

COUNTY COMMISSIONERS

District 1 - Paul Krabbenhoft, Moorhead
District 2 - Ezra Baer, Hawley
District 3 - Jenny Mongeau, Moorhead
District 4 - Kevin Campbell, Moorhead
District 5 - David Ebinger, Moorhead



Clay County Board of Commissioners

5:00 PM, Tuesday, December 16, 2025
Meeting Room A / B – 3rd Floor – Courthouse

AGENDA

1. 5:00 Call to Order

Approval of Agenda

The following Consent Agenda item(s) will be approved along with the regular agenda, unless a Commissioner requests discussion:

- a) Approve \$100 Seed Money for Bank Account for Online Payment Acceptance - Recorder's Office
- b) Approve Renewal of Lease Contracts between Clay County and Rural Minnesota CEP, INC-Family Service Center
- c) Approve Renewal of Lease Agreement with University of Minnesota Extension for Suite 107C, Family Service Center
- d) Approval of Withdrawal Management/Detox Policies
- e) Approval of Early Retirement Incentive Program (ERIP) Added Eligibility Language

Citizens to be Heard

Citizens may share their comments or concerns on any issue that is a responsibility or function of Clay County Government, whether or not the issue is listed on this agenda. Persons who wish to address the Board must fill out a comment card before the meeting begins and give it to the County Board Clerk or the County Administrator. The County Board Chair will ask you to come to the podium, state your name and city of residence, and present your comments. Your comments must be addressed exclusively to the Board Chair and the full Board of Commissioners. Comments addressed to individual Board members will not be allowed. You are encouraged to limit your presentation to no more than three minutes. The Board Chair reserves the right to limit an individual's presentation if it exceeds the allowable time limit, becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of Clay County's responsibilities. Citizens may also complete a form with the following link:

<https://claycountymn.form.transform.civicplus.com/48328>

Approval of Payment of Bills and Vouchers

Approval of Minutes from November 25, 2025, and December 2, 2025

- 2. 5:05 Request Approval of Out-of-State Travel for the Opioid Program Manager
- 3. 5:10 Request Approval of Agreement with Otter Tail Valley Railroad
- 4. 5:15 Request Approval of Cost of Living Adjustment (COLA) for 2026
- 5. 5:20 Clay County Sheriff - Salary Adjustment Request - Minnesota Statutes § 387.20
- 6. 5:30 Chief Assistant County Attorney - Salary Adjustment Request - Minnesota Statute 388.18
- 7. 5:45 Clay County Attorney – Salary Adjustment Request - Minnesota Statute § 388.18

Clay County Courthouse 807 11th Street North, PO Box 280 Moorhead, Minnesota 56560
P (218) 299-5012 F (218) 299- 5195 claycountymn.gov

8. 5:55 BREAK
9. 6:00 **TRUTH IN TAXATION**
Discuss 2026 Budget and Proposed Property Tax, Public Comment and Questions
10. 6:30 2026 Clay County Budget
11. 6:45 Request Approval of Vacation Leave Carryover for County Administrator
12. 6:50 Committee Reports/County Administrator Update/Discussions
13. 7:10 Adjourn

Upcoming Meetings/Events

Tuesday, December 23, 8:30 a.m.	County Board of Commissioners
Wednesday, December 24, 12:00-4:30 p.m.	Holiday - Christmas Eve/Courthouse Closed
Thursday, December 25, All Day	Holiday - Christmas/Courthouse Closed
Tuesday, December 30, 8:30 a.m.	County Board of Commissioners
Thursday, January 1, All Day	Holiday - New Years Day/Courthouse Closed
Tuesday, January 6, 8:30	County Board of Commissioners