

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 AM, TUESDAY, JUNE 23, 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, Jenny Mongeau, Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, and Senior Administrative Assistant Sarah Hellem.

Call to Order

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

Approval of Agenda

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the agenda with the Agenda Addition: Request Approval of the Letter of Support – Private Well Protection Grant Application.

Approval of Resolution 2026-13 for Absentee and UOCAVA Ballot Boards

By consent, the Board approved Resolution 2026-13 for Absentee and UOCAVA Ballot Boards.

RESOLUTION 2026-13 CLAY COUNTY BOARD OF COMMISSIONERS

BE IT RESOLVED that the Clay County Board of Commissioners hereby establishes an absentee ballot board and a UOCAVA ballot board pursuant to MS §203B.121 for elections held within Clay County.

BE IT FURTHER RESOLVED that Clay County Auditor-Treasurer is hereby delegated the authority to appoint members to the ballot boards by appointing a sufficient number of election judges pursuant to §§ 204B.13-204B.22.

BE IT FURTHER RESOLVED that the Clay County Auditor's Office shall appoint an absentee ballot board and a mail ballot board pursuant to this resolution each even-year election beginning with the 2026 election.

Approval of Resolution 2026-14 to Designate an Identified Official with Authority (IOwA) to Authorize User Access to State of Minnesota Education Secure Websites

By consent, the Board approved Resolution 2026-14 to Designate an Identified Official with Authority (IOwA) to Authorize User Access to State of Minnesota Education Secure Websites.

Education Identity and Access Management Board Resolution 2026-14

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOWA. The IOWA will grant the IOWA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management.

Citizens to be Heard

There were no citizens to be heard.

Approval of Payment of Bills and Vouchers

On motion by Commissioner Baer, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the bills and vouchers totaling \$935,004 from 129 vendors. There were 91 warrants issued under \$2,000 (\$44,040) and the following 38 were over \$2,000.

Internal Revenue Serv	\$ 299,238	Treas Of Ulen City	\$ 5,173
Border States Paving, Inc.	\$ 115,039	Advanced Correctional Healthcare, Inc.	\$ 5,140
Earthwork Services Inc.	\$ 86,487	Ten 11 Auto LLC	\$ 5,000
Downtown Moorhead Inc.	\$ 50,000	Menards - 32290254	\$ 4,212
Mn Dept Of Revenue	\$ 39,866	City of Pelican Rapids	\$ 4,082
VEBA Select Account	\$ 35,985	CB & Sons Electric, Inc.	\$ 3,816
Trinity Services Group, Inc.	\$ 30,322	Ramsey County Finance	\$ 3,394
West Central Regional Juvenile Center	\$ 30,225	Braun Intertec Corp	\$ 3,137
Information Systems Corp	\$ 25,676	Johnson's Auto Repair LLC	\$ 3,028
MN Counties Computer Coop	\$ 23,466	Fevig Oil Co	\$ 2,814
Moorhead Public Service	\$ 14,445	Thomson Reuters - West 590031	\$ 2,790
Black Hills Window Cleaning, Inc.	\$ 13,680	Wir3d Electric Inc.	\$ 2,704
NACO	\$ 13,626	Thompson Greenery	\$ 2,703
Xcel Energy	\$ 12,546	Green View Inc.	\$ 2,700
MN Counties Intergovernmental Trust	\$ 10,000	State of MN Health Care Savings Plan	\$ 2,572
Moorhead Adult Education	\$ 8,160	Best Buy Business Advantage Account	\$ 2,499
Dakota Plains Mechanical, Inc.	\$ 8,154	Jarman's Midwest Cleaning Systems Inc.	\$ 2,418
Northwestern MN Juvenile Center-Secure	\$ 5,786	Clay County Fair	\$ 2,418
LELS	\$ 5,585	Office of MNIT Services	\$ 2,066

Approval of Minutes from June 9, 2026

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from June 9, 2026.

2026 Child Protection Allocation Correction

Social Services Director Quinn Jaeger stated the MN Department of Children, Youth, and Families (DCYF) recently notified counties of a correction to the 2026 Child Protection Allocation formula on Friday, June 12, 2026. Social Services was informed that during the state's allocation process, DCYF inadvertently used a dataset that included all child protection reports rather than the screened-in child protection reports required by Minnesota Statute 256M.41. Following discovery of the error, the department recalculated allocations statewide and issued revised award amounts.

Mr. Jaeger discussed the formula and stated the State distributes approximately \$23.35 million in Child Protection Allocation funding to counties each year. The funding is not awarded based on need alone, nor is it a reimbursement program. Instead, counties receive a share of a fixed statewide funding pool based on a statutory formula. The formula is based on three factors: child

population, open child protection cases, and screened-in child protection reports.

The issue identified by DCYF is that the State mistakenly used all child protection reports when calculating one portion of the formula rather than using only screened-in child protection reports, which is what state law requires. At a basic level, every child protection report received by a county is reviewed by a screening team. Some reports are screened in for assessment or investigation because they meet statutory criteria, while others are screened out because they do not meet the legal threshold for a child protection response.

The statute requires the formula to use only the reports that are screened in. Once the State corrected the calculation, some counties received a larger share of the statewide funding pool while others received a smaller share. This does not mean that counties receiving additional funding suddenly experienced more child protection activity, rather, after the correction, their share of the statewide screened-in workload was larger relative to counties whose share decreased. As a result of the correction, Clay County's 2026 allocation was reduced from the previously published amount of \$364,240 to \$272,860, a decrease of \$91,379 (25%). The revised allocation will be distributed on the normal July 2026 payment schedule. Clay County is not required to repay any previously received funds because the allocation has not yet been distributed. The primary concern is in regard to when this change is happening. Counties received allocation estimates last summer and used those numbers to build their budgets. Now, after budgets have already been set, counties are being told to expect less funding than planned. For Clay County, that's a \$91,379 reduction in 2026. Clay County should also expect the 2027 funding levels to stay closer to the revised figure of \$272,000.

Discussion ensued regarding screen-in reports versus screened-out reports.

Request Approval for Out-of-State Travel for Social Services

Mr. Jaeger requested out-of-state travel for Josh Arvidson to attend the ALL RISE 2026 Conference in Nashville, Tennessee, July 20–23, 2026. ALL RISE is the nation's premier training conference for Treatment Court professionals and focuses on evidence-based practices, participant outcomes, program development, and cross-disciplinary collaboration for Drug Courts, DWI Courts, and Veterans Treatment Courts.

Social Services participates in all specialty court programs and has been offered funding through specialty court resources to cover conference registration and lodging expenses. Registration and hotel costs are estimated at approximately \$2,000 per attendee and will be paid through specialty court funding sources rather than Social Services. As a result, the only anticipated cost to Clay County is airfare and meals, estimated at approximately \$500.

This approach provides a strong return on investment by leveraging external funding to cover the majority of conference costs while limiting Social Services' costs. The staff is expected to share key information, resources, and best practices with fellow staff upon their return, allowing Social Services to benefit from the training without incurring the additional expense of sending multiple employees from the same Department. Social Services is currently trending below budget within its 2026 training and staff development lines and has sufficient funding available to cover the smaller Social Services share of the travel expenses.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the out-of-state travel for Josh Arvidson to attend the ALL RISE 2026

Conference in Nashville, Tennessee from July 20, 2026, to July 23, 2026.

Request Approval for Out-of-State Travel for Restorative Practices Team

Victim/Witness & Diversion Director Michelle Canrey requested approval for out-of-state travel for the Restorative Practices team: Lukas Brandon, Peter Ferguson, Michelle Carney, and the Behavior Interventionist at Horizon East, Heather Krause to attend the biennial conference hosted by the National Association of Community and Restorative Justice (NACRJ). The NACRJ Conference is the premier national gathering for restorative justice practitioners, educators, researchers, community leaders, and government professionals. Because the conference is held only once every two years, it provides a unique opportunity to engage in current research, evidence-based practices, and innovative programming from across the country.

Ms. Carney discussed the benefits of the justification and program benefits of this conference which include; strengthening restorative practices programming in Clay County schools and community settings; building the capacity of school staff to sustain restorative practices and integrate them into everyday school culture, student support, and behavior intervention efforts; enhancing collaboration between county staff and school partners, creating a shared foundation for implementation across systems; gaining practical tools and best practices related to prevention, youth engagement, conflict resolution, and accountability; and advancing the goals of the State Restorative Practices grant and supporting the ongoing work of the Restorative Practices Advisory Committee (RPAC).

Mr. Brandon discussed his experience of attending the training in the past, and how it's important to expand the invitation to school personnel.

Commissioner Krabbenhoft asked what the original grant amount was and the length of the grant. Ms. Carney stated it was \$230,000 for 18 months.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the out-of-state travel for Lukas Brandon, Peter Ferguson, Michelle Carney, and Moorhead Area Public Schools staff Heather Krause to attend the biennial National Association of Community and Restorative Justice Conference in New Orleans, Louisiana from July 7, 2026 to July 11, 2026.

Request Approval of Resolution 2026-15 Recognizing the 250th Anniversary of the United States of America

County Administrator Stephen Larson requested approval of Resolution 2026-15 recognizing the 250th Anniversary of the United States of America, known as the Semiquincentennial. The resolution commemorates the nation's founding on July 4, 1776, honors the generations of Americans who have contributed to the preservation of freedom and democracy, and acknowledges the important role county governments have played in providing essential public services and advancing local self-governance. In addition, the Clay County Courthouse and Law Enforcement Center will be illuminated in red, white, and blue from June 23 through July 6, 2026.

On motion by Commissioner Baer, seconded by Commissioner Campbell, and unanimously carried, the Board approved Resolution 2026-15 Recognizing the 250th Anniversary of the United States of America.

RESOLUTION 2026-15

A RESOLUTION RECOGNIZING THE 250TH ANNIVERSARY OF THE UNITED STATES OF AMERICA

WHEREAS, On July 4, 1776, the Continental Congress adopted the Declaration of Independence, establishing the United States of America as a free and independent nation founded upon the principles of liberty, equality, self-government, and the rule of law; and

WHEREAS, 2026 marks the 250th anniversary of the founding of the United States of America, known as the Semiquincentennial, providing an opportunity to reflect upon the nation's history, celebrate its achievements, and honor the sacrifices of those who have defended and advanced the ideals of freedom and democracy; and

WHEREAS, The 250th anniversary serves as an occasion to recognize the contributions of veterans, public servants, educators, business leaders, community organizations, and countless citizens whose efforts have helped build and sustain our nation; and

WHEREAS, County governments have played a vital role throughout the history of the United States by providing essential public services, maintaining local infrastructure, safeguarding public health and safety, administering elections, preserving public records, supporting economic development, and embodying the principles of local self-governance that keep government responsive, accessible, and accountable to the people it serves; and

WHEREAS, Since its organization on February 27, 1872, Clay County has contributed to the strength, prosperity, and democratic traditions of both the State of Minnesota and the United States through responsive local government, stewardship of public resources, and the dedicated service of elected officials and county employees; and

WHEREAS, The celebration of the United States Semiquincentennial provides an opportunity to recognize the generations of Clay County residents, elected officials, public servants, farmers, business owners, educators, veterans, and community leaders whose dedication has helped shape the county and advance the American ideals of liberty, opportunity, and self-government; and

WHEREAS, The 250th anniversary serves as an occasion to inspire future generations to learn about American history, participate in civic life, and uphold the principles and responsibilities of citizenship;

NOW, THEREFORE, BE IT RESOLVED, That the Clay County Board of Commissioners hereby recognizes and celebrates the 250th Anniversary of the United States of America and encourages all residents to commemorate this historic occasion through educational, civic, cultural, and community activities throughout 2026.

BE IT FURTHER RESOLVED, That the Clay County Board of Commissioners expresses gratitude for the freedoms and opportunities secured through the dedication and sacrifice of generations of Americans and reaffirms its commitment to the principles embodied in the Declaration of Independence and the Constitution of the United States.

Request Approval to Participate in an Application Process for a Minnesota Department of Health Private Well Protection Grant

Mr. Larson requested approval to participate in an application process for a Minnesota Department of Health (MDH) private well protection grant and stated MDH received funding from the Clean Water Fund to ensure safe drinking water for private well users. A portion of this funding is being offered as grants to promote private well testing among private well users. Each entity will have the opportunity to apply for up to a predetermined amount of funds to promote well testing for households that rely on private well water for drinking water that will include testing for five common contaminants including arsenic, coliform bacteria, lead, manganese, and nitrate.

The application would be submitted on behalf of Clay, Norman and Polk County with Norman County taking the lead on the application.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Campbell, and unanimously carried, the Board approved the Participation in an Application Process for a Minnesota Department of Health Private Well Protection Grant with Norman and Polk County.

Agenda Addition: Request Approval of the Letter of Support for the Private Well Protection

Grant Application

Mr. Larson requested approval of the Letter of Support for the Private Well Protection Grant Application. This will be included with the MDH application.

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the Letter of Support for the Private Well Protection Grant Application.

Request Approval of the General Construction Fund Grant for the Psychiatric Residential Treatment Facility Remodel Project

Mr. Larson requested approval of the General Construction Fund Grant for the Psychiatric Residential Treatment Facility (PRTF) Remodel Project. \$1.2 million in state funding for Clay County's PRTF project was authorized during the 2025 Minnesota legislative session through House File 1380, which was incorporated into the omnibus human services finance and policy bill. This legislation provided a direct appropriation to support the renovation and conversion of space at the West Central Regional Juvenile Center (WCRJC) into a PRTF, addressing a critical gap in regional mental health services for youth. The funding is intended to cover eligible construction-related costs, including remodeling, and necessary improvements to accommodate the new use.

Approval of this agreement will allow the County to formally accept and utilize the state-appropriated funds in accordance with grant requirements, enabling progress on the development of the facility and ensuring compliance with state funding conditions.

Commissioner Campbell stated typically once we get to this stage of a project, where funds are received, the project is turned over to the Finance Committee, which would be appropriate. Commissioner Campbell also asked that Facilities Director, Joe Olson, and Solutions Behavioral Health Director of Grants and Special Project, Steve Summers, be involved in the Finance Committee decisions.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the General Construction Fund Grant Contract for the Psychiatric Residential Treatment Facility, for this work to be forwarded to the Finance Committee, and for the Facilities Director, Joe Olson, and Solutions Behavioral Health Director of Grants and Special Project, Steve Summers, be involved in the Finance Committee decisions.

Committee Reports/County Administrator Update/Discussions

- Commissioner Ebinger reported on meetings for Board of Appeal and Equalization; ReThink Mental Health; LARL; and Dancing Sky Area Agency on Aging.
- Commissioner Krabbenhoft reported on meetings for Board of Appeal and Equalization; ReThink Mental Health; and Historical & Cultural Society.
- Commissioner Campbell reported on meetings for Board of Appeal and Equalization; and Prairie Lakes Municipal Solid Waste.
- Commissioner Baer reported on meetings for Board of Appeal and Equalization; met with Representative Joy, Quinn Jaeger, Stephen Larson, and Commissioner Mongeau regarding the SNAP Error Rates.
- Commissioner Mongeau reported on meetings for Board of Appeal and Equalization; met with Representative Joy, Quinn Jaeger, Stephen Larson, and Commissioner Baer regarding the SNAP Error Rates; NACo Rural Action Caucus; AMC Executive Committee;

Metro COG Policy Board; and Lakeland Mental Health Center Board meeting.

- County Administrator Stephen Larson reported on meetings for Board of Appeal and Equalization; sent in the Letter of Support to Senator Klobuchar and Senator Smith's offices regarding the impacts of H.R. 1 SNAP Administrative and Benefit Cost Shifts; Pre-Budget meetings with HR, GIS & Communications, Planning & Zoning, and the Recorder's Office; Representative Joy, Quinn Jaeger, Commissioner Baer, and Commissioner Mongeau regarding the SNAP Error Rates; met with Scott Fettig; and MCCJPA pre-meeting.
- County Attorney Brian Melton introduced Edison, the new Facility Dog for the Clay County Attorney's Office.

Adjourn

The meeting was adjourned at 9:34 a.m.

Jenny Mongeau, Chair
County Board of Commissioners

Stephen Larson, County Administrator