



**BOARD AGENDA**  
**BOARD OF WRIGHT COUNTY COMMISSIONERS**  
**MARCH 27, 2018**

Christine Husom, District 1  
Darek Vetsch, District 2  
Mark Daleiden, District 3  
Michael Potter, District 4  
Charles Borrell, District 5

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**I. 9:00 A.M. PLEDGE OF ALLEGIANCE**

**II. MINUTES - DISPENSE WITH READING. APPROVE AS WRITTEN/REVISED.**

**A. COUNTY BOARD MINUTES 3-20-18**

Documents:

[3-20-18 WRIGHT COUNTY BOARD MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION**

1. Position Replacement:
  - A. Human Resources Representative

Documents:

[AGENDA FORM-HR REPRESENTATIVE RECRUITMENT-MARCH 2018.PDF](#)

**B. ADMINISTRATION**

1. Approval Of Revisions To Section 711.09, Acceptable Use Of Technology-Enterprise Applications, Of The Wright County Personnel Policy

Documents:

[AGENDA FORM-SECTION 711 MODIFICATION MARCH 27 2018.PDF](#)  
[WC PERSONNEL POLICIES-SECTION 711 W-MODIFICATIONS.PDF](#)

**C. ADMINISTRATION**

1. Approval Of Revisions To Section 309, Employee Recognition, Of The Wright County Personnel Policy

Documents:

[RFBA REVISE POLICY 309 3.2018.PDF](#)

**D. ADMINISTRATION**

1. Schedule Finance/CIP Committee Meetings:
  - A. 4-11-18 @ 1:00 P.M., Review Park Projects
  - B. 4-25-18, Time To Be Determined, Review Highway & Other CIP Projects

Documents:

**E. ADMINISTRATION**

1. Authorize Attendance Of County Board Members At The Following:
  - A. SWCD Conservation Tour, 6-14-18 @ 9:00 AM

**F. AUDITOR/TREASURER**

1. Acknowledge Warrants Issued Between 3-14-18 And 3-20-18

Documents:

[AGENDA 3-27 CONSENT - WARRANTS ISSUED.PDF](#)

**G. HEALTH & HUMAN SERVICES**

1. Position Replacements:
  - A. Accounting Clerk
  - B. Case Aide - Public Health
  - C. Social Worker

Documents:

[RFBA HHS 2018-03-27 ACCOUTING CLERK.PDF](#)

[RFBA HHS 2018-03-27 CASE AIDE PH.PDF](#)

[RFBA HHS 2018-03-27 CP INTAKE SW.PDF](#)

**H. HIGHWAY DEPARTMENT**

1. Bid Openings Scheduled At The Wright County Highway Department On May 11, 2018 And May 25, 2018:

Friday - May 11, 2018 Bid Openings

- 11:00AM CSAH 18 Reconstruction Project CP 086-018-171
- 11:15AM CSAH 3 Federal Overlay Highway Safety Project; SP 086-070-012 And SAP 086-603-022

Friday - May 25, 2018 Bid Openings

- 11:00AM Rural Intersection Street Lighting HSIP SP 086-070-016
- 11:15AM CSAH 12 Multi Use Trail Paving SP 086-090-007
- 11:30AM CSAH 34/CR 134 Roundabout CP 086-034-135
- 11:40AM CSAH 8/57 Mini Roundabout Maple Lake SAP 086-608-032

**I. INFORMATION TECHNOLOGY**

1. Refer To The 3-28-18 Personnel Committee Discussion On Hire Of IT Strategy And Portfolio Manager Above 12% Of Minimum Hire Range

Documents:

[BOARD ACTION IT ABOVE HIRING RANGE 2018-03-28.PDF](#)

**J. PLANNING & ZONING**

1. Authorize Environmental Health Officer (EHO) To Sign Agreement For Services With Terracon For Solid Waste Management Plan Update (SWMP),

\$13,765

Documents:

[3-27-18 SWMP TERRACON COUNTY BD. APPROVAL.PDF](#)  
[2018 TERRACON AGREEMENT FOR COUNTY BOARD.PDF](#)

#### **K. PLANNING & ZONING**

1. **Accept The Findings & Recommendations Of The Planning Commission For The Following Rezoning:**

A. **JAN ANDERSON** - (Clearwater Twp.) Planning Commission Unanimously Recommends Rezoning Approximately 4 Acres Of The Riparian Portion Of The Property (South Of 120th Street) As Shown On The Concept Plan, Prepared By Otto, Associates, Project No. 17-0333, From AG General Agricultural & S-2 Residential-Recreational Shorelands To R-1 Urban-Rural Transition & S-2

Documents:

[0327 AGENDA REQUEST ANDERSON REZONING.PDF](#)  
[ANDERSON MINUTES.PDF](#)

#### **L. \* AUDITOR/TREASURER**

1. **Approve Budget Revision Acknowledgement Form, \$15,600 Grant From MN Department Of Agriculture, Noxious & Invasive Plant Grant Assistance**

Documents:

[AGENDA 3-27 PETITIONED CONSENT - APPROVE BUDGET REVISION NOXIOUS WEED GRANT ACCEPTANCE.PDF](#)  
[AGENDA 3-27 PETITIONED - NOXIOUSWEEDGRANT\\_ACCEPTANCE\\_2018.PDF](#)

#### **V. TIMED AGENDA ITEMS**

##### **A. 9:02 A.M. BOB HIIVALA, AUDITOR/TREASURER**

1. **Approve 3-13-18 Committee Of The Whole Minutes For Ditch Meeting For County Ditch 10**
2. **Adopt Resolution In Support Of Legislative Change Regarding Election Equipment**
3. **Approve Transfer (New) 3.2% Liquor License For Albion Ridges LLC. Previous Owner Was Known As NOSLO, Inc. DBA Albion Ridges**

Documents:

[AGENDA 3-27 APPROVE COTW DITCH COMMITTEE MINUTES FOR CD10 FROM 3-13-2018.PDF](#)  
[AGENDA 3-27 COTW MEETING\\_20180313\\_MINUTES.PDF](#)  
[AGENDA 3-27 ADOPT RESOLUTION-LEGISLATIVE CHG ELECTION EQUIP.PDF](#)  
[AGENDA 3-27 RESOLUTION RE LEGISLATIVE CHANGE FOR ELECTION EQUIP.PDF](#)  
[AGENDA 3-27 APPROVE 3.2 LIQUOR LICENSE FOR ALBION RIDGES LLC - NEW.PDF](#)

##### **B. 9:09 A.M. KAREN PUNDSACK, EXECUTIVE DIRECTOR, GREAT RIVER REGIONAL LIBRARY**

1. **GRRL 2017 Activities**

Documents:

[2017 STATISTICS - WRIGHT COUNTY LIBRARIES.PDF](#)  
[2017 LIBRARY IMPACT REPORT.PDF](#)  
[2018 MLA\\_ITEM PLATFORM.PDF](#)  
[2018 GRRL WRIGHT COUNTY PRESENTATION - 2017 DATA - FINAL.PDF](#)

**C. 9:24 A.M. ALAN WILCZEK, FACILITIES SERVICES DIRECTOR**

1. Approve The Recommended Contract For Janitorial Services Company & Approve Execution Of The Service Agreement

Documents:

[2018 JANITORIAL SERVICES CONTRACT AWARD.PDF](#)  
[BID SPEADSHEET.PDF](#)

**D. 9:29 A.M. VIRGIL HAWKINS, HIGHWAY ENGINEER**

1. Approve 3-14-18 Transportation Committee Of The Whole Minutes & Act On Recommendations
2. Approve Agreement No.1030633 With MNDOT & Resolution For The Revised Signal System At TH12 And County Road 139 In Delano, MN

Documents:

[BAR - APPROVE TCOTW 3.14.18 MINUTES.PDF](#)  
[TCOTW MINUTES AND ATTACHMENTS.PDF](#)  
[BAR - APPROVE AGREEMENT 1030633.PDF](#)  
[RESOLUTION FORM-AGREEMENT 1030633.PDF](#)  
[AGREEMENT 1030633 ATTACHMENTS.PDF](#)

**VI. ITEMS FOR CONSIDERATION**

**A. COMMITTEE MINUTES**

1. Committee Of The Whole (3-20-18)

Documents:

[3-20-18 COMMITTEE OF THE WHOLE MINUTES AND ATTACHMENTS.PDF](#)

**B. SCHEDULE COMMITTEE OF THE WHOLE MEETING FOR 4-24-18 @ 10:30 AM RE: STRATEGIC PLANNING - COORDINATOR VS. ADMINISTRATOR**

**C. RESOLUTION DECLARING OFFICIAL INTENT OF WRIGHT COUNTY TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE COUNTY**

Documents:

[JUSTICE CENTER PROJECT.PDF](#)

**D. BUFFER LAW ELECTION OF JURISDICTION FOR FY 2019**

Documents:

032718 BWSR BUFFER LETTER.PDF  
032718 BUFFER RESOLUTION.PDF

**VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

**VIII. ADJOURNMENT**

**IX. NOTE:**

10:30 AM, COMMITTEE OF THE WHOLE MEETING-CLOSED SESSION  
1:00 PM, COMMITTEE OF THE WHOLE MEETING

**X. \* NOTE: PETITIONED ONTO THE AGENDA**

**XI. WARRANTS ISSUED**

Documents:

03-14-18 THRU 03-20-2018 CLIENT WARRANTS ISSUED 125,001.01.PDF  
03-14-18 THRU 03-20-2018 WARRANTS ISSUED 799,129.66.PDF  
03-20-18 FLEET CARD 20,628.95.PDF  
03-20-18 PROCUREMENT CARD 50,473.79.PDF