

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 AM, TUESDAY, APRIL 14, 2026

Meeting Room A / B – 3rd Floor – Courthouse

MINUTES

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

Call to Order

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

Approval of Agenda

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

Tax Abatement for R. Anderson Due to a Clerical Error for Years 2025 & 2026

By consent, the Board approved the Tax Abatement for R. Anderson due to a clerical error for Years 2025 & 2026.

Updated Memorandum of Agreement between Public Health and Mayville State University

By consent, the Board approved the updated Memorandum of Agreement between Public Health and Mayville State University.

Employee Recognitions

The following employees were recognized: Laura Jones for 25 years with the Attorney's Office, and Sheri Raftevoid for 15 years with Social Services.

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 \$1,036,888 from 143 vendors. There were 100 warrants issued under \$2,000 (\$45,885) and the following 43 were over \$2,000.

Internal Revenue Serv	\$ 285,524	Pemberton Law, P.L.L.P.	\$ 5,866
Regents Of The Univ Of MN	\$ 91,712	LELS	\$ 5,861
Enterprise FM Trust	\$ 77,785	Solutions Behavioral Health PC	\$ 4,675
City Of Moorhead	\$ 58,615	PDQ.COM Corporation	\$ 4,482
Bell Bank	\$ 51,056	Johnson's Auto Repair LLC	\$ 4,316
Red River Regional Dispatch Center	\$ 45,328	Petro Serve USA-SW	\$ 4,070
Moorhead Public Service	\$ 41,388	FBI-LEEDA	\$ 3,975
JT Lawn Service	\$ 40,527	Mezclada	\$ 3,786
Mn Dept Of Revenue	\$ 39,938	Fidlar Technologies	\$ 3,500
VEBA Select Account	\$ 36,760	AJ Truck and Trailer	\$ 3,298
Prairie Lakes Municipal Solid Waste Auth	\$ 28,055	Dennis Drewes Inc	\$ 3,131

Trinity Services Group, Inc.	\$ 27,638	VoIP Supply LLC	\$ 3,123
NACO	\$ 5,176	Sanford Laboratories	\$ 3,060
Turnkey Corrections	\$ 13,594	Code 4 Services, Inc	\$ 3,012
Mn Unemployment Insurance	\$ 11,137	Network Cabling Services, Inc.	\$ 2,896
Diamond Drugs Inc.	\$ 9,254	State of MN Health Care Savings Plan	\$ 2,586
Mitchell/Dr. Meghan	\$ 9,101	River Valley Forensic Services, PA	\$ 2,550
City Of Fargo	\$ 9,072	Uline	\$ 2,441
Clay Soil & Water Cons Dept	\$ 7,478	Clay County Union	\$ 2,112
Amazon Capital Services	\$ 6,706	Kwik Trip Inc	\$ 2,107
Ulteig Operations, LLC	\$ 6,179	SHI International Corp	\$ 2,050
Forum Communications Printing	\$ 6,068		

Annual Department Update - Social Services: Home & Community Based Services and Licensing & Disability Services Divisions

Social Services Director Quinn Jaeger, and Social Services Supervisors Hollie Wanner and Mary Koskiniemi provided the Board with a department update for the Home & Community Based Services and Licensing & Disability Services Divisions of Social Services.

Ms. Koskiniemi discussed staffing, licensing updates from 2025, Foster Care Capacity including Family Adult Foster Care Homes, Adult & Child Corporate Foster Care Homes, Child Foster Care Homes. Family Childcare: Capacity & Workforce Trends including 121 Licensed Providers, Workforce Trends, and Active Recruitment Efforts. Disability Services Update - Adult & Disability Intake, MnChoices Assessments, Initial Assessments, and Reassessments. Community First Services and Supports Program (CFSS) Transition was discussed including Growth, Barriers, & System Impact.

Ms. Wanner discussed Home & Community Based Services (HCBS) and discussed staffing, HCBS & Rule 185 Case Management, MN HCBS Disability Waivers; Types of Waivers including Brain Injury Waiver (BI), Community Access for Disability Inclusion (CADI), Community Alternative Care (CAC), Developmental Disabilities (DD). Ms. Wanner further discussed the total authorized funding, other services that are provided such as Rule 185 DD Case Management, Oversight of Contracted Case Management, and Relocation Service Coordination & Move Home MN under 65. Average caseload size from 2022 to 2025 was discussed, along with initiatives and challenges.

Discussion ensued regarding the CFSS process and the barriers that come with the program, local CFSS representative, and the benefits to contracted case management services.

Commissioner Krabbenhoft thanked Ms. Wanner and Ms. Koskiniemi for their presentation and their hard work, and the work of their units.

Committee Reports/County Administrator Update/Discussions

- Commissioner Ebinger reported on meetings for Deer Hunting Firearm Public Hearing; Beyond the Yellow Ribbon; and AMC Subcommittee - Treatment Court Initiative Advisory committee.
- Commissioner Campbell reported on meetings for FM Diversion Planning committee; and Lakes Country Services Cooperative.
- Commissioner Baer reported on meetings for Wild Rice Watershed District; SWCD; and Ulen Township Meeting.

- Commissioner Krabbenhoft reported on meetings for Deer Hunting Firearm Public Hearing; Legislative Planning; SWCD; Adult Mental Health LAC; and BRRWD.
- Assistant County Administrator Darren Brooke reported on meetings for met with Stephen Larson regarding a grievance; Legislative Planning; 2027 Budget prep; research on HSA contributions and PERA reporting; PRTF/NSJ; Correctional Officer Personnel Issue; Wage Calculator for Detox; Recorder's Office Annual Compliance meeting; met with Rory Schmitz regarding bandwidth; met with Mark Sloan and Matt Jacobson; Responded to a Data Request; Strive Committee; Legislative Planning; Met with Lauren Sandeen regarding payroll; HR Staff meeting; Correctional Officer Personnel Issue; Responded to a Data Requests; met with Corey Bang; Bureau of Labor Statistics report; gave an update regarding firearms for Deer hunting; and this Thursday April 16, 2026, from 4:00-6:00 p.m. is the Spring Rural Cities and County meeting in Barnesville, MN.

Adjourn

The meeting was adjourned at 9:30 a.m.

Jenny Mongeau, Chair
County Board of Commissioners

Stephen Larson, County Administrator