

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, DECEMBER 30, 2025
Meeting Room A / B – 3rd Floor – Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Ezra Baer, Jenny Mongeau, Kevin Campbell, and David Ebinger. Others present: Assistant County Administrator Darren Brooke, and Senior Administrative Assistant Sarah Hellem.

Call to Order

Commissioner Campbell called the meeting to order at 8:30 a.m.

Approval of Agenda

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved the agenda.

To Notify the Metro Flood Diversion Authority (MFDA) that Clay County Does Not Intend to Purchase any Excess Lands In North Dakota Listed in the Advertised Inventory, OIN 9576, 9577, 9578 & 9579

By consent, the Board approved to notify the Metro Flood Diversion Authority stating that Clay County does not intend to purchase any excess lands in North Dakota listed in the advertised inventory, OIN 9576, 9577, 9578 & 9579.

Grant Agreement to Accept 2024 Emergency Management Performance Grant (EMPG) Funds.

By consent, the Board approved the grant agreement to accept the 2024 Emergency Management Performance Grant funds.

Citizens to be Heard

There were no citizens to be heard.

Approval of Payment of Bills and Vouchers

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the bills and vouchers totaling \$426,236 from 98 vendors. There were 64 warrants issued under \$2,000 (\$38,109) and the following 34 were over \$2,000.

Red River Regional Dispatch Center	\$ 104,521	Dakota Plains Mechanical, Inc.	\$ 4,312
Clay Co Public Health	\$ 94,715	Madlom/Alexis	\$ 4,120
Bernick Lifson, P.Z.	\$ 24,892	Amazon Capital Services	\$ 3,942
Northern Improvement Co	\$ 24,503	Uline	\$ 3,835
Houston Engineering Inc	\$ 11,675	Ramsey County Finance	\$ 3,809
Fuchs Sanitation Inc	\$ 9,088	Sonmor/Marc Bradley	\$ 3,544
Chiller Systems Inc	\$ 8,199	Copy Kat Printing, Inc.	\$ 3,087
Wegner Psychological & Therapeutic Svc	\$ 7,500	WEX Bank	\$ 2,887
Schmidt/Shawn	\$ 6,180	Leighton Enterprises Inc.	\$ 2,833
Wold Johnson, P.C.	\$ 6,180	Coborn's Inc	\$ 2,744
Sir Lines-A-Lot, LLC	\$ 6,078	Advanced Business Methods	\$ 2,698
Diamond Drugs Inc.	\$ 5,956	Green View Inc.	\$ 2,640
Fresh Baby	\$ 5,921	City of Pelican Rapids	\$ 2,620

McKesson Medical Surgical	\$ 5,632	Acme Tools Inc.	\$ 2,408
Xcel Energy	\$ 5,390	Reliance Telephone	\$ 2,370
City of Hitterdal	\$ 5,239	Code 4 Services, Inc	\$ 2,150
Verizon-386550144	\$ 4,346	Haugen Law Office, PLLC	\$ 2,100

Approval of Minutes from December 16, 2025

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from December 16, 2025.

Request Approval to Rehire Open Overnight Position in CLIPS Unit

Juvenile Detention Director James O'Donnell requested approval to rehire the open overnight position in the CLIPS Unit as the position is critical for ongoing operations. This position is in the budget and there will be minimal savings.

Commissioner Baer asked if there was a need for backfill. Mr. O'Donnell stated that there is a possibility to need backfill.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to rehire the open overnight position in the CLIPS Unit, with backfill.

Request Approval to Sign the 2026 Lakeland Contracts for the 30-Day Evaluation Program for the Non-Secure Program.

Mr. O'Donnell requested approval to sign the 2026 Lakeland contracts for the 30-day evaluation program for the Non-Secure Program of the West Central Regional Juvenile Center (WCRJC). Mr. O'Donnell stated that Lakeland has been providing the WCRJC with coordinated psychiatry and psychological services for this program for the past 25 years. With the renewal, Lakeland is asking for a 2% increase from the 2025 contracts.

Discussion ensued regarding the percent increase and the 2026 budget, and how Lakeland charges the County.

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to sign the 2026 Lakeland Contracts for the Non-Secure Program.

Request Approval to Hire Two (2) Registered Nurse Positions for the Withdrawal Management/Detox Facility

Withdrawal Management/Detox Director, Troy Amundsen requested approval to hire two Registered Nurse positions for the Withdrawal Management/Detox Facility (WMDF) and stated these positions were included in the original staffing plan for the facility, and this request did go before the Personnel Issues Committee (PIC) and are budgeted positions.

Discussion ensued regarding staffing, and the average number of clients.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved to hire two Registered Nurse positions for the Withdrawal Management/Detox Facility with backfill.

Notice of Intent to Sell Fargo-Moorhead Area Flood Diversion Project Land - OIN# 1665,

1792, 1793 & 1802

Assistant County Administrator Darren Brooke presented the notice of intent to sell Fargo Moorhead Area Flood Diversion Project land for OINs 1665, 1792, 1793, and 1802, and provided the background and process of repurchasing excess lands.

Discussion ensued regarding the appraised value for zone 1 property of the project, and the cost impact if the County were to purchase the properties.

Commissioner Campbell provided some background on these properties and stated this was brought before the FM Diversion Lands Committee and the Moorhead-Clay County Joint Powers Authority (MCCJPA), and the proposal was to join the properties as one, and sell the one joint parcel for \$111,000. Commissioner Campbell stated he and Commissioner Mongeau disagreed with this approach as it goes against the Excess Lands Policy. Discussion ensued regarding the policy.

Commissioner Mongeau discussed her concerns with joining the properties as it goes against the Excess Lands Policy, and that she'll be voting against that recommendation. Commissioner Campbell indicated that what's being asked today, is not to combine these properties, it's only to decide if Clay County intends to purchase any of the properties listed, per the process of the Excess Lands Policy. Discussion ensued regarding the memo from the Metro Flood Diversion Authority (MFDA), and the purpose of what's being asked today.

Commissioner Mongeau stated she wants the record to show that she is in favor of Clay County not purchasing these properties, but is not in favor of the MFDA recommendation to combine these parcels, as that goes against the Excess Lands Policy.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved to notify the Metro Flood Diversion Authority stating that Clay County does not have any interest in purchasing the property located at OINs 1665, 1792, 1793, and 1802.

Review Clay County Board of Commissioners Committee Assignments for 2026.

The Clay County Board of Commissioners reviewed and made suggested changes to their 2026 Committee Assignments. The revised Committee Assignments will be brought forth at the January 6, 2026, Board meeting for final approval.

Committee Reports/County Administrator Update/Discussions

- Commissioner Ebinger had no meetings to report on.
- Commissioner Mongeau had no meetings to report on.
- Commissioner Baer reported on meetings for West Central Regional Water District.
- Commissioner Campbell reported on meetings for West Central Regional Water District.
- Assistant County Administrator Darren Brooke reported on meetings for Union Negotiations call with Josh Heggem; call with Dan Hagland from The Extra regarding the Early Retirement Incentive Program; call with Roseau County; reviewed and imported the grids for the 2026 wages; MN Paid Family Medical Leave starts January 1, 2026; the Intergovernmental Retreat will be on January 30, 2026; and a closed session

for negotiation updates will be scheduled for the January 6th Board meeting.

Adjourn

The meeting was adjourned at 9:17 a.m.

Jenny Mongeau, Chair
County Board of Commissioners

Stephen Larson, County Administrator