

WRIGHT COUNTY BOARD
AGENDA
APRIL 19, 2016

Interpreter Services for the hearing impaired will be provided upon written request.

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

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

A. COUNTY BOARD MINUTES 4-12-16

Documents: [2016-04-12 WRIGHT COUNTY BOARD MINUTES \(INFO\).PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Madden, Galanter & Hansen, LLP - Claim \$2,617.54

Documents: [03.16 MADDEN, GALANTER AND HANSEN CLAIM.PDF](#)

B. ADMINISTRATION

1. Request Approval Of MOA With Local 49 Regarding Ability For Members To Volunteer To Staff Shifts At 2016 Wright County Fair During Unscheduled Working Hours.

Documents: [041916.AGENDAFORM_MOACOUNTYFAIR.PDF](#), [MOU.PDF](#)

C. AUDITOR/TREASURER

1. Approve Renewal Of Annual Off Sale Liquor License For Lantto's Store, Inc.

Documents: [AGENDA 4-19 CONSENT ANNUAL LIQUOR - LANTTOS STORE.PDF](#)

D. AUDITOR/TREASURER

1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of \$402,273.91 With 156 Vendors And 229 Transactions.

Documents: [AGENDA 4-19 CONSENT CLAIMS.PDF](#)

E. HEALTH & HUMAN SERVICES

1. Position Replacement
 - A. Social Worker

Documents: [2016-04-19 WC REQUEST FOR BOARD ACTION - SW.PDF](#)

F. HIGHWAY DEPARTMENT

1. Schedule Bid Opening For 11:00 AM, 5-27-16, CSAH 35/CR 34 Roundabout
2. Refer To Ways And Means Committee - Land Rental Contract
3. Approval Of 2016 Maintenance Agreement With Six Cities (Delano, Elk River, Maple Lake, Monticello, Montrose, And Waverly)

Documents: [04-19-16-3 SCHEDULE BID OPENING ROUNDABOUT.PDF](#), [04-19-16-4 REFER TO WAYS AND MEANS - LAND RENTAL CONTRACT.PDF](#),

G. INFORMATION TECHNOLOGY

1. Refer To The Technology Committee:
 - A. Server Room Updating
 - B. Information Security Assessment Status
 - C. Boardroom YouTube Testing Update
 - D. Wireless Site Survey
 - E. IT Surveys

Documents: [BOARD ACTION IT REQUEST TECH COMMITTEE APR 2016.PDF](#)

H. MARC MATTICE, PARKS AND RECREATION DIRECTOR

1. Confirm Commissioner District 4 Parks Commission Appointment, Marjory Hart, City Of St. Michael Resident, Effective Immediately Term Ends On 12/31/2018 (Three Year Term)

Documents: [4-19-16 DISTRICT 4 APPOINTMENT TO PARKS COMMISSION.PDF](#)

V. TIMED AGENDA ITEMS

- A. 9:03 A.M. ADAM TAGARRO, INFORMATION TECHNOLOGY DIRECTOR**
1. Introduction Of IT Records Management Analyst, Scott Larson And Sr. Systems Engineer, Brian Malinski.

Documents: [BOARD ACTION IT INFORMATIONAL - SCOTT LARSON AND BRIAN MALINSKI.PDF](#)

- B. 9:06 A.M. SHERIFF JOE HAGERTY**

1. Presentation Of Retirement Plaque To Sgt. Michael Laurent.

Documents: [03-30-16 REQUEST FOR BOARD ACTION - SGT LAURENT RETIREMENT.PDF](#)

- C. 9:10 A.M. BOB HIIVALA, AUDITOR/TREASURER**

1. Approve A Plat "Peterson Farm" (Corinna Twp).
- **2. Approve 3-28-16 Committee Of The Whole Minutes Regarding County Ditches.
3. Approve March Revenue/Expenditure Budget Report.
- *4. Recognize Retirement Of Denise McCalla, Chief Deputy Auditor/Treasurer.

Documents: [AGENDA 4-19 APPROVE PETERSON FARM PLAT.PDF](#), [AGENDA 4-19 PETERSON FARM PLAT.PDF](#), [AGENDA 4-19 APPROVE COTW MINUTES - DITCH 31.PDF](#), [AGENDA 4-19 COTW MINUTES MARCH 28.PDF](#), [AGENDA 4-19 APPROVE MARCH REV-EXP REPORT.PDF](#)

- D. 9:18 A.M. VIRGIL HAWKINS, HIGHWAY ENGINEER**

1. Award CSAH 39 Turn Lanes Project
2. Award CSAH 35 Flood Control Project

Documents: [04-19-16-1 AWARD CSAH 39 TURN LANES.PDF](#), [04-19-16-2 AWARD CSAH 35 WOLFF SWAMP.PDF](#)

- E. 9:24 A.M. STEVE BERG, EMERGENCY MANAGEMENT COORDINATOR**

1. Adoption Of The Wright County All-Hazard Mitigation Plan By Resolution

Documents: [HAZARD MITIGATION RESOLUTION.PDF](#)

F. 9:30 A.M. BOB HIIVALA, AUDITOR/TREASURER

1. Joint Ditch 14 Bid Opening

Documents: [AGENDA 4-19 JD 14 BID OPENING.PDF](#), [2016 MARCH AFFIDAVIT OF PUBLICATIONS FOR BIDS.PDF](#)

G. 9:40 A.M. SEAN RILEY, PLANNING & ZONING ADMINISTRATOR

1. Public Hearing Continued From The County Board Meeting Of 3-22-16 To Consider The Following:

Accept The Findings And Recommendation Of The Planning Commission To Accept Amendments To The Wright County Zoning Ordinance As Follows:

ADD THE FOLLOWING TO SECTION Section 762.2 Solar Energy Farms Requirements And Standards:

Solar Energy Farms And Systems Will Be Considered By The Planning Commission On Restricted Parcels Of Land Zoned General Agricultural (AG).

ADD THE FOLLOWING TO SECTION Section 762.3 Solar Energy System Requirements And Standards:

Solar Energy Systems Will Be Considered By The Planning Commission On Restricted Parcels Of Land Zoned General Agricultural (AG).

Documents: [3-22 - COUNTY BOARD AGENDA -SOLAR ENTITLEMENT PUBLIC HEARING.PDF](#), [SOLAR ORD AMEND 4 19 ATTACHMENTS.PDF](#), [FINAL SOLAR ENTITLEMENT ORD DOC FOR RECORDING.PDF](#)

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Building, Ways & Means
- ***2. Personnel

Documents: [4-13-16 BUILDING COMMITTEE MINUTES AND ATTACHMENTS.PDF](#), [2016-04-13 PERSONNEL COMMITTEE MINUTES - HHS BOARD.PDF](#), [4-13-16 WAYS AND MEANS COMMITTEE MINUTES AND ATTACHMENTS.PDF](#)

B. AUTHORIZE ATTENDANCE, 4TH ANNUAL WASHINGTON D.C. FLY-IN, JUNE 7-9, 2016 (POTTER)

Documents: [MN TRANSPORTATION ALLIANCE.PDF](#)

C. AUTHORIZE ATTENDANCE, GREATER MSP NEWCOMER EXPERIENCE, 4-29-16, 8:30-10:30 A.M., GOLDEN VALLEY (POTTER)

Documents: [GREATER MSP.PDF](#)

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. CLAIMS LISTING

Documents: [AUDIT LIST FOR BOARD 4-19-2016.PDF](#)

X. NOTE:

- * Item Petitioned Onto The Agenda

- ** Item Modified
- *** Item Removed From The Agenda

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
APRIL 12, 2016

The Wright County Board met in regular session at 9:00 A.M. with Husom, Sawatzke, Daleiden, and Potter present. Commissioner Borrell was absent.

MINUTES

The following correction was made to the 4-05-16 Board Minutes: Page 2, add new paragraph after paragraph 5, insert the following language: "On a motion by Potter, second by Husom, all voted to set a Road Tour for 5-16-16 at 9:00 A.M. Hawkins will develop a schedule for the Road Tour." The language was omitted from the Minutes in error. Daleiden moved to approve the 4-05-16 County Board Minutes as corrected. The motion was seconded by Potter and carried unanimously.

AGENDA

Husom moved to approve the Agenda, seconded by Daleiden. The motion carried 4-0.

CONSENT AGENDA

On a motion by Potter, second by Daleiden, all voted to approve the Consent Agenda:

- A. AUDITOR/TREASURER
 - 1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$160,036.27 with 157 Vendors and 245 Transactions
- B. HEALTH & HUMAN SERVICES
 - 1. Position Replacement
 - A. Case Aide

TIMED AGENDA ITEMS

TONY RASMUSON, COUNTY ASSESSOR

Rasmuson introduced Brice Nelson who was recently hired as a Property Appraiser in the Assessor's Office.

VIRGIL HAWKINS, HIGHWAY ENGINEER

Approve Detour Agreement With MnDOT

Daleiden moved to adopt Resolution #16-23 approving Detour Agreement Contract #1002847 with MnDOT for CSAH's 3 and 35. The motion was seconded by Potter and carried 4-0 on a roll call vote. The Agreement provides for payment by the State to Wright County for road life consumed on CSAH's 3 and 35, which will be used as a temporary detour required for the MnDOT resurfacing project on TH 12.

ABBY DAHL, DEVELOPMENT COORDINATOR FOR THE CRISIS NURSERY SERVING WRIGHT COUNTY

Dahl introduced Roxy Foster, Regional Director for Minnesota Communities Caring for Children (MCCC). MCCC is a statewide nonprofit organization that empowers parents and builds the capacity of communities to create environments where all children thrive. MCCC's mission is to empower individuals and communities to stop child abuse and neglect before it starts through awareness, education, support, and leadership leading to action. Foster stated MCCC partners with Crisis Nursery on mutual self-help groups for families, and announced that April is Child Abuse Prevention Month.

Dahl presented information on the Crisis Nursery, whose mission is to keep children safe and families strong by partnering with parents to find solutions to their stress/crisis, thereby preventing child abuse and neglect. The 24-hour helpline is 763-271-1681. Crisis Nursery provides crisis care and counseling, mental health services, supplies, and resources and referrals for families with children age birth-17 (some exceptions) in Wright County. All services are free. Funding is partially through grants. The Crisis Nursery partners with Allina and the University of Minnesota. Volunteers are needed. Thanks were extended for services provided by the County.

The Crisis Nursery Annual Spring Fundraiser will be held on 4-22-16 at the River City Extreme in Monticello from 6:00 to 9:30 P.M.

The 2016 Pinwheels for Prevention Award was presented to Wright County. The Award, presented by MCCC, recognizes communities that exemplify a strong commitment to the prevention of child abuse and neglect through collaborative efforts of public, non-profit, and community services, activities, and initiatives. The Award recognizes the year-round prevention efforts of the Wright County Crisis Nursery and other prevention programs in the County.

ITEMS FOR CONSIDERATION

3-29-16 OWNERS COMMITTEE OF THE WHOLE MINUTES

Potter moved to approve the Minutes, seconded by Husom, and carried 4-0. The Committee Minutes follow:

The meeting was brought to order by Chair Sawatzke, who welcomed those present and invited Kelly to comment on the purpose of the meeting. Kelly gave a little background about events that led to the calling of this meeting, including discussions he had had with both Mattice and Jobe. He added that it was good to revisit these discussions relative to what can be addressed by the Capital Improvement Plan in terms of improvements to the current PWB when it is vacated by the Highway Department, a move planned for the Summer of 2016. Issues such as deferred maintenance are important items of consideration in order to bring certain conditions in the building up to code and/or to increase the functionality of the current facilities.

Jobe gave a brief overview of what he and staff have discussed in terms of revamping certain areas in the building to better fit the needs of the Survey Department, such as changes to the current sign shop, creating areas for supplies and equipment within the current building, additional accommodations for vehicles for better loading/unloading activities, and work benches, etc. Sawatzke suggested that it might first be good to have an opportunity for those present to take a look at these facilities rather than hear a description about them. He expressed his concern that in order to make good decisions he would first like to see the areas that are being proposed for changes. Jobe agreed that a walk through would serve a good purpose, and that the tour of the front office area would also be appropriate in order for the commissioners to see that the current front counter area is not big enough for the public that the Survey Department is serving. He said that both Mattice and he had talked about the deficiencies of the current building, such as an inadequate roof, poor insulation, leaky windows, etc. He would like to know who is leading the discussion on this and wondered if it had already begun. Potter said that part of this came forward because of discussion at the Building Committee and the desire to come up with a good plan for reconfiguration of this building, such as whether or not another department should be moved here to share this facility, and how that figures in when considering adding more room for the Courts at the Government Center. The topic and decisions necessary to formulate a constructive plan are important and should be addressed by all the commissioners, not just the Building Committee members.

Sawatzke asked if the Highway Department was going to vacate 100% of the back shop area, and Mattice said that this was the plan. Potter added that acceptance of the alternate bid for the temporary storage addition allowed enough space for storage so that all of Highway's equipment could be removed from the current building. Jobe said that right now some of his department's vehicles are in the second shed, and when the rear of this building is vacated, the Survey Department will be able to bring them up here into that portion of the shop. Mattice added that the Highway would still have storage in Sheds A and B and in the old impound facility.

Mattice said that the building assessment report drawn by the architectural firm of HCM (for the new Highway facility) includes a long list of items that should be addressed regarding maintenance and improvements. Items on the list include, but are not limited to, doorways (some might need to be changed to ADA compliant), poor lighting, deteriorated roofing, inefficient or lack of proper exhaust system, park shop dust collection in violation of OSHA requirements, improper fuel storage, capacity of the mezzanine area, re-caulking of windows (or upgrades for better insulation), and the presence of asbestos in some flooring in the older portion of the building. Mattice asked if the commissioners would consider moving forward with discussion with both Kelly and Hatfield regarding these deferred maintenance items and if these items could be part of the CIP. After those items are addressed, talk could begin about space needs and a possible building program. Both Mattice and Jobe have formulated plans that they would like to see implemented for each of their

3-29-16 OWNERS COMMITTEE OF THE WHOLE MINUTES (cont.):

departments. Mattice said that he would like to develop a plan and a timeline to move forward. Sawatzke again expressed his desire to tour the building today in order to get a better idea of what the issues are and where they are located in the building, and he would also like to get a general idea of what improvements/changes are being proposed for various areas in the building.

Potter commented that because of the complexity of the deferred maintenance needs and wish list, the costs would be a significant determining factor on how this will be accomplished, and items might have to be completed in phases. Because there are so many different issues to consider, he felt that it was important that the whole Board be here to listen to suggestions and concerns. Kelly asked if it would be worth paying HCM to get involved again to flesh out a proposed plan of attack. Sawatzke said that they had already presented a plan, and because it seemed 'over the top,' the Board had already chosen not to do it. Mattice commented that HCM has already done an analysis of what's wrong and what needs updating in the building, and perhaps that information could be easily handled by a smaller firm in determining future actions. Sawatzke brought up the issue of asbestos that is present in the flooring in the older portion of the building and said that as long as the tile is in good shape, there is no reason to disturb it. If it is in good repair, it doesn't present a danger. He asked about the need for ADA compliant doors and was told by Mattice that these are doors that would have to be changed only if a remodel is done and doors are replaced. Mattice said that if a remodel is done, certain items in the remodeling areas would have to be brought up to current code, but only if they are being replaced. There is a certain threshold that has to be met for certain code items, and Planning & Zoning could address these concerns. Hatfield said that work on ventilation and structural changes could need an engineer's stamp of approval, and for that reason, HCM would be a good firm to use.

With the additional space of the tempered storage at the new Highway facility, plans are to have a parking space for the Veterans Service van that is currently being parked outside. Mattice added that there would probably be room for the 'Sentence to Serve' (STS) operations van and trailer in the back of the current shop once Highway vacates that area. Both Mattice and Jobe distributed handouts [Attachments 2 & 3] that showed suggested use of space in the entire building once Highway is out. Jobe talked about space that he would like to see utilized by the Survey Department for equipment storage, office space, work top space, parking, meeting space, and public transaction areas. Jobe suggested designating the current small conference room near the front reception area for Parks offices, redoing the current reception area, and creating a new, larger conference room toward the southwest end of the current office area. His outdoor crew would be situated near the rear door of the office area so that tracking of dirt from outside work would be kept to a minimum.

Mattice's handout showed parking designations in the shop area that include adequate space for Survey vehicles, though specific stalls have not yet been assigned and would not have to be permanent. His plan showed a parts room, a work shop, wood shop, and a fabricating shop (in the current welding room); and though he would love to move the mechanical area in line with the fabricating shop, it wouldn't be fiscally feasible because of the ground hoists that are already in place in the Highway shop area. There is an area in the rear of the current Highway shop where he would like to see a garage door installed for more functional storage and movement of equipment in and out of the building. All the supports are there, so installation would be relatively easy. Parks would still be able to utilize outside storage at the compost for firewood, rocks, etc.

When asked how many individuals contact the three different offices via direct visits on site, Holmquist said that anywhere from 10 to 20 visit each department per week. Numbers have recently been up for the Survey Department because of the recently published plat book, and numbers are starting to increase with the upturn in recent construction/realtor market activities. The Parks Department has few walk-in guests who don't have appointments. Borrell asked why the current front counter wasn't adequate, and Jobe said that it would be nice to have someone manage the counter after the Highway Department vacates the building. He would like to have an office manager to manage things from 8:00 a.m. to 4:30 p.m., Mondays – Fridays. Mattice said that there are times when no one from the Parks Department is in the building, especially during the spring/summer months, and he agreed that it would be good to have someone at a front counter. Sawatzke commented that the necessity for front counter help differs if the numbers are two/day or 18/day. Jobe said that he still definitely needs the help, and this person could stay busy with giving him assistance with

3-29-16 OWNERS COMMITTEE OF THE WHOLE MINUTES (cont.):

both clerical and record research help. He also needs someone to know where the staff is at all times of the day. He said that he has eight fulltime staff, including survey staff and GIS staff. He is trying to find a way to reach maximum functionality and service to the public. If the County is going to keep the office, then they need to invest in it. He asked that Board members consider how fast supervisors come and go through this department. Borrell suggested that a buzzer could be pushed by customers, as is the case now, and certain members of Jobe's staff could take turns being on call to service the front counter. Meeting minutes and payroll data input for the Parks Department could be handled in the same manner as they are now, and since they are handled electronically, the work wouldn't even have to be done in the same building.

Daleiden expressed his interest in having the Extension Office move out to the current PW building and said that they have 1.5 front desk people now. Nothing says that this can't be changed to two fulltime people, and they could be given more room. The records area could still be accessed, as it is used every day; and if the Extension Office, who works closely with the Parks Department, was moved out here and gained more working space, you could kill two birds with one stone...both the Survey Department and the Extension Office would benefit. Borrell said that improvements could be accomplished if proper planning were done. Sawatzke asked how many square feet of office space there are now for each department, and Mattice said that Highway office totals approximately 3,000 sf, Survey has 2,000 sf, and Parks have 300 sf. When asked what the current square footage of the Extension Office is, Kelly said that he didn't know, but it was not a large space. Potter agreed that it wasn't large, and if this office were moved out of the Government Center, Court Administration could take advantage of the vacated space. This might be a good time to move them out to the current PWB site, and it would free up space for the Court study that is currently going on. With the space that will be freed up when Highway leaves the building, and not even counting the common space, there should be plenty of room for growth and for inclusion of the Extension Office. Having them here would also cure the issue of having someone available at the front desk. Meeting minutes and payroll duties could still be accomplished electronically, and not necessarily require that this be done at the front desk. Borrell asked if the Veterans Service Office could be located here, but he was told that the PWB is located within a range (10 miles) of the nuclear plant, which precludes them from having an office here.

Jobe expressed his concern about evening programs and how they might interfere with the day-to-day operations of both the Parks and Survey Departments. Daleiden said that if the meetings are held after office hours, there would be no interference with daily operations. Jobe said that he also is considering a larger size for a new conference room, especially with the limited size of the current front conference room. Sawatzke said that he doesn't see the conflict but sees it more as a utilization of the current facilities, especially as the facility is probably underutilized in the evenings. If other office areas are blocked off, the inconvenience of using space in the evenings could be overcome.

Mattice asked how deferred maintenance should be handled, should they look at the current report by HCM and determine priorities, or should a new firm be contacted to give an opinion. Kelly asked Mattice for his opinion, and he said that he would favor contracting with a new firm. Sawatzke said that this firm could work with the Building Committee, and Mattice said he will talk with staff about deferred maintenance and come back to the Building Committee and communicate their concerns. Daleiden said that the roofing, insulation, and windows all need to be addressed. Mattice said that if the air flow is corrected, some of the condensation and water problems might also be corrected. He would like to see a recommendation related to deferred maintenance that would allow hiring a space needs firm, such as an architect, who can talk about the needs for both the Survey and Parks Departments. He would also like to talk with the Extension Office about their needs. Jobe added that they will need someone with structural knowledge about the walls, windows, etc., to address the problems, and Sawatzke said that any firm of this type should be able to identify bearing walls, etc.

Members of the Owners Committee and other attendees began a tour of the facilities at 11:45 a.m. They reconvened the meeting at 12:30 p.m.

Present: Pat Sawatzke, Lee Kelly, Susan Vergin, Brad Hatfield, Marc Mattice, Ralph Borell, Charlie Borrell, Mike Potter, Chris Husom, Steve Jobe, Mark Daleiden, Alek Halverson, Eric Stennes, and Barb Holmquist.

3-29-16 OWNERS COMMITTEE OF THE WHOLE MINUTES (cont.):

Sawatzke asked for suggestions on what should be recommended as the first point of action, and Mattice said that he would like to see a process developed to move forward and to have the appropriate parties appointed for that exercise. Sawatzke suggested that these people sit down with the new person who has been recently hired by the County to oversee building operations, the Facilities Services Director, a position that has been developed with the recent vacation of the position of 'Purchasing Agent.' Potter suggested that this first step be taken and that they meet with Kelly, and then the Building Committee can become involved and address the recommendations/findings. Daleiden suggested that if relocating the Extension Office here is a consideration, it might be a good idea to meet with them and have them come out here and see if they would be willing to work with Mattice and Jobe. Are they interested? Jobe asked how realistic it would be for Extension to relocate here, and Sawatzke said that it would be very doable. If they do not want to leave where they are, then it is one less area the architect looks at. Potter wants to look at this option to see whether or not it will work. Daleiden agrees that this is part of the equation. Does it make sense and are they interested...if so, then move forward. If not, consider the other option to move them somewhere else.

Mattice asked if he should invite Extension to a meeting without the commissioners, and the number of positions in Extension was discussed. They have a full time and half time secretary, an ag person, a nutrition person, and another position that is shared with McLeod County. Jobe expressed his desire to do something different for the survey counter. Husom said that she likes the thought that there is a greeter instead of the way it's set up now. Sawatzke said that maybe a better button is needed. Jobe said that he wants more space up front, and Daleiden commented that it would be good to consider all options. Jobe had talked about making a large area into a new conference room and moving records, but Daleiden said that the reality is that there is already a records room. He said that he would like to see the Building Committee take baby steps on any changes for this building. Perhaps some portable walls, such as the cubicles, could be taken out, but the first step would be to figure out what will occupy the space. He added that the Extension Office has some really organized people, and they may even have a better idea of how to arrange the current office space in this building. Sawatzke suggested that the Building Committee meet with the newly hired Facilities Services Director after he starts his employment here. Both Potter and Daleiden could make some inroads with the Extension Office, and Jobe and Mattice could also get acquainted with members of Extension and learn what their vision is.

Sawatzke said that right now they are ahead of the game because it was initially decided that this conversation wouldn't even begin until Highway vacated the building. Mattice said that he felt it was good timing, because Highway's move is planned for July. Jobe asked about repairs to the roof and whether it would be necessary to move employees out of the building during the work, but Daleiden said that the work would be done outdoors and shouldn't be disruptive to the employees in the building. Mattice asked if the Facilities Director would put together bid docs, etc., that would be needed for roof repair/window replacement, etc., and Daleiden said that they would have to figure out first what is necessary. The Building Committee meets the second Wednesday of the month, and perhaps the May 11th meeting would be a good time to come together, which would allow the Facilities Director time to adjust to his duties.

Both Jobe and Mattice will get in touch with the Extension Office and try to set up a meeting with them before the May 11th meeting. They can find out how many people would need accommodations and see if they might prefer a certain location in the office area. Borrell suggested that pictures be taken and shared with a company that is qualified to make changes to the sign shop area. Daleiden suggested that the lunchroom could possibly be considered for changes that would help meet some the needs discussed today. There was some light discussion about the storage of Parks materials and use of the old impound area, and these and other issues will be addressed at a later date.

(End of 3-29-16 Owners Committee Of The Whole Minutes)

ITEMS FOR CONSIDERATION**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

1. Quarterly Township Meeting. Husom said all Commissioners attended the Meeting on 4-07-16 where the Solar Energy Farms issue was discussed. It appeared that some townships were not completely aware of what was going on relative to the ordinance and the impact it may have on the townships. Senator Bruce

Anderson and Representative Marion O'Neill attended the Meeting. Rep. O'Neill talked about Xcel Energy looking for 24,000 acres of solar farms throughout Minnesota. Currently, solar farms are about 18%-20% efficient, whereas the Sherco Plant in Becker and the Monticello Nuclear Plant in Monticello are running at about 95% efficiency. Husom said another person spoke about how solar panels may become more efficient in the future due to changes in technology.

2. Buffalo Safe Schools. Husom and Potter attended a meeting last week. Discussion included the Crisis Nursery and various programs Safe Schools is working with.
3. National Association of Workforce Boards Conference. Husom recently attended the Conference. One of the sessions related to a career quest program that is held in Michigan for youth in grades 6-12. Those participating attended various information sessions relating to career opportunities. Cards were provided that addressed careers and associated wages, and 87% of participants learned of opportunities they had not previously been aware of. This type of event will be held again in May followed by a job fair.
4. Wright Technical Center. Husom said the Buffalo Rotary recently held a field day at Wright Technical Center. The Center has expanded quite a bit since the 1970's. There are approximately 700 students with about 25 being in apprenticeships. Funding is through eight school districts. Potter said the Technical Center is in need of instructors and is a good alternative for those who will not be going to college.
4. AMC Transportation Regional Policy Committee. Potter said the group is visiting various parts of the State, most recently in Rochester on 4-11-16. There was dialogue on transportation needs and getting legislators to come up with a solution. Fixing roads is a core function of government. The next meeting location is in Brainerd in a couple of weeks. The group may also visit Mankato and Duluth.
5. River Rider. Sawatzke provided a brief update. MnDOT has requested an appointment in Sherburne County to review some of the audit material for the River Rider. It is expected that meeting will occur in the next week or so.

The meeting adjourned at 9:47 A.M.

MADDEN • GALANTER • HANSEN, LLP
ATTORNEYS AT LAW

Frank J. Madden
Susan K. Hansen
Sandi Blaeser
Pamela R. Galanter (Retired)

7760 France Avenue South, Suite 290
Bloomington, Minnesota 55435-5834
Telephone 763.545.2525
Facsimile 952.999.4789

April 01, 2016

Mr. Lee Kelly
County Coordinator
Wright County Government Center
10 Northwest Second Street
Buffalo, MN 55313

Re: Services Rendered Through 3/31/2016
(Labor Relations Services)

Dear Lee:

Enclosed is our statement for services rendered from 3/1/2016 through 3/31/2016, which is summarized as follows:

Billing Summary

Total for services rendered	\$2,493.40
Total expenses	\$124.14
Balance Due	\$2,617.54

If you have any questions regarding the above, please feel free to contact me.

Sincerely,



Frank J. Madden

FJM:ch
Enclosure

April 01, 2016

Mr. Lee Kelly
County Coordinator
Wright County Government Center
10 Northwest Second Street
Buffalo, MN 55313

Re: Services Rendered Through 3/31/2016
(Labor Relations Services)

		<u>Hrs/Rate</u>	<u>Amount</u>
03/02/16	Meeting with County and Union, phone discussion with County and review of notes (Human Services).	4.10 \$137.00/hr	\$561.70
03/03/16	Phone discussion with HR regarding AFSCME issues (Administration).	0.40 \$137.00/hr	\$54.80
03/08/16	Phone discussion with County and review of notes (Human Services).	0.20 \$137.00/hr	\$27.40
03/09/16	Phone discussion with County and review of investigation notes (Human Services).	0.80 \$137.00/hr	\$109.60
03/10/16	Phone discussion with County, preparation of grievance response and review of notes (Human Services).	1.20 \$137.00/hr	\$164.40
03/11/16	Preparation of email to County and review of notes (Human Services).	0.30 \$137.00/hr	\$41.10
03/14/16	Phone discussion with County and review of notes (Human Services).	0.40 \$137.00/hr	\$54.80
03/15/16	Review of file and phone discussion with County regarding AFSCME issues (Administration).	0.40 \$137.00/hr	\$54.80

		<u>Hrs/Rate</u>	<u>Amount</u>
03/18/16	Review of email from County and preparation of response (Human Services).	0.20 \$137.00/hr	\$27.40
03/21/16	Review of file materials (Human Services).	0.40 \$137.00/hr	\$54.80
03/22/16	Pre-meeting with client, attendance at Loudermill meeting, preparation of notes and review and analysis of personnel matter (Human Services).	4.20 \$137.00/hr	\$575.40
03/23/16	Review and analysis of personnel matter (Human Services).	0.20 \$137.00/hr	\$27.40
03/24/16	Review and revise disciplinary notice, phone discussion with County and review of email (Human Services).	1.80 \$137.00/hr	\$246.60
03/25/16	Review and revise notice of suspension and phone discussion with County (Human Services).	0.60 \$137.00/hr	\$82.20
03/28/16	Phone discussions with County and union representative, review of notes, preparation of settlement document and preparation of email to Union (Human Services).	1.40 \$137.00/hr	\$191.80
03/29/16	Phone discussion with County regarding personnel and workers compensation issue and review of notes (Sheriff's Office).	0.90 \$137.00/hr	\$123.30
03/31/16	Phone discussion with County and review of notes (Human Services).	0.70 \$137.00/hr	\$95.90
	Total	<u>18.20</u>	<u>\$2,493.40</u>
		<u>Qty/Price</u>	
03/02/16	Mileage (ADMIN)	83 \$0.54	\$44.82
03/22/16	Mileage (HS)	83 \$0.54	\$44.82

Mr. Lee Kelly
April 01, 2016
Page 3

		<u>Qty/Price</u>	<u>Amount</u>
03/31/16	Photocopies (HS)	230 \$0.15	\$34.50
	Total additional charges		<u>\$124.14</u>
	Total amount of this bill		<u><u>\$2,617.54</u></u>

WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ **BOARD MEETING DATE:** 4/19/16 **CONSENT AGENDA:** X

AMT. OF TIME REQUIRED: _____ **ITEM FOR CONSIDERATION:** _____

ADMINISTRATION

ORIGINATING DEPARTMENT/SERVICE

X Sunny M. Hesse _____

REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Request approval of MOA with Local 49 regarding ability for members to volunteer to staff shifts at 2016 Wright County Fair during unscheduled working hours.

BACKGROUND/JUSTIFICATION:

Current MOA on file for 2015 Wright County Fair which expired 12/31/15. Request to enter into another MOA for 2016 Wright County Fair period.

COUNTY ATTORNEY
REVIEW DATE:

FINANCIAL
IMPLICATIONS: \$ _____

COUNTY COORDINATOR/DATE:

ADMINISTRATIVE
RECOMMENDATION:

- APPROVAL
- DENIAL
- NO RECOMMENDATION

BUDGETED: _____
YES NO

FUNDING: _____
LEVY OTHER

COMMENTS:

COMMENTS:

MEMORANDUM OF UNDERSTANDING
Between
WRIGHT COUNTY
-And-
INTERNATIONAL UNION OF OPERATING ENGINEERS
LOCAL NO. 49

This Memorandum of Understanding (MOU) is entered into between Wright County and the International Union of Operating Engineers Local No. 49, AFL-CIO, and sets forth the respective parties agreement regarding employees who are members of Local No. 49 who volunteer to staff the Highway Department Information Booth shifts at the 2016 Wright County Fair during unscheduled working hours.

It is hereby understood and mutually agreed to between the parties that:

1. Union employees will be allowed to volunteer to staff shifts at the 2016 Wright County Fair during unscheduled working hours, as stated in the Labor Agreement.
2. The Union agrees to waive the overtime requirement as stated in Article XIII-Overtime, Sections 13.1 and 13.2 for the voluntary hours worked during the 2016 Wright County Fair.
3. In lieu of the overtime, the Employee will be allowed one (1) hour off during the regular scheduled shift within the same pay period for each hour worked at the Fair. Example: 8 hours worked at the Fair, the Employee will be allowed eight (8) hours off their regular shift to be used within the same pay period.
4. The Supervisor and the Employee must agree to the scheduling of the above time off.
5. In the event that there is an opportunity for the Employee to work overtime during the week with the traded hours off, the traded hours will be considered as hours worked for the purpose of computing the overtime.
6. It is further understood and agreed to between the parties that this Memorandum of Understanding is solely and strictly being entered into for this specific individual situation/event (the 2016 Wright County Fair); and, said MOU shall not be accepted or deemed a standard practice for handling similar situations/events either now or in the future.

FOR THE COUNTY OF WRIGHT:

Dated: _____

FOR I.U.O.E LOCAL NO. 49



Dated: 3-30-16

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:	9:05 a.m.	Board Meeting Date:	4-19-16	Consent Agenda:	X
Amt. of Time Required:		Item For Consideration:			
Auditor-Treasurer's Office		Board Action Requested:			
Originating Department/Service		Approve Renewal of Annual Off Sale Liquor License for Lantto's Store, Inc.			
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
Annual License Period is July 1, 2016 – June 30, 2017.					
Application has been approved by the offices of the Wright County Sheriff, Wright County Attorney, as well as the Town Board of French Lake Township.					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:	County Attorney Review/Date:		Financial Implications: \$		
County Coordinator/Date	Administrative Recommendation: Approval Denial No Recommendation		Budgeted: Yes No		
		Funding: Levy Other			
Comments:			Comments:		

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:		Board Meeting Date:	4-19-16	Consent Agenda:	X
Amt. of Time Required:		Item For Consideration:			
Auditor-Treasurer's Office		Board Action Requested:			
Originating Department/Service		Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$402,273.91 with 156 Vendors and 229 Transactions.			
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:	County Attorney Review/Date:	Financial Implications: \$			
County Coordinator/Date	Administrative Recommendation: Approval Denial No Recommendation	Budgeted: Yes No			
		Funding: Levy Other			
Comments:			Comments:		

WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: BOARD MEETING DATE: 4/19/16 CONSENT AGENDA: X

AMT. OF TIME REQUIRED: _____ ITEM FOR CONSIDERATION: Position replacement

County Board

ORIGINATING DEPARTMENT/SERVICE

X *Bill Morgan*
Sam Bodenitz
REQUESTOR'S SIGNATURE
4/13/16
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Backfill social work position.

BACKGROUND/JUSTIFICATION:

Backfill social worker position.

COUNTY ATTORNEY
REVIEW DATE:

**FINANCIAL
IMPLICATIONS:**

\$ _____

COUNTY COORDINATOR/DATE:

**ADMINISTRATIVE
RECOMMENDATION:**

- APPROVAL
 DENIAL
 NO RECOMMENDATION

BUDGETED:
 YES NO

FUNDING:

COMMENTS:

COMMENTS:

**WRIGHT COUNTY
REQUEST FOR BOARD ACTION**

REQ. AGENDA TIME: _____ BOARD MEETING DATE: 04-19-16 CONSENT AGENDA X
AMT. OF TIME REQUIRED: _____ ITEM FOR CONSIDERATION: _____

HIGHWAY
ORIGINATING DEPARTMENT/SERVICE
X *Nigel Adams*
REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Schedule Bid Opening at the Highway Department
11:00 a.m., Friday, May 27, 2016

BACKGROUND/JUSTIFICATION:

Schedule bid opening for the CSAH 35/CR 134 Roundabout Project (SP 086-070-011) at 11:00 a.m. on Friday, May 27, 2016.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN
ADMINISTRATION OFFICE:

COUNTY ATTORNEY
REVIEW DATE:

FINANCIAL
IMPLICATIONS: \$ _____

BUDGETED:
 YES NO

COUNTY COORDINATOR/DATE:

ADMINISTRATIVE
RECOMMENDATION:
 APPROVAL
 DENIAL
 NO RECOMMENDATION

FUNDING:
 LEVY OTHER

COMMENTS:

COMMENTS:

WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ BOARD MEETING DATE: 04-19-16 CONSENT AGENDA X

AMT. OF TIME REQUIRED: _____ ITEM FOR CONSIDERATION: _____

HIGHWAY
ORIGINATING DEPARTMENT/SERVICE
X *[Signature]*
REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

**Refer to Ways & Means Committee
Approval for Land Rental Contract**

BACKGROUND/JUSTIFICATION:

A short summary is attached.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN
ADMINISTRATION OFFICE:

COUNTY ATTORNEY
REVIEW DATE:

FINANCIAL
IMPLICATIONS: \$ _____

BUDGETED:
 YES NO

COUNTY COORDINATOR/DATE:

ADMINISTRATIVE
RECOMMENDATION:
 APPROVAL
 DENIAL
 NO RECOMMENDATION

FUNDING:
 LEVY OTHER

COMMENTS:

COMMENTS:

2016 – 18 LAND RENTAL CONTRACTS

The Highway Department has rented out land to local farmers for many years. These contracts have had 3 year terms, with a new term beginning this year. The big advantage to the County is we can retain ownership for future use and the renter maintains the land, such as controlling weeds.

It is recommended we continue our contract with Dale Gapinski on the Rassat property in Marysville Township. Crop prices are not strong again this year, so continuing rental at last year's rate of \$60 per acre per year is recommended. Total annual rent for 30.75 farmed acres is \$1,845. The Highway Department will pay \$1,608 in property taxes for 2016, for the entire 80 acre site.

The Stemper rental property has been reduced to 6 acres due to placement of the Sheriff's impound lot on the east end of this land. Mr. Gapinski has agreed to continue to rent this land. However, we believe a better fit is to rent to the neighbor, an organic farming operation. This reduces any conflict that might occur due to standard farming practices occurring adjacent to the organic farming.

Total annual rent on Stemper for 6 farmed acres at \$95 per acre per year is \$570. The Highway Department will pay \$740 in property taxes in 2016 for 19.8 acres. I understand the Assessor will revise the taxed acreage downward starting in 2017.

We have negotiated new contracts on both the Rassat and the Stemper parcels. Copies are attached for your review.

LAND RENTAL CONTRACT

This Rental Agreement is made by and between Wright County, (hereinafter "County") and

Name: eQuality Pathways to Potential, Attn: Mona Patterson, Executive Director, a non-profit
612-703-3337

Address: 3717 Colgate Avenue, Minneapolis MN 55410 (hereinafter "Renter").

In consideration of the mutual covenants contained herein, the parties hereby agree as follows:

1. County agrees to allow Renter to plant and harvest agricultural crops on the County-owned land that is the subject of this Contract.
2. Land subject to this Rental Contract is located in Buffalo Township, with Parcel ID # 202.000083302 (Stemper Site).
3. Length of the Contract shall be three (3) years, starting with the month of April of crop year 2016 and ending with the month of December of crop year 2018.
4. 2016 – 2018 Rental rate shall be \$95.00 per acre per year. Rented area is total of six (6.0) acres. The Former Farm home site measuring about 0.5 acre is not included in this area rented.
5. Therefore, the Annual Rent is \$570 and is payable on an annual basis, with payment due by November 20 of each crop year. The first annual payment on this land is due by November 20, 2016. Payment of rent shall be made payable to Wright County Highway Department, and delivered to the Wright County Right of Way Agent, Wright County Highway Department, 1901 Highway 25 North, Buffalo, MN 55313.
6. Renter understands the Highway Department will pile snow on about 2 and 1/4 acres of land. This acreage is located in the extreme southwesterly portion of the property, and includes what remains of the original home site.
7. Renter shall follow best management practices for erosion and weed control. Renter is allowed to use plastic mulch if so desired. Plastic mulch will be removed each fall.
8. County reserves the right to enter the property for various purposes, but will not cause damage to Renter's crops.
9. Renter will hold County, its employees and its agents harmless from any liability for property damage, personal injury or death arising from the use of County land under this Contract.
10. Terms and conditions of this Rental Contract may be changed upon mutual written agreement signed by County and Renter.

WRIGHT COUNTY

RENTER

Board Chair

Date

Mona Patterson

eQuality Pathways to Potential

4/4/2016

Date

County Coordinator

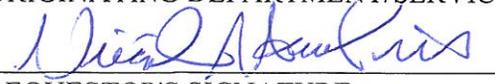
Date

Mona Patterson, Executive Director

Print Name and Title of eQuality officer signing

WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ BOARD MEETING DATE: 04-19-16 CONSENT AGENDA: X
 AMT. OF TIME REQUIRED: _____ ITEM FOR CONSIDERATION: _____

HIGHWAY
 ORIGINATING DEPARTMENT/SERVICE

 REQUESTOR'S SIGNATURE

BOARD ACTION REQUESTED:
**Approval of 2016 Maintenance Agreements
 between Wright County and Six Cities.**

REVIEWED BY/DATE

BACKGROUND/JUSTIFICATION:

The agreements with the cities of Delano, Elk River, Maple Lake, Monticello, Montrose, and Waverly specify the County reimbursing those cities for work done on our highway system. Payments for 2015 were made in December 2015. With the payment, we send a copy of the next year's maintenance agreement for renewal each year.

We have now received all six agreements back from the cities listed above.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:	COUNTY ATTORNEY REVIEW DATE:	FINANCIAL IMPLICATIONS: \$_____.
COUNTY COORDINATOR/DATE:	ADMINISTRATIVE RECOMMENDATION: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/> NO RECOMMENDATION	BUDGETED: _____ YES NO FUNDING: _____ LEVY OTHER

COMMENTS:

COMMENTS:

MAINTENANCE AGREEMENT - 2016

THIS AGREEMENT made and entered into by and between the City of Delano hereinafter referred to as the "City" and the County of Wright hereinafter referred to as the "County".

WHEREAS, Chapter 162, Minnesota Statutes, permits the County to designate certain roads and streets within the City as County State Aid Highways, and

WHEREAS, the City has concurred in the designation of the County State Aid Highway within its limits as identified in County Board's resolutions of August 28, October 8, November 5, December 3, December 27, 1957 and January 7, 1958, and

WHEREAS, it is deemed to the best interest of all parties that the duties and responsibilities of both the City and the County as to maintenance on said County State Aid Highways to be clearly defined,

NOW THEREFORE, IT IS AGREED with regard to said County State Aid Highway maintenance:

That the City will be responsible for routine maintenance on the following highways.

MAINT.

<u>PLAN</u>	<u>ROAD</u>	<u>SEGMENT</u>	<u>MILES</u>	<u>COST/MI.*</u>	<u>TOTAL COST*</u>
C.	CSAH 17	From TH 12 to Park Avenue	0.79	\$4,286.61	\$ 3,386.42

ESTIMATED TOTAL = 0.79 \$ 3,386.42

That routine maintenance shall consist of the following: (Maint. Plan)

- C. Snow and Ice Control

*Based on average annual costs of years 2012, 2013, and 2014

That when the City deems it desirable to remove snow by hauling, it shall do so at its own expense. Snow and ice removal on sidewalks and other boulevard related maintenance outside the curb or street area is governed by City Ordinance.

That the County will be responsible for all other maintenance.

That in December of 2016, the City shall receive payment from the County for their work. This amount shall be based on the average annual cost per mile for the years 2013, 2014, and 2015 for routine maintenance on Municipal County State Aid Highways. The average annual cost per mile will reflect only those costs associated with the areas of routine maintenance for which the city is responsible

ADOPTED:

DECEMBER 1, 2015

ATTEST:

Brian R. Bloch
City Clerk


Mayor

CERTIFICATION

I hereby certify that the above is a true and correct copy of a resolution duly passed, adopted and approved by the City Council of said City on DEC. 1, 2015.

Brian R. Bloch

MAINTENANCE AGREEMENT - 2016

THIS AGREEMENT made and entered into by and between the City of Maple Lake hereinafter referred to as the "City" and the County of Wright hereinafter referred to as the "County".

WHEREAS, Chapter 162, Minnesota Statutes, permits the County to designate certain roads and streets within the City as County State Aid Highways, and

WHEREAS, the City has concurred in the designation of the County State Aid Highway within its limits as identified in County Board's resolutions of August 28, October 8, November 5, December 3, December 27, 1957 and January 7, 1958, and

WHEREAS, it is deemed to the best interest of all parties that the duties and responsibilities of both the City and the County as to maintenance on said County State Aid Highways to be clearly defined,

NOW THEREFORE, IT IS AGREED with regard to said County State Aid Highway maintenance:

That the City will be responsible for routine maintenance on the following highways.

MAINT. PLAN	ROAD	SEGMENT	MILES	ESTIMATED	
				COST/MI.*	TOTAL COST*
F.	CSAH 7	TH 55 W to CSAH 8	0.61	\$ 1,337.23	\$ 815.71
F.	CSAH 7	Div. St. S to 1,000' past South end of Urban section	0.22	1,337.23	294.19
F.	CSAH 8	TH 55 N. to 8 th St.	0.39	1,337.23	521.52
F.	CSAH 8	TH 55 S to CSAH 7	0.16	1,337.23	213.96
F.	CSAH 8	Elm St. to Oak Ave	0.22	1,337.23	294.19
F.	CSAH 57	CSAH 8 to TH 55 E	<u>0.15</u>	1,337.23	<u>200.58</u>
ESTIMATED TOTAL			1.75		\$ 2,340.15

That routine maintenance shall consist of the following:

- F. Snow plowing only.

*Based on average annual costs of years 2012, 2013, and 2014.

That when the City deems it desirable to remove snow by hauling, it shall do so at its own expense. The City shall also be responsible for all snow and ice removal on sidewalks and other boulevard related maintenance outside the curb or street area.

That the County will be responsible for all other maintenance.

That in December of 2016, the City shall receive payment from the County for their work. This amount shall be based on the average annual cost per mile for the years 2013, 2014, and 2015 for routine maintenance on Municipal County State Aid Highways. The average annual cost per mile will reflect only those costs associated with the areas of routine maintenance for which the city is responsible

ADOPTED:

Dec 1, 2015

ATTEST:

Elizabeth M. Bull
City Clerk

Lynn B. Brown
Mayor

CERTIFICATION

I hereby certify that the above is a true and correct copy of a resolution duly passed, adopted and approved by the City Council of said City on Dec 1, 2015.

MAINTENANCE AGREEMENT - 2016

THIS AGREEMENT made and entered into by and between the City of Monticello hereinafter referred to as the "City" and the County of Wright hereinafter referred to as the "County".

WHEREAS, Chapter 162, Minnesota Statutes, permits the County to designate certain roads and streets within the City as County State Aid Highways, and

WHEREAS, the City has concurred in the designation of the County State Aid Highway within its limits as identified in County Board's resolutions of August 28, October 8, November 5, December 3, December 27, 1957 and January 7, 1958, and

WHEREAS, it is deemed to the best interest of all parties that the duties and responsibilities of both the City and the County as to maintenance on said County State Aid Highways to be clearly defined,

NOW THEREFORE, IT IS AGREED with regard to said County State Aid Highway maintenance:

That the City will be responsible for routine maintenance on the following highways.

MAINT.

<u>PLAN</u>	<u>ROAD</u>	<u>SEGMENT</u>	<u>MILES</u>	<u>COST/MI.*</u>	<u>TOTAL COST*</u>
E.	ALL	(See CSAH 75, 39, CR 117)	5.75 mi	Lump Sum	\$ 2,127.50
C.	CSAH 75	Willow St. to CSAH 39 (Includes four lane portion plus turnlanes.)	5.25	4,786.61	25,129.70
D.	CSAH 39	From City Public Works Bldg. to W. Jct. of CSAH 75	0.32	1,071.65	342.93
C.	CR 117	From a point 930 feet north of 85 th NE To 85 th Street NE	0.18	4,286.61	<u>771.59</u>
ESTIMATED TOTAL =			5.75		\$28,371.72

That routine maintenance shall consist of the following: (Maint. Plan)

- C. Snow and ice control.
- D. 25% snow and ice control.
- E. Sweeping

*Based on average annual costs of years 2012, 2013, and 2014, plus \$500/mile for four-lane portion (snow/ice control only).

That when the City deems it desirable to remove snow by hauling, it shall do so as its own expense. The City shall also be responsible for all snow and ice removal on sidewalks and other boulevard related maintenance outside the curb or street area.

That the County will be responsible for all other maintenance.

That the City shall indemnify, save and hold harmless the County and all of its agents and employees of any form against any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the execution or performance of the work provided for herein to be performed by the City. It is further agreed that any and all full-time employees of the City and all other employees of the City engaged in the performance of any work or services required or provided for herein to be performed by the City shall be considered employees of the City only and not of the County; and that any and all claims that may or might arise under Workmen's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said City employees while so engaged on any of the work or services provided to be

MAINTENANCE AGREEMENT - 2016

THIS AGREEMENT made and entered into by and between the City of Montrose hereinafter referred to as the "City" and the County of Wright hereinafter referred to as the "County".

WHEREAS, Chapter 162, Minnesota Statutes, permits the County to designate certain roads and streets within the City as County State Aid Highways, and

WHEREAS, the City has concurred in the designation of the County State Aid Highway within its limits as identified in County Board's resolutions of August 28, October 8, November 5, December 3, December 27, 1957 and January 7, 1958, and

WHEREAS, it is deemed to the best interest of all parties that the duties and responsibilities of both the City and the County as to maintenance on said County State Aid Highways to be clearly defined,

NOW THEREFORE, IT IS AGREED with regard to said County State Aid Highway maintenance:

That the City will be responsible for routine maintenance on the following highways.

<u>MAINT. PLAN</u>	<u>ROAD</u>	<u>SEGMENT</u>	<u>MILES</u>	<u>COST/MI.*</u>	<u>TOTAL COST*</u>
C.	CSAH 60	From TH 12 to Buffalo Street	0.32	\$4,286.61	<u>\$1,371.72</u>
ESTIMATED TOTAL =					\$1,371.72

That routine maintenance shall consist of the following: (Maint. Plan)

C. Snow and ice control.

*Based on average annual costs of years 2012, 2013, and 2014.

That when the City deems it desirable to remove snow by hauling, it shall do so at its own expense. The City shall also be responsible for all snow and ice removal on sidewalks and other boulevard related maintenance outside the curb or street area.

That the County will be responsible for all other maintenance.

That in December of 2016, the City shall receive payment from the County for their work. This amount shall be based on the average annual cost per mile for the years 2013, 2014, and 2015 for routine maintenance on Municipal County State Aid Highways. The average annual cost per mile will reflect only those costs associated with the areas of routine maintenance for which the city is responsible

ADOPTED:

December 14, 2015

ATTEST:

Margaret Melick
City Clerk

[Signature]
Mayor

CERTIFICATION

I hereby certify that the above is a true and correct copy of a resolution duly passed, adopted and approved by the City Council of said City on December 14, 2015

Margaret Melick

MAINTENANCE AGREEMENT - 2016

THIS AGREEMENT made and entered into by and between the City of Waverly hereinafter referred to as the "City" and the County of Wright hereinafter referred to as the "County".

WHEREAS, Chapter 162, Minnesota Statutes, permits the County to designate certain roads and streets within the City as County State Aid Highways, and

WHEREAS, the City has concurred in the designation of the County State Aid Highway within its limits as identified in County Board's resolutions of August 28, October 8, November 5, December 3, December 27, 1957 and January 7, 1958, and

WHEREAS, it is deemed to the best interest of all parties that the duties and responsibilities of both the City and the County as to maintenance on said County State Aid Highways to be clearly defined,

NOW THEREFORE, IT IS AGREED with regard to said County State Aid Highway maintenance:

That the City will be responsible for routine maintenance on the following highways.

<u>MAINT. PLAN</u>	<u>ROAD</u>	<u>SEGMENT</u>	<u>MILES</u>	<u>COST/MI.*</u>	<u>TOTAL COST*</u>
C.	CSAH 9	CSAH 8 to 3 rd Street N	0.92	\$ 4,286.61	<u>\$ 3,943.68</u>
ESTIMATED TOTAL =			.92		\$ 3,943.68

That routine maintenance shall consist of the following: (Maint. Plan)

C. **Snow and ice control**

*Based on average annual costs of years 2012, 2013, and 2014

That when the City deems it desirable to remove snow by hauling, it shall do so at its own expense. The City shall also be responsible for all snow and ice removal on sidewalks and other boulevard related maintenance outside the curb or street area.

That the County will be responsible for all other maintenance.

That in December of 2016, the City shall receive payment from the County for their work. This amount shall be based on the average annual cost per mile for the years 2013, 2014, and 2015 for routine maintenance on Municipal County State Aid Highways. The average annual cost per mile will reflect only those costs associated with the areas of routine maintenance for which the city is responsible

ADOPTED:

December 8, 2015

ATTEST:

Deborah Ryska
City Clerk

Coastance Holmes

Mayor

Wright County Request for Board Action

Req. Agenda Time: _____	Board Meeting Date: <u>4/19/16</u>	Consent Agenda <u>X</u>
Amt of Time Required: <u>0</u>	Item for Consideration: <u>Refer to Technology Committee</u>	

IT Originating Department  Requestor's Signature	BOARD ACTION REQUESTED: Refer to April 27 th Technology Committee
--	--

Reviewed by/date _____

BACKGROUND/JUSTIFICATION:
 Refer to the Technology Committee:
 a. Server Room Updating
 b. Information Security Assessment status
 c. Boardroom Youtube testing update
 d. Wireless site survey
 e. IT surveys

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

Date/Time Received in Administration Office:	County Attorney Review Date:	Financial Implications
County Coordinator/Date	Administrative Recommendation: <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> No recommendation	Budgeted: Funding:

COMMENTS: _____ **COMMENTS:** _____

WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ **BOARD MEETING DATE:** 4-19-16 **CONSENT AGENDA:** XX

AMT. OF TIME REQUIRED: _____ **ITEM FOR CONSIDERATION:** _____

<p style="text-align: center;"><u>PARKS</u></p> <p>ORIGINATING DEPARTMENT/SERVICE</p> <p>_____</p> <p><i>Mare Mattice</i></p> <p>REQUESTOR'S SIGNATURE</p> <p>_____</p> <p>REVIEWED BY/DATE</p>	<p>BOARD ACTION REQUESTED:</p> <p>Confirm Commissioner District 4 Parks Commission Appointment, Marjory Hart, City of St. Michael Resident, effective immediately terms ends on 12/31/2018 (Three Year Term)</p>
---	---

BACKGROUND/JUSTIFICATION:

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

<p>DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:</p>	<p>COUNTY ATTORNEY REVIEW DATE:</p>	<p>FINANCIAL IMPLICATIONS: \$ _____</p> <p>BUDGETED: _____</p> <p style="text-align: center;"> YES NO</p> <p>FUNDING: _____</p> <p style="text-align: center;"> LEVY OTHER</p>
<p>COUNTY COORDINATOR/DATE:</p>	<p>ADMINISTRATIVE RECOMMENDATION:</p> <p><input type="checkbox"/> APPROVAL</p> <p><input type="checkbox"/> DENIAL</p> <p><input type="checkbox"/> NO RECOMMENDATION</p>	

COMMENTS:

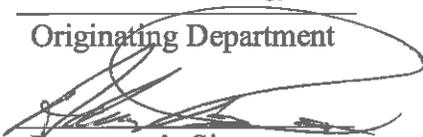
COMMENTS:

Wright County Request for Board Action

Req. Agenda Time: ? Board Meeting Date: 04/19/2016 Consent Agenda No
Amt of Time Required: 3 Min Item for Consideration: Introduction of new IT Staff

Information Technology

Originating Department



Requestor's Signature

BOARD ACTION REQUESTED:

No action requested. Introducing IT Records Management Analyst, Scott Larson and Sr. Systems Engineer, Brian Malinski.

Reviewed by/date

BACKGROUND/JUSTIFICATION:

Wright County IT has recently hired Scott Larson to fill our Records Management Analyst position, and Brian Malinski to fill our Sr. Systems Engineer position.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

Date/Time Received in Administration Office:	County Attorney Review Date:	Financial Implications
County Coordinator/Date	Administrative Recommendation: <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> No recommendation	Budgeted: Funding:

COMMENTS:

COMMENTS:

WRIGHT COUNTY

REQUEST FOR BOARD ACTION

Req. Agenda Time:	9:05 a.m.	Board Meeting Date:	4-19-2016	Consent Agenda:	
Amt. of Time Required:	2 min.	Item For Consideration:			
Auditor-Treasurer's Office		Board Action Requested:			
Originating Department/Service		Approve a Plat "Peterson Farm" (Corinna Twp).			
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:	County Attorney Review/Date:	Financial Implications: \$			
County Coordinator/Date	Administrative Recommendation: Approval Denial No Recommendation	Budgeted: Yes No			
		Funding: Levy Other			
Comments:			Comments:		



**OFFICE OF
WRIGHT COUNTY ATTORNEY
Thomas N. Kelly**

*Wright County Government Center
10 2nd Street NW, Room 400
Buffalo, Minnesota 55313-1189*

*Phone: (763) 682-7340
Toll Free: 1-800-362-3667 Fax: (763) 682-7700*

*Chief Deputy Attorney
Brian J. Asleson
Chief of Criminal Division
Brian A. Lutes
Victim/Witness
Assistance Coordinator
Jenny Paripovich
Paralegal
Michelle Sandquist
Office Manager
Cindy Hohl*

*Assistants
Terry D. Frazier
Scott M. Sandberg
Mark A. Erickson
Elizabeth M. Larson
Aaron D. Duis
Karen L. Wolff
Shane E. Simonds
Thomera R. Karvel
Kari L. Willis
Greg T. Kryzer
John Bowen
Christos Jensen*

April 5, 2016

Mr. Robert Hiiivala
Wright County Auditor/Treasurer
Wright County Government Center
Buffalo, MN 55313

Mr. Steve Jobe
Wright County Surveyor
Wright County Government Center
Buffalo, MN 55313

RE: Plat and Mylars of Peterson Farm

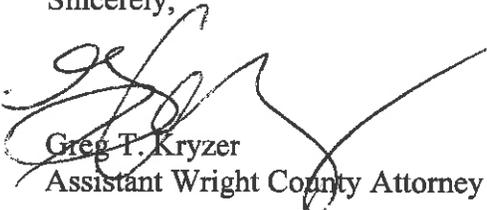
Gentlemen:

I have examined the mylars for Peterson Farm, as well as the title opinion submitted from Mr. Jan C. Larson with an effective date of March 30, 2016.

The Title Opinion reports that the property being platted is owned in fee by MaryAnn A. Peterson. The opinion further indicates that the property is good and marketable and is not encumbered by a mortgage.

Subject to the aforementioned condition, I am of the opinion that the Peterson Farm Plat is ready for recording, and I recommend to the Wright County Board of Commissioners that it approve this plat.

Sincerely,



Greg T. Kryzer
Assistant Wright County Attorney

Cc: Mr. Jan C. Larson, Esq.
Ms. Kelly Day, Interim County Recorder
Ms. Tanya West, Deputy Wright County Auditor

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:	9:05 a.m.	Board Meeting Date:	4-19-16	Consent Agenda:	
Amt. of Time Required:	3 min.	Item For Consideration:			
Auditor-Treasurer's Office		Board Action Requested:			
Originating Department/Service		Approve COTW Minutes from March 28, 2016 Regarding County Ditch 31.			
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:	County Attorney Review/Date:	Financial Implications: \$			
County Coordinator/Date	Administrative Recommendation: Approval Denial No Recommendation	Budgeted: Yes No			
		Funding: Levy Other			
Comments:			Comments:		

COMMITTEE OF THE WHOLE

MARCH 28, 2016

COUNTY BOARD ROOM

The Wright County Committee of the Whole met at 3:00 P.M. with Husom, Sawatzke, Daleiden, Potter and Borrell present.

Also present was Mike Young, Ditch Inspector; Brian Asleson, Wright County Attorney; Bob Hiivala, Auditor/Treasurer; Janice Edmonson, Auditor's Office; Benefitted landowners from County Ditch 31, Pete Kern, Ron Broll, and Gary Diers.

MIKE YOUNG, DITCH INSPECTOR

Discuss five County Ditch Repairs that have recommendations to proceed based upon the system failing.

1. County Ditch 18 is located in French Lake Township north of Cokato.

I inspected the above system after being contacted by Kyle Ashwill, a landowner on the system. Ashwill explained that the ditch on his property was beginning to slow due to vegetation blocking the channel. Ashwill requested that he be allowed to clean the portion on his property and is willing to do so without charging the benefitted roles for this system.

An inspection of the system revealed that there is significant vegetation blocking the flow of water. Elevation checks showed that there was adequate fall at crossings.



The inspection also showed that the water was stagnated due to the inability to freely flow through the channel and that the culverts along the system were ½ to completely full.

Young said his recommendation would be to cleanout approximately 2000 feet of the system, which would be completed by Ashwill at his expense. The cleanout would be no deeper, or wider than the original ditch at the bottom. Spoils would need to be spread adequately to allow for spraying of the banks and buffer strip to occur.

Sawatzke inquired whether Kyle Ashwill was a licensed contractor. Young stated that Ashwill was not a contractor but an operator who worked for a contractor. Sawatzke thought if Ashwill had an interest in the maintenance of the ditch, he might be willing to negotiate a good price to clean out the entire ditch system.

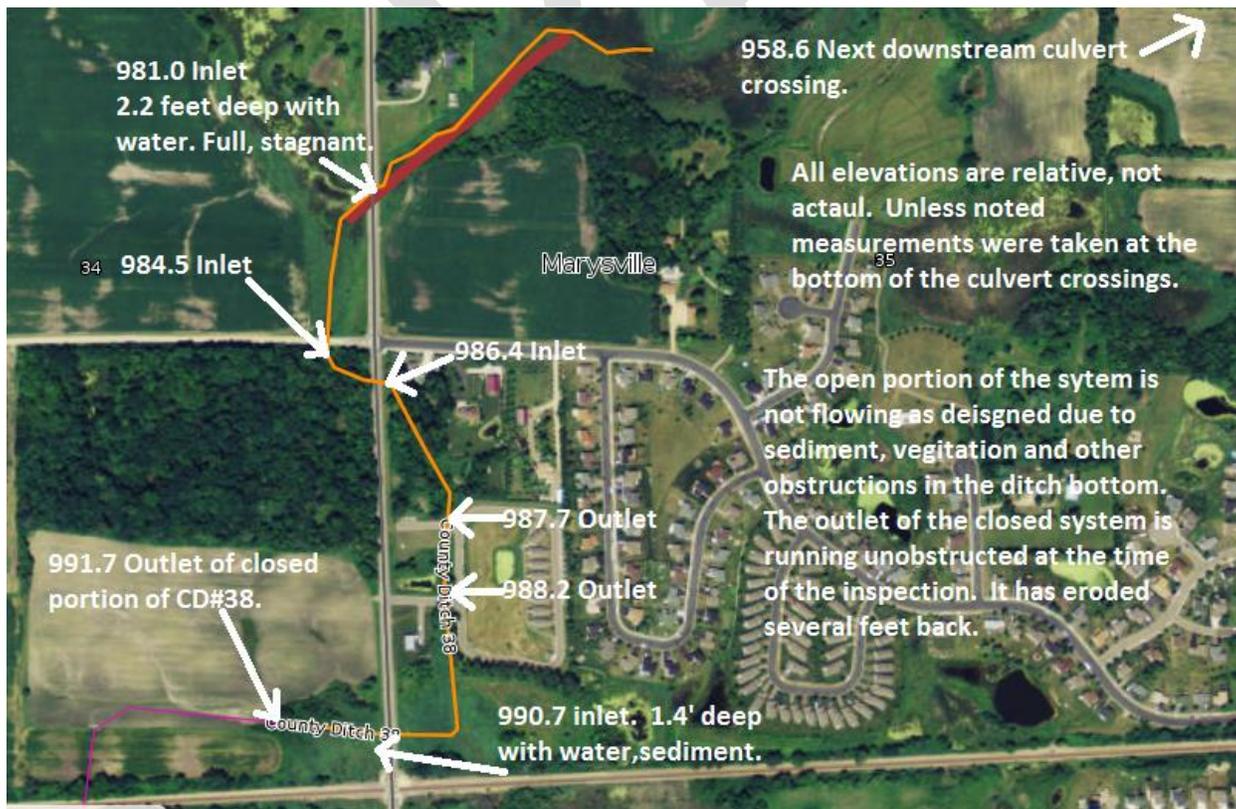
Asleson pointed out that if the cost of repairing the entire system is estimated to be \$25,000 or less, the contract may be made upon quotation on at least two quotations. You may award a contract for repair or maintenance work to the contractor offering the best value.

The board gave Young direction to talk with Ashwill, negotiate a price for an entire cleanout, then come back to the board to make a final decision.

2. County Ditch 38 is located in Marysville Township. A portion of it runs under Highway 12 and the mobile home park located in Montrose.

There was recently a redetermination done on this system.

On 3-22-16, I conducted an inspection on the open portion of County Ditch System #38 including relative elevation checks at crossings in the system. See below:



The inspection showed that there was grade in the ditch, however, throughout the ditch there was significant sediment, vegetation, and other debris holding back the flow of water. Starting from the outlet of the closed portion of the system:

The concrete tile that feeds the open ditch is flowing, however, there is some erosion at the outlet and several feet of concrete tile have broken off and are lying in the trench. At the first crossing, the water was flowing slowly and the culvert was 1.4 feet deep with water. Just beyond that point there is significant narrowing of the ditch and vegetation is choking the flow. The ditch conditions are similar through the next four crossings with narrowing, sediment, vegetation and debris choking the effectiveness of the system.

Beyond the culvert marked with relative elevation 981.0 there is a large swamp area. At the time of the inspection, the culvert was completely full and the flow was being forced primarily into a wetland north of the culvert and outside of the established ditch system. This localized flooding has begun to affect sub surface agriculture tile systems. MN TOPO survey indicates that a cleaning of about 1000 feet of the end of the system may reverse the localized flooding in the area just upstream of the culvert indicated.

Also noted at the time of the inspection was evidence that the culvert and roadway has significantly heaved in the last couple years. Contact has been made with the City of Montrose to obtain installed elevations. The City of Montrose is currently in the process of repairing that roadway and was eager to ensure that elevations were correct.

Recommendations:

1. Work with the City of Montrose on the elevation and setting of the culvert.
2. Work with landowners/contractors to establish an elevation that needs to be cleaned in order to ensure the flow can occur from the culvert into the basin without obstruction.

Additional phases of this system will need to be completed. At this time, the only work to be done is marked on the map above in red. Landowner Pat Salonek is working with landowners Graham and Ellen Sones to complete a clean out from Clementa to the marsh. Salonek would complete the work himself and feels he can come to some type of agreement with Sones.

Borrell mentioned that Graham and Ellen Sones had objected to the location of the ditch, during the redetermination process. The Ditch Authority established that the ditch did extend to the natural creek including east of Clementa Ave.

The board instructed Young to meet with Graham and Ellen Sones prior to the clean out and if there was no objection on their part to go ahead and proceed cleaning from Clementa to the marsh.

3. County Ditch 13 is located in Buffalo.

I completed an initial inspection of Mr. Gutknecht's property on this system. Mr. Gutknecht is on the very beginning of the system and he has had increasing problems each rain event for many years. I viewed the area crossing under the road on the north end of his property and found that the closed system (closed in that area) did not appear to be working at capacity. I also observed that there was a secondary culvert at a higher elevation that crossed under the roadway.

The south part of the system, to include the closed portion appears to be almost entirely failing. Replacement of the closed portion and cleaning of the open portion appear to be the only way to ensure some relief to the landowners at the beginning of the system.

I had a brief meeting with SWCD in the past and was informed that the wetland area that has now formed due to lack of maintenance of the system falls under their jurisdiction and that any repair would be unlikely without engineering studies and determinations from DNR, SWCD and BWSR.

Daleiden inquired as to the number of benefitted landowners on this system and if there had been a redetermination completed. Young brought up the list of benefitted landowners on drainageDB and pointed out that Al Gutknecht pays over 27% of the benefits. He also stated there has not been a redetermination done on this system or a majority of Wright County systems for decades and this is something that Wright County needs to address as soon as possible. Houston Engineering is currently doing redeterminations from their office without having to go out into the field.

Borrell stated that if SWCD stands on the 25 year rule, meaning if the wetlands have been in existence for more than 25 years, you cannot impact or disturb the wetland, then we can never drain Gutknecht's property and the Ditch Authority can remove him from the benefitted roles. Gutknecht's property cannot significantly or regularly use the drainage system to his benefit.

Young pointed out that Minnesota Statue 103E specifically states that the drainage authority shall maintain the drainage system, not can but shall maintain. If SWCD claims the 25 year rule on the wetland, there are historical photos that show over the years, there were times when the area was completely drained.

After further discussion the board decided to have Young obtain quotes for the clean out and bring them before the board. Daleiden stated that he thought Young would be able to negotiate with SWCD. The ditch authority might have to hire an engineering service or mediator to assist in coming to an agreement with SWCD. Young thought the required clean outs should be completed in three sections. It would be next spring before we start looking at Gutknecht's'. Young thought it might cost close to \$50 thousand to get to the closed system.

4. County Ditch 31 is located Woodland Township south of Waverly on both side of County Road 8.

An inspection of the end portion of County Ditch 31 was made in the spring of 2015 after a request was made during a meeting in the fall of 2014. Several trees had fallen into the system. There was also sediment in several areas due to blockages. Parts of this system have been cleaned out by landowners at their own expense; Broll, Babatz, Diers, Bakebergs and Nikkos.

About 30 years ago, there was a bridge on Fillmore Ave SW near County Road 30 and the Township made it into a culvert. The culvert level was raised quite a bit from the bottom of the ditch. That, in effect, created wetlands upstream. Because the culvert has been so high for so long, the rest of the ditch is full of sediment from Fillmore to County Road 30. Woodland Township is willing to do whatever the County directs them to do, regarding the culvert. The replacement of the culvert would be funded by the Township.

County Ditch 31 is an altered natural water course in that it is public water and a county ditch system. When I originally met with DNR their position was a permit would not be required. A week later the DNR changed their position and indicated that they are going to take it on a case-by-case analysis as it is their position that if the repair substantially affects a public water, a permit or permission is required. DNR did a high water study and sent me about a 30 page engineering report to complete to determine if we can put in a new culvert.

Gary Diers, landowner on County Ditch 31, stated that the ditch was constructed with a floating dredge and much of what was done was to keep the dredge afloat. Water was brought from Ruckles and Lauzers Lake in an effort to float the dredge. The ditch was very flat and the peat sloughed in very fast.

Pete Kern, landowner on County Ditch 31, thought the problem started when the ditch was cleaned and spoil piles were not spread which is now blocking the water running out of Ruckles Lake. Young didn't think any dirt had been moved and did not see an obstruction in this area but the ground was still frozen when he completed his inspection. Young said he is willing to inspect this area again with Mr. Kern.

Daleiden thought there was two different ways to approach the needed repairs. We can take the risk of getting in trouble with the agencies by not applying for the permits or we can hire an engineering firm or hydrologist to show that 25 years ago this wasn't a wetland.

Young stated that SWCD believes the County does not have jurisdiction in this area and no further work should be done in these areas without completing the proper forms and conversing with all the agencies that believe they have jurisdiction.

Sawatzke asked if sending an official letter to SWCD regarding the fact that the culvert was input at the wrong elevation and stating we would maintain the wetland, if that would eliminate having to apply for permits. Daleiden stated he had spoken with Andrew, from SWCD, and he was willing to help Young fill out the required permits. Young stated that it is not the completion of the permit that is a problem, it is the engineering studies and conditions required after you file for the permit.

The board decided that Young should complete another inspection in the area Peter Kern was referring to. The board felt no further decisions could be made today regarding County Ditch 31.

5. County Ditch 33 is located in Monticello

Do to time constraints, I will not go into a lot of detail on County Ditch 33. Due to debris and sediment the system is unable to drain and the water remaining stagnant in the area along 84th is increasing year by year. There is evidence of mature trees that had grown just north of 84th that are now dead and in standing water.

Sawatzke said he would like to set a time with Young to complete an on-site inspection of County Ditch 33 and then make some decisions afterwards.

Discuss delay tactics from different agencies and Jurisdiction.

Recently I met with SWCD, DNR, BWSR, and the Army Corps of Engineers. Basically, I repeatedly got the same answer from each agency, which was "obtain all required permits" prior to the repair or clean out. In many

cases, a permit is required from one or more of these agencies before proceeding with the project. Each time you apply for a permit, that agency can give you conditions that you are bound by and that must be met. Minnesota Statutes does not require that the drainage authority apply for permits. Statues do require you to follow the law, but do not require that you apply for permits. Once you apply for a permit those agencies then have jurisdiction.

The board decided to allow Young to start the permitting process on County Ditch 18, as an educational process to see what if any type of conditions the agencies placed on the repair.

Gary Diers, landowner on County Ditch 31 had one last question for the board. As a landowner, because the County Board has been negligent over decades in maintaining and repairing these systems, is it fair that the landowners are now paying the price of that? Sawatzke thought that to a great extent there is some responsibility both by the landowners and the ditch authority in these ditches not being taking care of properly and not hiring a drainage inspector until now. The law states that the ditches must be maintained.

Since there was no further discussion the meeting was adjourned at 5:15 P.M.

DRAFT

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:	9:05 a.m.	Board Meeting Date:	4-19-16	Consent Agenda:	
Amt. of Time Required:	5 min.	Item For Consideration:			
Auditor-Treasurer's Office		Board Action Requested:			
Originating Department/Service		Approve March Revenue/Expenditure Budget Report.			
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:	County Attorney Review/Date:	Financial Implications: \$			
County Coordinator/Date	Administrative Recommendation: Approval Denial No Recommendation	Budgeted: Yes No			
		Funding: Levy Other			
Comments:			Comments:		

4/8/2016



**Wright County
Project Bid Summary**

Project Name: CSAH 39 Turn Lanes @

Odean/Page Ave

Client: Wright County

Bid Opening: 04/08/2016 11:15 AM

Contract No.: 1604

Project No.: CP 86-39-16

Owner: Wright County

Vendor Number	Business Name	Total Bid Amount	Percent Over/Under Estimate
	Engineers Estimate	\$164,916.80	
3760	Hardrives Inc.	\$139,639.88	15.33% UNDER ESTIMATE
514	Knife River Corporation - North Central	\$155,772.38	5.54% UNDER ESTIMATE
XXXX	Rum River Contracting	\$158,690.20	3.78% UNDER ESTIMATE
XXXX	North Valley, Inc	\$163,212.85	1.03% UNDER ESTIMATE
XXXX	Omann Contracting Companies, Inc.	\$164,529.24	0.24% UNDER ESTIMATE
9973	Park Construction Co	\$171,369.32	3.91% OVER ESTIMATE



Wright County
Project Bid Abstract

Project Name: CSAH 39 Turn Lanes @ Odean/Page Ave
 Client: Wright County
 Bid Opening: 04/08/2016 11:15 AM

Contract No.: 1604
 Project No.: CP 86-39-16
 Owner: Wright County

Line No.	Item	Units	Quantity	Hardrives Inc.		Knife River Corporation - North Central		Rum River Contracting		North Valley, Inc		Omam Contracting Companies, Inc.		Park Construction Co	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501 MOBILIZATION	LS	1	\$3,615.79	\$3,615.79	\$18,500.00	\$18,500.00	\$6,400.00	\$6,400.00	\$3,416.43	\$3,416.43	\$6,500.00	\$6,500.00	\$7,000.00	\$7,000.00
2	2104.505 REMOVE PAVEMENT	SY	573	\$7.49	\$4,291.77	\$4.00	\$2,292.00	\$6.33	\$3,627.09	\$3.22	\$1,845.06	\$5.80	\$3,323.40	\$8.05	\$4,612.65
3	2104.513 SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	1148	\$2.06	\$2,364.88	\$3.00	\$3,444.00	\$1.32	\$1,515.36	\$2.67	\$3,065.16	\$2.00	\$2,296.00	\$2.35	\$2,697.60
4	2105.501 COMMON EXCAVATION	CY	133	\$10.71	\$1,424.43	\$15.00	\$1,995.00	\$12.35	\$1,642.55	\$13.64	\$1,814.12	\$8.00	\$5,054.00	\$13.70	\$1,822.10
5	2105.523 COMMON BORROW (CV)	CY	194	\$26.76	\$5,191.44	\$15.00	\$2,910.00	\$19.59	\$3,800.46	\$22.91	\$4,444.54	\$23.72	\$4,601.68	\$14.60	\$2,832.40
6	2118.607 AGGREGATE SURFACING (CV) CLASS 5	CY	77	\$37.47	\$2,885.19	\$54.20	\$4,173.40	\$49.97	\$3,847.69	\$46.00	\$3,542.00	\$65.00	\$5,005.00	\$65.00	\$4,235.00
7	2211.503 AGGREGATE BASE (CV) CLASS 5	CY	233	\$32.12	\$7,483.96	\$25.00	\$5,825.00	\$40.62	\$9,464.46	\$35.92	\$8,369.36	\$29.00	\$6,757.00	\$44.70	\$10,415.10
8	2232.501 MILL BITUMINOUS SURFACE	SY	104	\$19.02	\$1,978.08	\$14.00	\$1,456.00	\$10.09	\$1,049.36	\$10.29	\$1,070.16	\$10.00	\$1,040.00	\$11.80	\$1,227.20
9	2357.502 BITUMINOUS MATERIAL FOR TACK COAT	GAL	850	\$1.81	\$1,528.50	\$1.80	\$1,530.00	\$2.25	\$1,912.50	\$3.05	\$2,592.50	\$2.75	\$2,337.50	\$3.20	\$2,720.00
10	2360.501 TYPE SP 9.5 WEARING COURSE MIX (3B) WMA	TON	1700	\$53.77	\$91,408.00	\$55.60	\$94,520.00	\$64.85	\$110,245.00	\$65.13	\$110,721.00	\$65.90	\$112,030.00	\$69.60	\$118,320.00
11	2540.602 MAIL BOX SUPPORT	EACH	2	\$80.29	\$160.58	\$225.00	\$450.00	\$300.00	\$600.00	\$160.35	\$320.70	\$232.00	\$464.00	\$230.00	\$460.00
12	2563.601 TRAFFIC CONTROL	LS	1	\$10,705.40	\$10,705.40	\$13,600.00	\$13,600.00	\$10,000.00	\$10,000.00	\$14,858.65	\$14,858.65	\$10,320.00	\$10,320.00	\$10,200.00	\$10,200.00
13	2573.502 SILT FENCE, TYPE MS	LF	1050	\$2.14	\$2,247.00	\$1.70	\$1,785.00	\$1.60	\$1,680.00	\$1.34	\$1,407.00	\$1.65	\$1,732.50	\$1.70	\$1,785.00
14	2575.501 SEEDING	ACRE	0.2	\$2,141.10	\$428.22	\$2,500.00	\$500.00	\$600.00	\$120.00	\$2,137.95	\$427.59	\$619.20	\$123.84	\$637.00	\$127.40
15	2575.502 SEED MIXTURE 25-141	LB	25	\$10.71	\$267.75	\$4.25	\$106.25	\$4.00	\$100.00	\$10.69	\$267.25	\$4.13	\$103.25	\$4.25	\$106.25
16	2575.523 EROSION CONTROL BLANKETS CATEGORY 0	SY	968	\$2.03	\$1,965.04	\$1.25	\$1,210.00	\$1.25	\$1,210.00	\$2.41	\$2,332.88	\$1.25	\$1,210.00	\$1.35	\$1,306.80
17	2580.603 INTERIM PAVEMENT MARKING	LF	2589	\$0.65	\$1,682.85	\$0.57	\$1,475.73	\$0.57	\$1,475.73	\$1.05	\$2,718.45	\$0.63	\$1,631.07	\$0.58	\$1,501.62
Totals for Project CP 86-39-16					\$139,639.88		\$165,772.38		\$158,690.20		\$163,212.85		\$164,529.24		\$171,369.32

I hereby certify that this is an exact reproduction of bids received.

Certified By: *[Signature]* License No. 19941
 Date: 4/8/2016

WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ BOARD MEETING DATE: 04-19-16 CONSENT AGENDA _____
 AMT. OF TIME REQUIRED: 3 min ITEM FOR CONSIDERATION: _____

HIGHWAY
 ORIGINATING DEPARTMENT/SERVICE
 X 
 REQUESTOR'S SIGNATURE

 REVIEWED BY/DATE

BOARD ACTION REQUESTED:

 Award CSAH 35 Flood Control Project
 Contract No. 1602
 To Landwehr Construction, Inc.
 (Bids Opened on 04/08/2016)

BACKGROUND/JUSTIFICATION:

 The summary of bids received is attached. The low bid received is from Landwehr Construction, Inc., of St. Cloud, Minnesota.

 We recommend award of Contract No. 1602 to Landwehr Construction, Inc., in the amount of \$648,313.09.

 Project Funding: Local Levy 100%.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:	COUNTY ATTORNEY REVIEW DATE:	FINANCIAL IMPLICATIONS: \$ _____
COUNTY COORDINATOR/DATE:	ADMINISTRATIVE RECOMMENDATION: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/> NO RECOMMENDATION	BUDGETED: _____ <div style="text-align: center;">YES NO</div> FUNDING: _____ <div style="text-align: center;">LEVY OTHER</div>

COMMENTS:

COMMENTS:



4/8/2016

**Wright County
Project Bid Summary**

Project Name: CSAH 35 Flood Control Project Contract No.: 1602
 Client: Wright County Project No.: CP.86-35-161
 Bid Opening: 04/08/2016 11:00 AM Owner: Wright County

Vendor Number	Business Name	Total Bid Amount	Percent Over/Under Estimate
	Engineers Estimate	\$831,310.50	
1708	Landwehr Construction Inc.	\$648,313.09	22.01% UNDER ESTIMATE
N/A	Arnt Construction Company INC	\$692,537.80	16.69% UNDER ESTIMATE
xxxx	Fehn Companies	\$751,363.53	9.62% UNDER ESTIMATE
0313	Midwest Contracting, LLC	\$772,046.45	7.13% UNDER ESTIMATE
503	Sunram Construction, Inc.	\$834,655.00	0.40% OVER ESTIMATE
2543	Larson/R.L. Excavating, Inc.	\$956,819.10	15.10% OVER ESTIMATE



4/8/2016

Wright County
Project Bid Abstract

Project Name: CSAH 35 Flood Control Project Contract No.: 1602
 Client: Wright County Project No.: CP 86-35-161
 Bid Opening: 04/08/2016 11:00 AM Owner: Wright County

Line No.	Item	Units	Landwehr Construction Inc.		Arnt Construction Company INC		Fehn Companies		Midwest Contracting, LLC		Sunram Construction, Inc.		Lanson/R.L. Excavating, Inc.		
			Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501 MOBILIZATION	LS	1	\$5,000.00	\$5,000.00	\$11,000.00	\$11,000.00	\$13,217.00	\$13,217.00	\$38,000.00	\$38,000.00	\$42,600.86	\$42,600.86	\$110,000.00	\$110,000.00
2	2104.507 REMOVE BITUMINOUS PAVEMENT	CY	1600	\$5.90	\$9,440.00	\$12.26	\$19,616.00	\$8.67	\$13,872.00	\$16.00	\$25,600.00	\$7.50	\$12,000.00	\$9.00	\$14,400.00
3	2104.513 SAVING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	48	\$10.00	\$480.00	\$3.00	\$144.00	\$3.70	\$177.60	\$5.00	\$240.00	\$10.00	\$480.00	\$6.00	\$288.00
4	2104.523 SALVAGE METAL APRON	EACH	2	\$200.00	\$400.00	\$400.00	\$400.00	\$422.00	\$844.00	\$175.00	\$350.00	\$430.00	\$860.00	\$150.00	\$300.00
5	2104.601 HAUL SALVAGED MATERIAL	LS	1	\$5,000.00	\$5,000.00	\$50.00	\$50.00	\$21,494.00	\$21,494.00	\$2,500.00	\$2,500.00	\$58,500.00	\$58,500.00	\$2,000.00	\$2,000.00
6	2105.501 COMMON EXCAVATION (P)	CY	7840	\$6.20	\$48,608.00	\$7.90	\$61,936.00	\$9.25	\$72,520.00	\$6.85	\$53,704.00	\$5.25	\$41,160.00	\$7.00	\$54,880.00
7	2105.523 COMMON BORROW (CV)	CY	2564	\$4.75	\$12,181.50	\$8.22	\$20,983.88	\$6.31	\$16,115.74	\$6.85	\$17,484.90	\$5.40	\$13,791.60	\$6.50	\$16,601.00
8	2105.601 DEWATERING	LS	1	\$8,000.00	\$8,000.00	\$48,000.00	\$48,000.00	\$1.00	\$1.00	\$3,500.00	\$3,500.00	\$45,000.00	\$45,000.00	\$5,000.00	\$5,000.00
9	2105.604 SOIL STABILIZATION GEOGRID	SY	11478	\$2.50	\$28,695.00	\$2.36	\$27,088.08	\$3.06	\$35,122.68	\$3.00	\$34,434.00	\$2.98	\$34,204.44	\$2.50	\$28,695.00
10	2105.604 GEOTEXTILE FABRIC TYPE V	SY	7822	\$2.00	\$15,644.00	\$1.54	\$12,045.88	\$2.06	\$16,113.32	\$2.00	\$15,644.00	\$1.45	\$11,341.90	\$1.50	\$11,733.00
11	2105.604 POLYETHYLENE SHEET	SY	7123	\$3.00	\$21,369.00	\$5.42	\$38,606.66	\$5.00	\$35,615.00	\$4.35	\$30,985.05	\$4.20	\$29,916.60	\$5.00	\$35,615.00
12	2105.607 GEOFOAM	CY	4423	\$51.73	\$228,801.79	\$56.30	\$249,014.90	\$53.50	\$236,630.50	\$68.00	\$300,784.00	\$66.70	\$295,784.10	\$87.00	\$384,801.00
13	2211.503 AGGREGATE BASE (CV) CLASS 5 (P)	CY	5750	\$25.00	\$143,750.00	\$11.82	\$68,540.00	\$28.75	\$165,312.50	\$22.50	\$129,375.00	\$24.35	\$140,012.50	\$28.00	\$161,000.00
14	2360.501 TYPE SP 12.5 WEARING COURSE MIX (3 B) WMA	TON	868	\$70.00	\$60,620.00	\$74.00	\$64,084.00	\$70.84	\$61,347.44	\$61.00	\$52,826.00	\$72.60	\$62,871.60	\$68.00	\$58,888.00
15	2451.609 GRANULAR FOUNDATION AND/OR BEDDING	TON	1400	\$6.77	\$9,478.00	\$10.50	\$14,700.00	\$13.30	\$18,620.00	\$14.00	\$19,600.00	\$18.00	\$25,200.00	\$12.00	\$16,800.00
16	2501.521 "57" SPAN GAS PIPE-ARCH CULVERT	LF	8	\$200.00	\$1,600.00	\$1,500.00	\$12,000.00	\$231.00	\$1,848.00	\$450.00	\$3,600.00	\$285.00	\$2,280.00	\$378.00	\$3,024.00
17	2501.573 INSTALL METAL APRON	EACH	2	\$350.00	\$700.00	\$560.00	\$560.00	\$422.00	\$844.00	\$175.00	\$350.00	\$1,025.00	\$2,050.00	\$300.00	\$600.00
18	2511.502 RANDOM RIPRAP CLASS II	TON	20	\$80.00	\$1,600.00	\$64.00	\$1,280.00	\$69.00	\$1,380.00	\$75.00	\$1,500.00	\$125.00	\$2,500.00	\$100.00	\$2,000.00
19	2563.601 TRAFFIC CONTROL	LS	1	\$6,000.00	\$6,000.00	\$4,400.00	\$4,400.00	\$5,709.00	\$5,709.00	\$5,400.00	\$5,400.00	\$8,000.00	\$8,000.00	\$6,000.00	\$6,000.00
20	2573.501 BALE BARRIER	LF	986	\$8.80	\$8,680.80	\$4.60	\$4,443.60	\$8.50	\$8,211.00	\$8.00	\$7,728.00	\$3.15	\$3,042.90	\$8.20	\$7,921.20
21	2573.502 SILT FENCE, TYPE MS	LF	1673	\$2.00	\$3,346.00	\$1.60	\$2,676.80	\$1.80	\$3,011.40	\$2.00	\$3,346.00	\$2.85	\$4,788.05	\$1.80	\$3,011.40
22	2573.505 FLOTATION SILT CURTAIN TYPE STILL WATER	LF	1055	\$8.80	\$9,284.00	\$11.80	\$12,449.00	\$8.45	\$8,914.75	\$8.00	\$8,440.00	\$10.75	\$11,341.25	\$8.20	\$8,651.00
23	2573.515 FILTER BERM TYPE 4	LF	431	\$5.00	\$2,155.00	\$2.00	\$862.00	\$7.40	\$3,189.40	\$8.00	\$3,448.00	\$7.20	\$3,103.20	\$21.00	\$9,051.00
24	2573.550 EROSION CONTROL SUPERVISOR	LS	1	\$1,000.00	\$1,000.00	\$800.00	\$800.00	\$740.00	\$740.00	\$2,500.00	\$2,500.00	\$4,025.00	\$4,025.00	\$2,000.00	\$2,000.00
25	2573.560 CULVERT END CONTROLS	EACH	1	\$750.00	\$750.00	\$200.00	\$200.00	\$105.00	\$105.00	\$100.00	\$100.00	\$500.00	\$500.00	\$400.00	\$400.00
26	2574.508 FERTILIZER TYPE 1	LB	200	\$0.55	\$110.00	\$0.54	\$108.00	\$0.53	\$106.00	\$0.50	\$100.00	\$1.05	\$210.00	\$0.80	\$120.00
27	2574.525 COMMON TOPSOIL BORROW (CV)	CY	800	\$13.00	\$10,400.00	\$8.40	\$6,720.00	\$6.62	\$5,296.00	\$6.85	\$5,480.00	\$19.00	\$15,200.00	\$10.00	\$8,000.00
28	2575.501 SEEDING	ACRE	2	\$110.00	\$220.00	\$760.00	\$760.00	\$108.00	\$216.00	\$100.00	\$200.00	\$525.00	\$1,050.00	\$110.00	\$220.00
29	2575.502 SEED MIXTURE 21-111	LB	100	\$1.10	\$110.00	\$3.00	\$300.00	\$1.06	\$106.00	\$1.00	\$100.00	\$2.10	\$210.00	\$1.05	\$105.00
30	2575.502 SEED MIXTURE 25-141	LB	80	\$4.75	\$380.00	\$3.80	\$304.00	\$4.49	\$359.20	\$5.00	\$400.00	\$3.70	\$296.00	\$4.40	\$352.00
31	2575.511 MULCH MATERIAL TYPE 1	TON	2	\$375.00	\$750.00	\$270.00	\$270.00	\$317.00	\$634.00	\$300.00	\$600.00	\$525.00	\$1,050.00	\$310.00	\$620.00
32	2575.519 DISK ANCHORING	ACRE	1	\$110.00	\$110.00	\$80.00	\$80.00	\$106.00	\$106.00	\$100.00	\$100.00	\$180.00	\$180.00	\$105.00	\$105.00
33	2575.523 EROSION CONTROL BLANKETS S CATEGORY 3	SY	4850	\$0.80	\$3,880.00	\$1.50	\$7,275.00	\$0.74	\$3,589.00	\$0.75	\$3,637.50	\$1.30	\$6,305.00	\$0.75	\$3,637.50
Totals for Project CP 86-35-161					\$648,313.09		\$692,537.80		\$751,363.53		\$772,046.45		\$834,655.00		\$956,819.10

I hereby certify that this is an exact reproduction of bids received.

Certified By: *[Signature]* License No. 19941
 Date: 4/8/2016

4/8/2016

BOARD OF COUNTY COMMISSIONERS
WRIGHT COUNTY, MINNESOTA

Date April 19, 2016
Motion by Commissioner _____

Resolution No. _____
Seconded by Commissioner _____

RESOLUTION

ADOPTION OF THE
COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, Wright County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, Wright County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Wright County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Wright County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, Wright County All-Hazard Mitigation Plan will make the County and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that Wright County supports the hazard mitigation planning effort and wishes to adopt the County All-Hazard Mitigation Plan.

YES

NO

HUSOM _____
SAWATZKE _____
DALEIDEN _____
POTTER _____
BORRELL _____

HUSOM _____
SAWATZKE _____
DALEIDEN _____
POTTER _____
BORRELL _____

STATE OF MINNESOTA)

ss.

County of Wright)

I, Lee Kelly, duly appointed and qualified County Coordinator of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on the 19th day of April, 2016, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Buffalo, Minnesota, this 19th day of April, 2016.

Lee Kelly, County Coordinator

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:	9:30 a.m.	Board Meeting Date:	4-19-2016	Consent Agenda:	
Amt. of Time Required:	10 min.	Item For Consideration:			
Auditor/Treasurer		Board Action Requested:			
Originating Department/Service		JD 14 Bid Opening.			
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
<p>All submitted bids will be opened at this time. The results will be tabulated by the Auditor/Treasurer's Office and forwarded to the Joint Ditch Authority for selection.</p>					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:		County Attorney Review/Date:		Financial Implications: \$	
County Coordinator/Date		Administrative Recommendation: Approval Denial No Recommendation		Budgeted: Yes No	
				Funding: Levy Other	
Comments:			Comments:		

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)

) ss.

COUNTY OF Wright)

Dale Kovar, being first duly sworn, on oath states as follows:

1. I am the publisher of the Herald Journal, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

Monday March 14 and 21, 2016

4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$12.75 per column inch.
5. Mortgage Foreclosure Notices [Effective 7/1/15]. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Wright County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

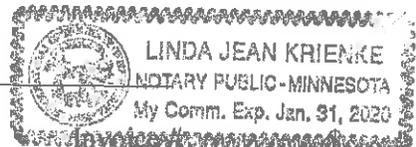
6. FURTHER YOUR AFFIANT SAITH NOT.

[Signature]

Subscribed and sworn to before me on this 21st day of March, 2016

Linda J. Krienke
Notary Public

If applicable File # _____



**ADVERTISEMENT FOR BIDS
REPAIR OF JOINT DITCH 14**

NOTICE IS HEREBY GIVEN that sealed bids will be received for repair work to be performed on Joint Ditch 14, located in a portion of Wright County, McLeod County and Meeker County. The Joint Board Authority of Commissioners, as the Drainage Authority for Joint Ditch 14, has approved of the repair work to be performed and has had repair specifications prepared by the Wright County Ditch Inspector. Bid each area separately and all 5 repairs as a whole if you desire to complete the entire repair. Work is to be completed in the 2016 calendar year. Consideration will be given to Contractors who can perform work during the non-cropping season. The Drainage Authority has the option to accept separate bids for separate areas or one whole bid for the entire repair.

Interested bidders may request a copy of the bid package, plans, specifications and proposal forms by contacting Janice Edmondson, Wright County Auditor's Office, at (763) 682-7583 or may access those documents online at wright.drainagedb.net/portal and by clicking on "Bid Documents" under the "System Name" category.

Said bids will be received until 9:30 A.M. on April 19th at the Office of the Wright County Auditor-Treasurer, Room 230, Wright County Government Center, 10 2nd Street N.W., Buffalo, MN 55313, and the bids will be opened and presented to the Wright County Board of Commissioners at 9:30 A.M. that day at its regular meeting.

Bids must be in writing and shall be placed in a sealed envelope clearly marked "Joint Ditch 14 Repair Bid". Bids shall be accompanied by bid security in the form of a cashier's check or money order made payable to Wright County in the amount of 5% of the total bid amount. Bids may not be withdrawn by the bidder for a period of thirty (30) calendar days following the bid opening. Bid security amounts submitted will be returned once the bid has been awarded.

The Wright County Board of Commissioners reserves the right to reject any or all bids, to waive informalties or irregularities in bids submitted, and to waive minor irregularities or discrepancies in bidding procedures.

ROBERT J. HIIVALA

Wright County Auditor-Treasurer

Published in the Herald Journal March 14 and 21, 2016.

WRIGHT COUNTY

REQUEST FOR BOARD ACTION

REQ. AGENDA TIME 9:30 a.m.

BOARD MEETING DATE: March 22, 2016

AMT. OF TIME REQUIRED

ITEM FOR CONSIDERATION: NOTICE OF INTENT TO AMEND THE WRIGHT COUNTY ZONING ORDINANCE

<p><u>PLANNING & ZONING</u> Originating Dept.</p> <p>_____ Sean Riley Requester's Signature</p> <p>_____ Reviewed by/Date</p>	<p>BOARD ACTION REQUESTED:</p> <p>DISCUSSION CONTINUED FROM THE COUNTY BOARD MEETING OF JANUARY 12, 2016 to consider the following:</p> <p>Accept the findings and recommendation of the Planning Commission to accept amendments to the Wright County Zoning Ordinance as follows:</p> <p><u>ADD THE FOLLOWING TO SECTION 762.2 Solar Energy Farms Requirements and Standards:</u> Solar Energy Farms and Systems will be considered by the Planning Commission on restricted parcels of land zoned General Agricultural (AG).</p> <p><u>ADD THE FOLLOWING TO SECTION 762.3 Solar Energy Systems Requirements and Standards</u> Solar Energy Systems will be considered by the Planning Commission on restricted parcels of land zoned General Agricultural (AG).</p>
---	---

BACKGROUND/JUSTIFICATION:

See attachments

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

<p>DATE/TIME RECEIVED IN ADMINISTRATION OFFICE</p>	<p>COUNTY ATTORNEY REVIEW/DATE:</p>	<p>FINANCIAL IMPLICATIONS: BUDGETED: _____ FUNDING: _____</p>
---	--	--

COMMENTS:



**OFFICE OF
WRIGHT COUNTY ATTORNEY
Thomas N. Kelly**

*Wright County Government Center
10 2nd Street NW, Room 400
Buffalo, Minnesota 55313-1189*

*Phone: (763) 682-7340
Toll Free: 1-800-362-3667 Fax: (763) 682-7700*

Assistants
*Terry D. Frazier
Scott M. Sandberg
Mark A. Erickson
Elizabeth M. Larson
Aaron D. Duis
Karen L. Wolff
Shane E. Simonds
Thomera R. Karvel
Kari L. Willis
Greg T. Kryzer
John A. Bowen
Kristy L. Cariveau*

Chief Deputy Attorney
Brian J. Asleson
Chief of Criminal Division
Brian A. Lutes
**Victim/Witness
Assistance Coordinator**
Jenny Paripovich
Paralegal
Michelle Sandquist
Office Manager
Cindy Hohl

MEMORANDUM

TO: Wright County Board of Commissioners
FROM: Greg T. Kryzer, Assistant Wright County Attorney 
DATE: April 13, 2016
RE: Solar Ordinance Amendments

The Wright County Board of Commissioners ("Board") on March 22, 2016 requested that our office outline the option available to the Board as it reviews the proposed amendments to the Wright County Zoning Ordinance concerning Solar Energy Farms. In light of the comments presented by the public during the last meeting there are at least four options the Board can pursue.

- 1. Adopt the proposed amendment.** The Board after reviewing the comments from the Townships, the Public, and the Planning Commission could adopt the proposed amendments to the Wright County Zoning Ordinance. A notice of intent to ordain has been published and all of the municipalities in Wright County have been notified about this proposed amendment.
- 2. Decline to adopt of the proposed amendment and proceed with the current ordinance.**
- 3. Direct staff to initiate the process to impose a moratorium.** The enactment of a moratorium would be an alternative if the Board wants to study solar panels in more detail. The speed with which a moratorium can be enacted is dependent upon whether or not there is an emergency. If there is an emergency declaration a moratorium can be imposed immediately. Minn. Stat. § 394.34 (2014).

Any emergency must be for the purpose of protecting the public health, safety and general welfare. If the Board finds there is an emergency situation a sample resolution is attached for review and consideration.

If the Board does not find that there is an emergency then staff should be directed to publish a notice of intent to adopt a moratorium and to schedule a public hearing. Minnesota Statute § 375.51 requires that a Notice of Intent must be published at least ten days prior to the hearing. This means that the earliest a public hearing could be scheduled, absent a special board meeting, is in three weeks or May 10, 2016.

If the Board decides to adopt a moratorium staff will immediately begin the process of studying the solar ordinance. This process will require a number of public hearing to get input from the community about any additional proposed restrictions. In the end any restrictions imposed by the Board must be reasonable. One discussion item from the March 22, 2016 meeting involved the creation of an overlay district and the possibility of not including certain townships in the overlay district if they requested exclusion. From the outset the creation of an overlay district would appear to be reasonable. However, the determination of reasonableness for a complete township exclusion will require further study and analysis.

4. **Propose additional Amendments without a moratorium.** The Board does not have to adopt a moratorium in order to make changes to the current solar ordinance. The Board could study this issue any make changes in the normal course of business while still accepting applications under the current zoning ordinance. Given the current development pressure staff would not recommend this option. If the Board is inclined to make significant changes a moratorium and study would be the most practical solution.

Stacy Marquardt

From: monticellotownship@tds.net
Sent: Monday, April 11, 2016 6:24 PM
To: Stacy Marquardt
Cc: Sean Riley; Terrie Piram
Subject: Solar Amendment action of March 21, 2016

Monticello Township Board Meeting of March 21, 2016

Solar Amendment: Holker explained that the township had previously offered support of an ordinance amendment that would allow solar farms on restricted parcels. This initial township response was based on a faulty understanding of what constitutes a restricted parcel. Based upon further review, Holker explained that allowing this use on restricted parcels would be inconsistent with other conditional uses in the Agricultural zoning district. Most conditional use permits are only allowed on a parcel that has an entitlement remaining, and that entitlement is "used" while the conditional use permit (CUP) is in operation. As such, this proposed amendment would open many restricted parcels to the possibility of solar CUPS. Holker stated that this inconsistency bothers him, and he would prefer that the ordinance requirements in the Ag district remain the same for all CUPS. He stated that the board has three options in terms of addressing this issue prior to the County Board's action: 1) The township could take no further action and the township's recommended approval stands. 2) The township could recommend that the amendment be denied at the county level. 3) The township could ask that the prior recommendation be rescinded and communicate a neutral stance on behalf of the township.

Yonak commented that the zoning district is in place to preserve farmland, and this amendment could increase pressure for use of Agricultural land to be used for solar. Tierney of SunRise Energy stated that solar farms do not disturb the topsoil as other uses might, so the land can be returned to farmland and is still preserved with this use. Yonak asked about the building of infrastructure that would still impact the land. Tierney said that there is a "Materials Upgrade Rule" which limits the amount of structures that can be added for a given solar garden. He said these operations are not intended to be overly large and should not require those types of improvements. Kopff commented that at a recent MOA meeting a commissioner explained that some consider collection of the sun in a solar garden similar to the harvest of crops and therefore more in-step with allowable uses on restricted parcels. Yonak asked how the operating company is paid. Tierney said that they are either paid for developing the project, or they own and operate sites and are paid by subscribers for the energy produced. The owners pay real property taxes at the agricultural rate and also pay production taxes on the energy. He said with the single access trackers approximately 20% more energy is produced. Holker asked the board what they want to do in terms of action on the amendment. Yonak moved to recommend to the County Board that this amendment be denied, and that regulations should follow the parameters of other Conditional Use Permits in the Agricultural Zoning District. Stupar seconded and motion passed unanimously.

**RESOLUTION ADOPTING AN EMERGENCY INTERIM ZONING ORDINANCE
INSTITUTION AN EMERGENCY MORATORIUM ON SOLAR ENERGY FARMS.**

Whereas, the Wright County Zoning Ordinance contains standards for the issuance of a conditional use permit for Solar Energy Farms; and

Whereas, the Office of Planning and Zoning has been accepting a number of applications related to the creation of Solar Energy Farms and this has resulting in a number of comments being made by townships, cities, and members of the general public; and

Whereas, the Office of Planning and Zoning and the Wright County Planning Commission are under great development pressure with applications related to Solar Energy Farms; and

Whereas, the Wright County Board of Commissioners has been reviewing the Wright County Zoning Ordinance with respect to Solar Energy Farms and changes may be necessary to protect public health, safety, and general welfare; and

Whereas, pursuant to Minnesota Statute § 394.34, the Wright County Board of Commissioners may vote to adopt a temporary interim zoning ordinance instituting a moratorium on the processing of any future applications to allow time to classify and regulate uses and related matters and to determine whether a proposed ordinance amendments should be adopted and implemented to protect the public health, safety and general welfare; and

Whereas, an emergency situation exists and a temporary emergency moratorium is necessary to protect public health, safety, and general welfare until public hearings can be conducted on a longer term moratorium; and

Whereas, the Wright County Board of Commissioners finds:

1. A temporary emergency zoning ordinance instituting a moratorium prohibiting further Solar Energy Farms is necessary in order to hold discussions and hearings to determine whether a longer term moratorium zoning ordinance shall be adopted and implemented, to protect the public health, safety, and general welfare of the residents of Wright County.
2. An emergency exists because based on the recent development pressure as well the comments received from the community, the townships, and the cities, the Wright County Zoning Ordinance does not afford the protection needed to ensure that the residents of Wright County are not adversely affected.
3. It is in the interests of public health, safety, and the general welfare to impose a temporary moratorium until a public hearing can be noticed and published pursuant to Minn. Stat. § 375.51.

NOW THEREFORE BE IT RESOLVED, by the Wright County Board of Commissioners, that this resolution adopting an emergency temporary zoning ordinance instituting a temporary moratorium on approval and acceptance of applications for Solar Energy Farms shall become effective immediately upon its passage and publication and shall remain in effect until such time as a public hearing is conducted pursuant to Minn. Stat. § 375.51; and

BE IT FURTHER RESOLVED, that the Wright County Office of Planning and Zoning is directed to administratively deny any applications during the period in which this interim ordinance is in effect; and

FINALLY, BE IT FURTHER RESOLVED, that the Wright County Office of Planning and Zoning shall schedule, publish, and notice a public hearing before the Wright County Board of Commissions, during a regularly scheduled meeting, as soon as is permitted under the time considerations and requirements of Minnesota Statute § 375.51 for the purpose of considering an interim zoning ordinance moratorium which shall not exceed twelve months in duration.

**Return to: Planning & Zoning
Wright County Government Center
10 Second Street NW – RM 140
Buffalo MN 55313**

BOARD OF COUNTY COMMISSIONERS
WRIGHT COUNTY, MINNESOTA
ORDINANCE AMENDMENT NO. _____

WRIGHT COUNTY HEREBY ORDAINS:

The Wright County Zoning Ordinance is hereby amended as follows:

762. SOLAR ENERGY FARMS AND SOLAR ENERGY SYSTEMS

762.1 Purpose

The purpose of this document is to set forth standards for Solar Energy Farms and Solar Energy Systems for Wright County.

762.2 Solar Energy Farms Requirements and Standards

Solar Energy Farms shall be subject to the following performance standards:

- (1) Solar Energy Farms are composed of multiple solar panels on multiple mounting systems (poles or racks), and generally have a direct current (DC) rated capacity greater than one hundred (100) kilowatts. Solar Energy Farms greater than one hundred (100) kilowatts in all zones and Solar Energy Systems greater than ten (10) kilowatts in all zones except for General Agriculture (AG) require a Conditional Use Permit. Solar Energy Farms and Systems will be considered by the Planning Commission on restricted parcels of land zoned General Agricultural (AG). Solar Energy Farms are not allowed in Residential Districts. The Planning Commission will require improvements for soil erosion control, storm water management and proper vegetative cover on those projects allowed in a Shoreland District. Solar Energy Farms are allowed up to ten (10) megawatts (which is equal to ten thousand (10,000) kilowatts).
- (2) Solar Energy Farms in Agricultural, Commercial and Industrial zoning districts may not exceed twenty (20) feet in height at maximum design tilt.
- (3) Location within Lot: Solar Energy Farms must meet the primary structure setbacks for the zoning district it is located within and will be measured from the closest point at maximum orientation.
- (4) Storm water management shall meet the requirements of Wright County Zoning Ordinance and the State of Minnesota.
- (5) Erosion and sediment control shall meet the requirements of Wright County Zoning Ordinance and the State of Minnesota.
- (6) Foundations: The manufacturer's engineer or another qualified engineer shall certify that the foundation and design of the solar panels are within accepted professional standards, given local soil and climate conditions.

- (7) Other standards and codes: All Solar Energy Farms shall be in compliance with any applicable local, state and federal regulatory standards, including the State of Minnesota Uniform Building Code, as amended; the National Electric Code and National Electric Safety Code as amended.
- (8) Power and communication lines: Power and communication lines running between banks of solar panels and to the point of interconnection of distribution utility or interconnections with buildings shall be buried underground as much as practical. Exemptions may be granted by the Wright County Planning Commission in instances where shallow bedrock, water courses, or other elements of the natural landscape interfere with the ability to bury lines.
- (9) Application requirements: The following information shall be provided to Wright County Planning and Zoning Department for application of a Conditional Use Permit:
 - (a) A site plan of existing applicable conditions showing the following:
 - (1) Existing property lines and property lines extending one hundred (100) feet from the exterior boundaries.
 - (2) Existing public and private roads and any easements.
 - (3) Location and size of any abandoned wells and sewage treatment systems.
 - (4) Existing buildings and any impervious surface.
 - (5) Topography at two (2) foot intervals and source of contour interval, unless determined otherwise by the Wright County Planning and Zoning Department.
 - (6) Existing vegetation.
 - (7) Waterways, watercourses, lakes and wetlands.
 - (8) The one hundred (100) year flood elevation and Regulatory Flood Protection Elevation, if available.
 - (9) Floodway, flood fringe and/or Flood Plain (FP) District boundary, if applicable.
 - (10) The Shoreland District boundary, if any portion of the project is located in a Shoreland District.
 - (11) In the Shoreland District, the ordinary high water level.
 - (12) In the Shoreland District, the toe and top of a bluff within the project boundaries.
 - (13) Surface water drainage patterns.

- (b) Site Plan of Proposed Conditions:
- (1) Planned location and spacing of solar panels.
 - (2) Planned location of access roads.
 - (3) Planned location of underground or overhead electric lines connecting the Solar Energy Farms or Solar Energy Systems to the building, substation or other electric load.
 - (4) Planned new electrical equipment other than at the existing building or substation that is the connection point for the Solar Energy Farm.
 - (5) Proposed erosion and sediment control measures as required in Section 710 and 728 of the Wright County Zoning Ordinance. If required, the Wright County Planning Commission may review the associated land alteration for a Solar Energy Farms or Solar Energy Systems and issue a Conditional Use Permit for that land alteration as part of the request for the Solar Energy Farms or Solar Energy Systems Conditional Use Permit.
 - (6) Proposed storm water management measures.
 - (7) Sketch elevation of the premises accurately depicting the proposed Solar Energy Farm or Solar Energy Systems and its relationship to structures on adjacent lots (if any) unless determined otherwise by the Wright County Planning and Zoning Department.
- (c) Specifications and proposed installation methods for all planned major equipment, including solar panels, mounting systems and foundations for poles or racks.
- (d) The planned number of panels to be installed.
- (e) A description of the method of connecting the array to a building or substation.
- (f) A copy of the submitted interconnection application with the local electric utility or a written explanation outlining why an interconnection application is not necessary.
- (g) A decommissioning plan shall be required to ensure that facilities are properly removed after their useful life. Decommissioning of solar panels must occur in the event they are not in use for twelve (12) consecutive months. The plan shall include provisions for removal of all

structures and foundations, restoration of soil and vegetation and a plan describing the financial resources that will be available to fully decommission the site. The Commission may require the posting of a bond, letter of credit or the establishment of an escrow during a point in the life of the project to ensure proper decommissioning. The decommissioning plan shall also include a statement that any unused or obsolete equipment shall be removed by the property owner and/or applicant. Said plan shall be signed by the applicant and the property owner and shall be attached to and become part of the permit.

- (10) The Conditional Use Permit for Solar Energy Farms shall expire at the same time the Solar Energy Farm lease expires, but in no case shall exceed thirty (30) years. A new Conditional Use Permit can be applied for and the County may issue a new Conditional Use Permit for an existing Solar Energy Farms under the terms of Section 505 of the Wright County Zoning Ordinance. The Wright County Planning Commission may waive the expiration requirement for Solar Energy Farms located on property owned by public utilities and other unique owner operated facilities. Conditional Use Permits for Solar Energy Systems do not expire unless the Solar Energy System is removed.
- (11) The Wright County Planning Commission may require a buffer between Solar Energy Farms and adjoining properties.
- (12) The Wright County Planning Commission may require a greater setback between adjoining properties if conditions warrant.

762.3 Solar Energy Systems Requirements and Standards

Solar Energy Systems ten (10) kilowatts and under are a permitted accessory use in all zoning districts. Solar Energy Systems over ten (10) kilowatts and not exceeding one hundred (100) kilowatts require a Conditional Use Permit. Solar Energy Systems will be considered by the Planning Commission on restricted parcels of land zoned General Agricultural (AG).

Solar Energy Systems one hundred (100) kilowatts and under are a permitted accessory use in the General Agricultural (AG) Zoning District.

- (1) Accessory Building Limit: Solar Energy Systems, either roof or groundmounted, do not count as an accessory building for the purpose of limits on accessory buildings.
- (2) Height: Solar Energy Systems are subject to the following height requirements:
 - (a) Building or roof- mounted Solar Energy Systems shall not exceed maximum allowed height in any zoning district.
 - (b) Ground or pole-mounted Solar Energy Systems shall not exceed fifteen (15) feet in height when oriented at maximum tilt in residential zoning districts and may be allowed up to twenty (20) feet in other zoning districts.

- (3) Location within Lot: Solar Energy Systems must meet the accessory structure setback for the zoning district it is located within and will be measured from the closest point at maximum orientation. If attached to the primary structure, the Solar Energy Systems must meet the setbacks for the primary structure.
- (4) Approved Solar Components: Electric Solar Energy System components must have an Underwriters Laboratory (UL) listing.
- (5) Compliance with State Electric Code: All Solar Energy Systems shall comply with the Minnesota State Electric Code.
- (6) Utility Notification: No Solar Energy System shall be installed until evidence has been given to the Wright County Planning and Zoning Department that the owner has notified the utility company of the customer's intent to install an interconnected customer-owned generator. Off-grid systems are exempt from this requirement.

Enacting Clause:

This ordinance amendment is effective the day following final adoption and publication. The enacting clause will not be incorporated into the final Wright County Ordinance. Adopted by the Wright County Commissioners this day of , 2016.

Date

Pat Sawatzke
Chairperson, County Board

Date

Lee Kelly
County Coordinator

BUILDING COMMITTEE
MINUTES
APRIL 13, 2016

MEMBERS PRESENT: Sawatzke (for Potter), Daleiden and Kelly

OTHERS PRESENT: T. Dahl, Hatfield, Tagarro, Vergin and Cory Meier Consulting Engineer with Emanuelson-Podas

I. EXTERIOR LIGHTING RETROFIT PROJECT – NEXT STEPS

Dahl provided an overview regarding the status of the lighting retrofit project. The purpose of the project is to replace existing lighting at the Government Center, Heritage Center (aka Historical Center) and the Human Services Center with LED lighting. Overall the County will be able to utilize the existing poles and locations except for a few areas that have been identified, these will be identified as alternative bid options for purposes of the RFP.

Fixtures with the DLC certification, which will provide the highest rebate to the County, have been identified. Emanuelson-Podas will work with the contractor and the utility company to ensure that the County does get the best rebate.

Discussed utilizing motion sensors where applicable to the area and type of lighting fixture being replaced/installed.

Recommendation:

To proceed with the preparation of the RFP with the alternatives as presented. Once RFP is prepared it shall be placed on the website and contacts will be made with local vendors.

II. PA Systems

Dahl informed the Committee that he has been working with IT regarding the issues they have been having with the current public announcement system. Each building has its own separate system, which works over the phone system. Currently these systems continue to have issues, failing to be able to send out public announcements, such as severe weather warnings. At times they work, and at other times they do not. Tagarro added that the County has four (4) systems with no support.

They have reached out to IFS to identify what options are available for updating/replacing the systems. IFS quoted a price for hardware and software of \$26,758, utilizing some of the existing equipment. This would allow activating notices to all buildings; as well as departments having the ability to utilize the system for paging. To add a weather module to the system would increase the cost by \$2,000. It was suggested that this could be a CIP budgeted item, rather than utilizing Site Improvement funds.

It was noted that the system they are currently proposing is the same system that is being installed into the new public works facility.

Recommendation:

The Committee requested that this matter be explored further. No action at this time.

III. IT Expansion – Final Budget

Tagarro updated the Committee on the IT expansion project. Currently he has figures for most of the work, however is still waiting for the costs of the office furnishings, and needs an estimate for some additional patching that will be required where old furniture is currently located. To date, excluding those items the estimate for the expansion is at \$32,000.

One other item impacting moving the IT expansion is the annex restroom remodel project being considered. The restroom is adjacent to the office area IT is expanding into, and appears that they may need to move the restroom wall six feet into the area the proposed IT area. This is needed to adequately make the restrooms handicap accessible.

Recommendation:

None, this was informational only. Will bring back to Committee on April 27, if all additional information is available.

IV. County Building Standards

Kelly informed the Committee that currently we are unable to obtain same colors for all furnishings, therefore looking at modifying the standards for the Government Center. Examples of what is being proposed were viewed. They are similar to current, trying to retain neutral colors. One deviation being recommended is that we no longer utilize wallpaper. Also would like to recommend that we consider going to tile or burnished cement floors for public areas; office areas would retain carpet.

Recommendation:

None, this was informational only

V. Update on Past Project Costs

Vergin provided the Committee with a summary of project costs for 2015 – 2016, as previously requested by Commissioner Daleiden, see attached. The report identifies the approved budget and the actual costs of the projects.

Recommendation:

None, this was informational only

BUILDING COMMITTEE SUMMARY OF PROJECTS

Project Description	Status of Project	Yr Project Approved	Approved Funding	Actual Costs Incurred	Misc Notes
HSC Remodel - Add Office Space & Standing Kiosks	Completed - 2015	2015	17,984.16	17,619.77	
HSC Remodel - Training Room to Work Stations	Completed - 2015	2015	14,000.00	13,807.84	
Sheriff's Support Services Bldg	Still In Process	2015	?	1,050,254.12	Landscaping/Site work still to be completed
Security Camera Upgrade	Completed	2015	12,465.00	12,465.00	
Assessor Furniture Build Out	Completed	2016	?	3,045.92	Did not do office remodel, did furniture build out
IT Training Room	Completed	2015	26,502.00	25,335.45	Site Improvement Funds
				1,071.57	IT Training Budget
				26,407.02	
Law Library Relocation	Completed	2015	12,353.00	12,243.00	
LEC GeoThermal - Analysis to Define Scope	Completed	2015	9,200.00	9,073.50	
LEC GeoThermal - Leak Detection & Rehabilitiaton Services	In Process	2015	34,900.00	0.00	Project starting this month
Lighting Retrofit- Engineering Services	In Process	2015	11,925.00	7,858.43	
Annex Restroom Design Services	In Process	2016	5,800.00		
IT Expansion	In Process				

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD

PERSONNEL COMMITTEE MINUTES
HEALTH & HUMAN SERVICES BOARD
April 13, 2016

MEMBERS PRESENT: Husom, Sawatzke

OTHERS PRESENT: S. Hesse, M. Miller, J. Goodrum Schwartz

I. Request to Hire 67 Day Temp Social Worker (HHS Board)

Social Worker in family services unit is currently out on maternity leave. Typically the unit is able to manage leaves with existing staff. However, the volume of child protection cases has increased over the past year (April 1, 2015 – 44 cases; April 1, 2016 – 60 cases).

An applicant has been identified from a previous applicant pool for a vacant Social Worker position within the Family Services unit. The applicant was interviewed as part of that recruitment. The applicant has child protection experience and has indicated an interest in temporary work.

Recommendation: approve request to hire 67 day temp Social Worker.

WAYS & MEANS COMMITTEE

MINUTES

April 13, 2016

MEMBERS PRESENT: Sawatzke, Husom and Kelly

OTHERS PRESENT: G. Kryzer, Vergin, and S. Backes

UPDATE ON CODIFICATION AND RESTATEMENT OF COUNTY ORDINANCES

Kryzer provided an overview of the process that is required for the adoption of the updated and restated ordinances of the County. There will be a public hearing held by the Wright County Planning Commission on May 12, 2016 at 7:30 p.m. in the County Boardroom. The recommendation from the public hearing will be directed to the County Board; if the recommendation is for adoption, the Board will adopt a Resolution enacting the code of ordinances for the County with an effective date of July 1, 2016.

Discussed the ordinance amendment that is currently being considered regarding "Supportive Care to Frail and Elderly or Disabled." Kryzer stated that he recommends that we codify the ordinances first, then proceed with the amendment. Kryzer also noted that ordinance "Right-of-Way Management," currently located in Chapter 150 should be relocated in Chapter 50, Public Works. To republish and correct would cost approximately \$1200 – \$1600.

Kryzer indicated that the County should also be codifying any new or amended ordinances into the code once a year. The cost is approximately \$18 per page.

S. Backes questioned numbering of new ordinances and the retention of ordinances. Kryzer stated that she should continue to number the ordinances as she has done; at year end any new ordinances would be provided to the codifier for the annual update. As to retention of ordinances, they are permanent records and will continue to be retained by the County.

Discussed the creating of a cross reference table, identifying locations of ordinances within the new document. Commissioner Sawatzke suggested that Planning and Zoning may be able to do this more efficiently and faster due to their familiarity with the ordinances.

Vergin questioned the placement of the codified ordinances on the website. Kryzer stated that the ordinances will be available in both word and pdf format.

Recommendation:

Move ordinance "Right-of-Way Management" from Chapter 153 to Chapter 51; and refer the proposed ordinance amendments to the Planning Commission for a public hearing on May 12, 2016.



**OFFICE OF
WRIGHT COUNTY ATTORNEY
Thomas N. Kelly**

*Wright County Government Center
10 2nd Street NW, Room 400
Buffalo, Minnesota 55313-1189*

*Phone: (763) 682-7340
Toll Free: 1-800-362-3667 Fax: (763) 682-7700*

*Chief Deputy Attorney
Brian J. Asleson
Chief of Criminal Division
Brian A. Lutes
Victim/Witness
Assistance Coordinator
Jenny Paripovich
Paralegal
Michelle Sandquist
Office Manager
Cindy Hohl*

Assistants

*Terry D. Frazier
Scott M. Sandberg
Mark A. Erickson
Elizabeth M. Larson
Aaron D. Duis
Karen L. Wolff
Shane E. Simonds
Thomera R. Karvel
Kari L. Willis
Greg T. Kryzer
John Bowen
Christos Jensen*

MEMORANDUM

TO: Wright County Townships and Cities

FROM: Greg T. Kryzer, Assistant Wright County Attorney

DATE: April 6, 2016

RE: Restatement and Reorganization of Wright County Ordinances

For the past year Wright County has been undergoing a process to reorganize and codify all of the County Ordinances into a new code book. The ordinances previously were separated and cataloged under different names and numbers. Enclosed herewith for your review is a copy of the proposed revised table of content to the proposed Wright County Code of Ordinances. The Wright County Planning Commission will be holding a public hearing on these proposed amendments on May 12, 2016 at 7:30 p.m. in the Wright County Boardroom.

No substantive changes have been made to the ordinances during this process. The only changes have been in reorganizing and renumbering the sections. Some repetitious language, such as the penalty section in each ordinances, were removed and consolidated in one location.

The complete revised and restated code can be reviewed at:
<http://www.co.wright.mn.us/765/Wright-County-Code-of-Ordinances>

Written comments can be directed to:

Wright County Attorney
Attn: Greg Kryzer
10 2nd Street N.W., Room 400
Buffalo, MN 55313

If you have any questions please feel free to contact me directly at (763) 682-7344. We look forward to receiving your comments.

**WRIGHT COUNTY, MINNESOTA
CODE OF ORDINANCES
TABLE OF CONTENTS**

Chapter

TITLE I: GENERAL PROVISIONS

- 10. Rules of Construction; General Penalty

TITLE III: ADMINISTRATION

- 30. County Policies

TITLE V: PUBLIC WORKS

- 50. Highways

TITLE VII: TRAFFIC CODE

[Reserved]

TITLE IX: GENERAL REGULATIONS

- 90. Dangerous Dogs
- 91. Large Assemblies
- 92. Parks and Recreation
- 93. Public Health; Nuisances
- 94. Explosives
- 95. Zero Phosphorous

TITLE XI: BUSINESS REGULATIONS

- 110. Tobacco Regulations

Wright County - Table of Contents

TITLE XIII: GENERAL OFFENSES

- 130. Social Hosts; Responsibilities
- 131. Water Surface Use

TITLE XV: LAND USAGE AND ZONING

- 150. General Provisions
- 151. Building Code and Construction Standards
- 152. Feedlots
- 153. Right-of-Way Management
- 154. Subdivisions
- 155. Zoning
- 156. Solid Waste
- 157. Point of Sale Septic Certification

TABLE OF SPECIAL ORDINANCES

[Reserved]

PARALLEL REFERENCES

- References to Minnesota Statutes
- References to Minnesota Rules
- References to Minnesota Regulations
- References to Resolutions
- References to Ordinances

INDEX

AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE COUNTY OF WRIGHT, STATE OF MINNESOTA, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF THE POLITICAL SUBDIVISION DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OF ORDINANCES.

WHEREAS, the present general and permanent ordinance of the political subdivision are inadequately arranged and classified and are insufficient in form and substance for the complete preservation of the public peace, health, safety and general welfare of the County and for the propose conduct of its affairs; and

WHEREAS, the Acts of the Legislature of the State of Minnesota empower and authorize the County of Wright to revise, amend, restate, codify and compile any existing ordinances and all new ordinances not heretofore adopted or published and to incorporate such ordinances into one ordinance in book form; and

WHEREAS, the Board of Commissioners for the County of Wright has previously authorized a general compilation, revision and codification of the ordinances of the County of Wright of a general and permanent nature and publication of such ordinance in book form; and

NOW THEREFORE, THE COUNTY OF WRIGHT HEREBY ORDAINS:

Section 1. The general ordinances of the County of Wright as revised, amended, restated, codified, and compiles in book form are hereby adopted as and shall constitute the “Code of Ordinance of Wright County, Minnesota.”

Section 2. Such Code of Ordinances as adopted in Section 1 shall consist of the following Titles:

Chapter

TITLE I: GENERAL PROVISIONS

10. Rules of Construction; General Penalty

TITLE III: ADMINISTRATION

30. County Policies

TITLE V: PUBLIC WORKS

50. Highways

TITLE VII: TRAFFIC CODE

[Reserved]

TITLE IX: GENERAL REGULATIONS

- 90. Dangerous Dogs
- 91. Large Assemblies
- 92. Parks and Recreation
- 93. Public Health; Nuisances
- 94. Explosives
- 95. Zero Phosphorous

TITLE XI: BUSINESS REGULATIONS

- 110. Tobacco Regulations

TITLE XIII: GENERAL OFFENSES

- 130. Social Hosts; Responsibilities
- 131. Water Surface Use

TITLE XV: LAND USAGE AND ZONING

- 150. General Provisions
- 151. Building Code and Construction Standards
- 152. Feedlots
- 153. Right-of-Way Management
- 154. Subdivisions
- 155. Zoning
- 156. Solid Waste
- 157. Point of Sale Septic Certification

TABLE OF SPECIAL ORDINANCES

[Reserved]

PARALLEL REFERENCES

References to Minnesota Statutes
References to Minnesota Rules
References to Minnesota Regulations
References to Resolutions
References to Ordinances

INDEX

Section 3. All prior ordinances pertaining to the subjects treated in such Code of Ordinances shall be deemed repealed from and after the effective date of this ordinance

except as they are included and reordained in whole or in part in such Code; provided, such repeal shall not affect any offense committed or penalty incurred or any right established prior to the effect date of this ordinance, nor shall such repeal affect the provisions of ordinances levying taxes, appropriating money, establishing franchises, or granting special rights of certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorized the purchase or sale of real property or personal property, granting or accepting easements, plat or dedication of land to public use, vacating or setting boundaries of street or other public places, nor shall such repeal affect any other ordinance of a temporary or special nature pertaining to subjects not contained in or covered by the Code.

Section 4. Such Code shall be deemed effective on July 1, 2016 and the Clerk of the Wright County Board of Commissioners is hereby authorized and ordered to file a copy of such Code of Ordinance in the Office of the Clerk, the Office of the Wright County Recorder, and in the Wright County Law Library.

Section 5. Such Code shall be in force and effect as provided in Section 6, and such Code shall be presumptive evidence in all courts and places of the ordinance and all provisions, sections, penalties and regulations therein contained and of the state of passage, and that the same is properly signed, attested, recorded, and approved and that any public hearings and notices thereof as required by law have been given.

WRIGHT COUNTY BOARD OF COMMISSIONERS

WRIGHT COUNTY PLANNING COMMISSION

NOTICE OF INTENT TO ORDAIN AND TO ADOPT

THE REORGANIZED AND RESTATED WRIGHT COUNTY ORDINANCES

NOTICE IS HEREBY GIVEN, that the Wright County Planning Commission, during its regular meeting on Thursday, May 12, 2016, at 7:30 P.M., will hold a public hearing to consider ordaining and adopting the reorganized and restated Wright County Ordinance. This consideration and discussion will take place in the Commissioners' Board Room at the Wright County Government Center, Buffalo, Minnesota.

The Wright County Planning Commission will be reviewing and discussing the proposed adoption of a reorganization and restatement of the Wright County Ordinances. This new proposed reorganization will renumber and catalog all of Wright County's Ordinance into one binder and catalog.

The proposed ordinance can be reviewed in person in the Office of the Wright County Attorney or online at <http://www.co.wright.mn.us/765/Wright-County-Code-of-Ordinances>

Written comments must be submitted to Greg T. Kryzer, Assistant Wright County Attorney at 10 2nd Street N.W., Rm 400, Buffalo, MN 55313.

Lee R. Kelly
County Coordinator

Interpretive Services for the hearing impaired will be provided upon request.

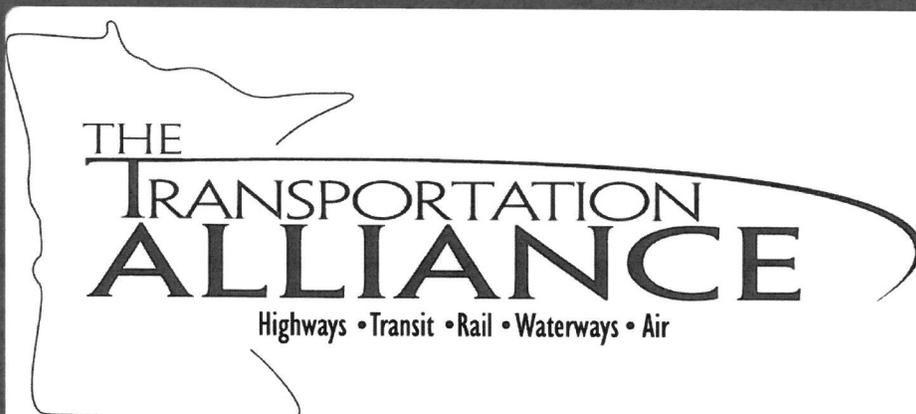
Susan Backes

From: Michael J. Potter
Sent: Thursday, April 14, 2016 2:13 PM
To: Lee Kelly
Subject: FW: Cheap Flights to DC - Join Us in June for Transportation Fly-In

From: Margaret Donahoe [mailto:margaret@transportationalliance.com]
Sent: Thursday, April 07, 2016 12:59 PM
To: Michael J. Potter <Michael.Potter@co.wright.mn.us>
Subject: Cheap Flights to DC - Join Us in June for Transportation Fly-In



Forward to a friend

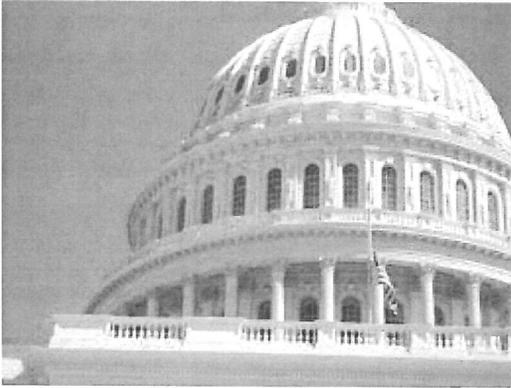


You Can't Afford to Miss This Opportunity!

Join Us in Washington, D.C. **June 7-9** and Get the Latest on the
new FAST Act

Hi Michael,

Don't miss out on the 2016 Washington, D.C. Fly-In!



Join Your Colleagues from all across Minnesota and throughout the transportation community.

The Federal FAST Act - What does it mean for Minnesota?

This is your opportunity to hear directly from the **Minnesota Congressional Delegation** along with federal experts who

will help us understand the changes under the new FAST Act and how this new legislation will be implemented.

Great deals on airfare and hotel make this trip affordable. Roundtrip airfare is available NOW starting at **\$237.00**

We have a great rate for hotel rooms at the Hotel Lombardy: **\$249.00** single room per night.

Call (202) 828-2600 or toll-free at (800) 424-5486. **Refer to Group #3482** when calling to guarantee their reservations. Reservations received after **April 14, 2016** will be taken on a space and rate available basis.

Register Today: 06/07 00:00am 45th ANNUAL WASHINGTON, D.C. FLY-IN

Tuesday, June 7

3:30 PM - Meeting Registration, Hotel Lombardy

4:30 PM - Briefing and Reception, Hotel Lombardy

Wednesday, June 8

8:00 AM - Breakfast with MN Congressional Delegation, B-338 Rayburn House Office Bldg.

4:30 PM - Reception on the Hill, B-338 Rayburn House Office Bldg.

Thursday, June 9

8:00 AM - Breakfast Meeting at the Hotel Lombardy

www.transportationalliance.com

Minnesota Transportation Alliance

Copyright © 2013

525 Park St., Ste 240

St. Paul, MN 55103

651-659-0804

[Unsubscribe](#) | [Privacy Policy](#)



Events Calendar

GREATER MSP Newcomer Experience - A Make It. MSP. Deeper Dive for Investors

Date: April 29, 2016 **Time:** 8:30 AM - 10:00 AM

[Learn More about GREATER MSP](#)

[Register Now](#)

Event Description

GREATER MSP Presents: The Newcomer Experience | Make IT. MSP.

The Make It. MSP. talent attraction and retention initiative is making great progress! Your support and partnership as a GREATER MSP Investor is critical to its success.

Companies and organizations across the MSP region know how difficult it is to attract talented workers for the various careers available in our region. As of January, the MSP region had a 3.9% unemployment rate. So it's clear that securing talent from outside of our region is essential for MSP's economic success.

Employees you're relocating to MSP from around the country and world have a lot on their plates. From new neighborhoods to new commutes to new desks and back again, there's a lot to take in – and a relatively short window for first impressions. If they aren't quickly connected, engaged, and satisfied, that investment you've made in each other won't lead to high returns for either party.

Join GREATER MSP for a deeper dive into the MSP Newcomer Experience. Be the first to learn what new residents are saying about living and working here in Minneapolis-Saint Paul, what Make It. MSP. is doing in response to these insights, why your organization should care, and how you can take action.

Follow **#MakeItMSP** on Twitter at **@makeitmsp** and check out www.makeitmsp.org.

We look forward to seeing you there!

[To Current Calendar](#)

Event Location

Thank you to GREATER MSP Investor WSB & Associates for its generous support by hosting this event.

WSB University

701 Xenia Avenue South, Suite 200

Golden Valley, MN 55416 [view a map](#)

Date/Time Information

Friday, April 29, 2016

Contact Information

Judy Johnson, Director of Investor Relations
[send an email](#)

Fees/Admission

This is a free event for GREATER MSP Investors. A light continental breakfast and coffee will be served.

Event Options

[current weather](#)
[print this page](#)
[email to a friend](#)
[add to Calendar](#)

Set a Reminder

email to

1 Day

before the event.

[To Current Calendar](#)

SML7587
4/14/2016

12:15:45PM

*** WRIGHT COUNTY ***



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5	DEPT			COUNTY BOARD		
2618	CENTURYLINK 01-005-000-0000-6203		0.98	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		0.98	1 Transactions		
3179	DALEIDEN/MARK 01-005-000-0000-6338		278.00	REIMBURSE LODGING AMC		CONFERENCES & MEETINGS
3179	DALEIDEN/MARK		278.00	1 Transactions		
3921	OFFICE DEPOT 01-005-000-0000-6411		8.50	SUPPLIES 832433355001		OPERATING SUPPLIES
3921	OFFICE DEPOT		8.50	1 Transactions		
5	DEPT Total:		287.48	COUNTY BOARD	3 Vendors	3 Transactions
13	DEPT			COURT ADMINISTRATOR		
2618	CENTURYLINK 01-013-000-0000-6203		56.42	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		56.42	1 Transactions		
4274	FEDERLE/SARAH 01-013-000-0000-6270		100.00	JV 15 4785 APPEARANCE 3/31/16		COURT APPOINTED COUNSEL
4274	FEDERLE/SARAH		100.00	1 Transactions		
1203	GABRIEL/CATHLEEN 01-013-000-0000-6270		100.00	PR 16 636 APPEARANCE 3/31/16		COURT APPOINTED COUNSEL
1203	GABRIEL/CATHLEEN		100.00	1 Transactions		
2513	PURICK/RYAN 01-013-000-0000-6270		100.00	F9 01 001287 APPEARANCE 4/7		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 09 709 APPEARANCE 4/7/16		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 11 1802 APPEARANCE 4/7/16		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 15 855 APPEARANCE 4/7/16		COURT APPOINTED COUNSEL
2513	PURICK/RYAN		400.00	4 Transactions		
13	DEPT Total:		656.42	COURT ADMINISTRATOR	4 Vendors	7 Transactions
25	DEPT			COURT SERVICES		

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
2548	ABRAHAMSON/BRIAN 01-025-000-0000-6331		270.50	541 MILES		TRAVEL
2548	ABRAHAMSON/BRIAN		270.50		1 Transactions	
2618	CENTURYLINK 01-025-000-0000-6203		105.98	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		105.98		1 Transactions	
2939	EDENS GROUP 01-025-000-0000-6804		325.00	TRAINING REGISTRATION		STAFF TRAINING
2939	EDENS GROUP		325.00		1 Transactions	
6381	HUEMOELLER/NEAL 01-025-000-0000-6331		296.50	593 MILES		TRAVEL
6381	HUEMOELLER/NEAL		296.50		1 Transactions	
4275	MINNESOTA MONITORING INC 01-025-000-0000-6261		150.00	DAMAGE FEE MOSFORD	2419	PROFESSIONAL SERVICES
4275	MINNESOTA MONITORING INC		150.00		1 Transactions	
6529	MN ASSN OF COUNTY PROBATION OFCRS 01-025-000-0000-6245		875.00	MEMBERSHIP FEES X25	0069	MEMBERSHIPS, DUES & FEES
	01-025-000-0000-6804		125.00	CONFERENCE HUEMOELLER	01860	STAFF TRAINING
	01-025-000-0000-6804		125.00	CONFERENCE BUSCH	01869	STAFF TRAINING
6529	MN ASSN OF COUNTY PROBATION OFCRS		1,125.00		3 Transactions	
4628	VERIZON WIRELESS 01-025-000-0000-6203		577.95	887189319		TELEPHONE
4628	VERIZON WIRELESS		577.95		1 Transactions	
25	DEPT Total:		2,850.93	COURT SERVICES	7 Vendors	9 Transactions
31	DEPT			COUNTY COORDINATOR		
2618	CENTURYLINK 01-031-000-0000-6203		15.82	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		15.82		1 Transactions	
33159	INDIANHEAD SPECIALTY CO INC 01-031-000-0000-6301		13.40	NAME PLATE WILCZEK	358887	REPAIRS & MAINTENANCE

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
33159	INDIANHEAD SPECIALTY CO INC			13.40		1 Transactions	
6398	IPMA-HR 01-031-000-0000-6245			149.00	MEMBERSHIP HR DIRECTOR		MEMBERSHIPS, DUES & FEES
6398	IPMA-HR			149.00		1 Transactions	
7376	IPMA-HR MINNESOTA 01-031-000-0000-6245			25.00	MEMBERSHIP HR DIRECTOR		MEMBERSHIPS, DUES & FEES
7376	IPMA-HR MINNESOTA			25.00		1 Transactions	
4278	NORTHLAND TRANSCRIPTION 01-031-000-0000-6261			132.25	TRANSCRIPTION SERVICES	40816	PROFESSIONAL SERVICES
4278	NORTHLAND TRANSCRIPTION			132.25		1 Transactions	
3921	OFFICE DEPOT 01-031-000-0000-6411			41.97	SUPPLIES 832433470001		OPERATING SUPPLIES
	01-031-000-0000-6411			62.22	SUPPLIES 832433355001		OPERATING SUPPLIES
3921	OFFICE DEPOT			104.19		2 Transactions	
2142	SOCIETY FOR HUMAN RESOURCE MGT 01-031-000-0000-6245			190.00	MEMBERSHIP HR DIRECTOR		MEMBERSHIPS, DUES & FEES
2142	SOCIETY FOR HUMAN RESOURCE MGT			190.00		1 Transactions	
4628	VERIZON WIRELESS 01-031-000-0000-6203			50.75	887189319		TELEPHONE
4628	VERIZON WIRELESS			50.75		1 Transactions	
31	DEPT Total:			680.41	COUNTY COORDINATOR	8 Vendors	9 Transactions
41	DEPT				COUNTY AUDITOR-TREASURER		
2618	CENTURYLINK 01-041-000-0000-6203			35.25	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			35.25		1 Transactions	
681	CLIFTONLARSONALLEN LLP 01-041-000-0000-6262			5,100.00	PROGRESS BILLING FY2015		STATE AUDITOR-AUDITING
681	CLIFTONLARSONALLEN LLP			5,100.00		1 Transactions	
284	MN COUNTIES COMPUTER COOPERATIVE						

*** **WRIGHT COUNTY** ***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-041-000-0000-6260		66.46-	CREDIT OVERBILLED 1ST QTR		SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		600.00	2ND QTR XEROX PTS ENHANCE 2016	2Y1604071	SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		1,116.50	2ND QTR PAYMATE 2016	2Y1604071	SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		8,709.00	2ND QTR PROP TAX SUPPORT 2016	2Y1604071	SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		412.50	2ND QTR XEROX PTS BETA 2016	2Y1604071	SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		111.43	1ST QTR TAX SHARED MTG EXP 16	2Y1604157	SOFTWARE OR SYSTEMS SUPPORT
284	MN COUNTIES COMPUTER COOPERATIVE		10,882.97	6 Transactions		
41	DEPT Total:		16,018.22	COUNTY AUDITOR-TREASURER	3 Vendors	8 Transactions
63	DEPT			IT (INFORMATIONAL TECHNOLOGY)		
3842	BROWN/JASON					
	01-063-000-0000-6331		10.50	21 MILES		TRAVEL
3842	BROWN/JASON		10.50	1 Transactions		
2618	CENTURYLINK					
	01-063-000-0000-6203		17.81	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		17.81	1 Transactions		
3921	OFFICE DEPOT					
	01-063-000-0000-6411		21.15	SUPPLIES 831368353001		OPERATING SUPPLIES
3921	OFFICE DEPOT		21.15	1 Transactions		
6915	OFFICE OF MN IT SERVICES					
	01-063-000-0000-6261		2,100.00	NETWORK CHARGES MARCH 2016	16030492	PROFESSIONAL SERVICES
6915	OFFICE OF MN IT SERVICES		2,100.00	1 Transactions		
4628	VERIZON WIRELESS					
	01-063-000-0000-6203		50.75	763 614 7064		TELEPHONE
4628	VERIZON WIRELESS		50.75	1 Transactions		
63	DEPT Total:		2,200.21	IT (INFORMATIONAL TECHNOLOGY)	5 Vendors	5 Transactions
91	DEPT			COUNTY ATTORNEY		
2618	CENTURYLINK					
	01-091-000-0000-6203		45.71	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		45.71	1 Transactions		

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
88	LECLAIRE/KIMBERLY D 01-091-000-0000-6261			45.50	TRANSCRIPT STATE V VOSSEN		PROFESSIONAL SERVICES
88	LECLAIRE/KIMBERLY D			45.50	1 Transactions		
91	DEPT Total:			91.21	COUNTY ATTORNEY	2 Vendors	2 Transactions
100	DEPT				OTHER GENERAL GOVERNMENT		
1001	ANOKA COUNTY SHERIFF 01-100-000-0000-6261			34,953.70	MARCH 2016 REG FORENSIC LAB	32016	PROFESSIONAL SERVICES
1001	ANOKA COUNTY SHERIFF			34,953.70	1 Transactions		
4079	EMANUELSON PODAS 01-100-000-0000-6605			2,392.00	PROFESSIONAL SERVICES	8358	SITE IMPROVEMENTS-COURTHOUSE
4079	EMANUELSON PODAS			2,392.00	1 Transactions		
3855	MAILFINANCE 01-100-000-0000-6205			2,466.27	MAIL MACHINE LEASE1/29-4/28/16	5858912	POSTAGE
3855	MAILFINANCE			2,466.27	1 Transactions		
46443	MCIT 01-100-000-0000-6353			2,453.70	DEDUCTIBLE 14PE0088	106014	LIABILITY INSURANCE
46443	MCIT			2,453.70	1 Transactions		
2585	MN DEPT OF TRANSPORTATION 01-100-000-0000-6305			53,479.97	RADIO INFRASTRUCTURE 2016	334584	800MHZ MAINTENANCE EXPENSE
2585	MN DEPT OF TRANSPORTATION			53,479.97	1 Transactions		
100	DEPT Total:			95,745.64	OTHER GENERAL GOVERNMENT	5 Vendors	5 Transactions
101	DEPT				COUNTY RECORDER		
2618	CENTURYLINK 01-101-000-0000-6203			2.37	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			2.37	1 Transactions		
3921	OFFICE DEPOT 01-101-000-0000-6411			27.31	SUPPLIES 831954550001		OPERATING SUPPLIES
	01-101-000-0000-6411			117.54	SUPPLIES 831952915001		OPERATING SUPPLIES

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3921	OFFICE DEPOT			144.85		2 Transactions	
101	DEPT Total:			147.22	COUNTY RECORDER	2 Vendors	3 Transactions
103	DEPT				SURVEYOR		
607	BUFF N GLO INC 01-103-000-0000-6452			9.10	CAR WASHES	6055	VEHICLE MAINTENANCE
607	BUFF N GLO INC			9.10		1 Transactions	
2618	CENTURYLINK 01-103-000-0000-6203			4.61	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			4.61		1 Transactions	
1873	FORESTRY SUPPLIERS INC 01-103-000-0000-6411			68.33	SUPPLIES	86748700	OPERATING SUPPLIES
1873	FORESTRY SUPPLIERS INC			68.33		1 Transactions	
7340	JOBE/STEVEN 01-103-000-0000-6331			4.45	PARKING REIMBURSEMENT		TRAVEL
7340	JOBE/STEVEN			4.45		1 Transactions	
3063	MOON MOTORSPORTS 01-103-000-0000-6411			11.73	GENERATOR PARTS	4738726	OPERATING SUPPLIES
3063	MOON MOTORSPORTS			11.73		1 Transactions	
4628	VERIZON WIRELESS 01-103-000-0000-6203			243.00	887189319		TELEPHONE
	01-103-000-0000-6203			25.02	887189319		TELEPHONE
4628	VERIZON WIRELESS			268.02		2 Transactions	
103	DEPT Total:			366.24	SURVEYOR	6 Vendors	7 Transactions
105	DEPT				ASSESSOR		
2618	CENTURYLINK 01-105-000-0000-6203			24.41	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			24.41		1 Transactions	
1939	IMPACT PROVEN SOLUTIONS						

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1939	IMPACT PROVEN SOLUTIONS			7,276.86	PROFESSIONAL SERVICES	112594	PROFESSIONAL SERVICES
				7,276.86	1 Transactions		
284	MN COUNTIES COMPUTER COOPERATIVE			3,132.00	2ND QTR CAMA MAINT 2016	2Y1604071	SOFTWARE OR SYSTEMS SUPPORT
				21.81	1ST QTR TAX SHARED MTG CAMA	2Y1604157	SOFTWARE OR SYSTEMS SUPPORT
284	MN COUNTIES COMPUTER COOPERATIVE			3,153.81	2 Transactions		
3921	OFFICE DEPOT			62.98	SUPPLIES 832653578001		OPERATING SUPPLIES
				51.29	SUPPLIES 832252419001		OPERATING SUPPLIES
3921	OFFICE DEPOT			114.27	2 Transactions		
5860	RASMUSON/ANTHONY			100.00	REIMBURSE MAAO MEMBERSHIP		MEMBERSHIPS, DUES & FEES
				14.94	REIMBURSE SUPPLIES		OPERATING SUPPLIES
				5.48	REIMBURSE SUPPLIES		COMPUTER OR SOFTWARE PURCHASES
				80.87	REIMBURSE SUPPLIES		COMPUTER OR SOFTWARE PURCHASES
				186.93	REIMBURSE SUPPLIES		COMPUTER OR SOFTWARE PURCHASES
				199.00	REIMBURSE CONT EDUCATION		STAFF TRAINING
5860	RASMUSON/ANTHONY			587.22	6 Transactions		
105	DEPT Total:			11,156.57	ASSESSOR	5 Vendors	12 Transactions
107	DEPT				PLANNING AND ZONING		
6829	BLACK BOX RESALE SERVICES			433.00	REFURBISHED PHONES X3	4339763	COMPUTER OR SOFTWARE PURCHASES
6829	BLACK BOX RESALE SERVICES			433.00	1 Transactions		
2618	CENTURYLINK			23.29	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			23.29	1 Transactions		
1487	MN DEPARTMENT OF LABOR & INDUSTRY			2,644.24	24556171000 MARCH SURCHARGE		MISCELLANEOUS REVENUE
1487	MN DEPARTMENT OF LABOR & INDUSTRY			2,644.24	1 Transactions		

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
107	DEPT Total:			3,100.53	PLANNING AND ZONING	3 Vendors	3 Transactions
111	DEPT				BUILDING CARE		
6156	AMERIPRIDE SERVICES						
	01-111-000-0000-6302			55.22	CREDIT OVERPAYMENT	229096	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			111.68	CREDIT OVERPAYMENT	230742	REPAIRS & MAINTENANCE
	01-111-000-0000-6301			104.78	UNIFORMS GC 3/01/16	754785	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			51.83	UNIFORMS LEC 3/01/16	754801	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			104.78	UNIFORMS GC 3/08/16	757319	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			51.83	UNIFORMS LEC 3/08/16	757337	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			104.78	UNIFORMS GC 3/15/16	759841	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			55.83	UNIFORMS LEC 3/15/16	759858	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			104.78	UNIFORMS GC 3/22/16	762405	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			55.23	UNIFORMS LEC 3/22/16	762424	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			104.78	UNIFORMS GC 3/29/16	764949	REPAIRS & MAINTENANCE
	01-111-000-0000-6301			104.78	UNIFORMS GC 4/05/16	767559	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			55.23	UNIFORMS LEC 3/29/16	769466	JAIL/LEC REPAIRS AND MAINTENANCE
6156	AMERIPRIDE SERVICES			731.73		13 Transactions	
5196	CLIMATE AIR						
	01-111-000-0000-6301			705.28	REPAIRS INTAKE FILTERS GC	37179	REPAIRS & MAINTENANCE
5196	CLIMATE AIR			705.28		1 Transactions	
7510	MENARDS - BUFFALO						
	01-111-000-0000-6301			12.48	SUPPLIES	9754	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			103.44	SUPPLIES	9926	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			19.98	SUPPLIES	9973	REPAIRS & MAINTENANCE
7510	MENARDS - BUFFALO			135.90		3 Transactions	
3921	OFFICE DEPOT						
	01-111-000-0000-6411			11.15	SUPPLIES 832433355001		OPERATING SUPPLIES
	01-111-000-0000-6621			12,249.60	CHAIRS JURY COURT X40	229741834168	FURNITURE & EQUIPMENT
3921	OFFICE DEPOT			12,260.75		2 Transactions	
111	DEPT Total:			13,833.66	BUILDING CARE	4 Vendors	19 Transactions
121	DEPT				VETERANS SERVICE		
2618	CENTURYLINK						

*** **WRIGHT COUNTY** ***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-121-000-0000-6203		8.34	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		8.34	1 Transactions		
121	DEPT Total:		8.34	VETERANS SERVICE	1 Vendors	1 Transactions
201	DEPT			SHERIFF		
607	BUFF N GLO INC					
	01-201-000-0000-6452		79.30	CAR WASHES MARCH 2016		VEHICLE MAINTENANCE
607	BUFF N GLO INC		79.30	1 Transactions		
5721	CDW GOVERNMENT INC					
	01-201-000-0000-6620		1,836.22	SCANNERS ZUERCHER/RMS	CQN0493	COMPUTER OR SOFTWARE PURCHASES
5721	CDW GOVERNMENT INC		1,836.22	1 Transactions		
631	CENTRAL FIRE PROTECTION					
	01-201-000-0000-6301		197.00	FIRE EXTINGUISHER MAINT	35046	REPAIRS & MAINTENANCE
631	CENTRAL FIRE PROTECTION		197.00	1 Transactions		
2609	CENTURYLINK					
	01-201-000-0000-6301		70.54	612 B60 0057 390	4/1/16	REPAIRS & MAINTENANCE
2609	CENTURYLINK		70.54	1 Transactions		
2618	CENTURYLINK					
	01-201-000-0000-6203		143.84	63276699	1365562717	TELEPHONE
2618	CENTURYLINK		143.84	1 Transactions		
6238	EVIDENT CRIME SCENE PRODUCTS					
	01-201-000-0000-6411		147.15	MCIU SUPPLIES	103963A	OPERATING SUPPLIES
6238	EVIDENT CRIME SCENE PRODUCTS		147.15	1 Transactions		
3840	FORD OF HIBBING					
	01-201-000-0000-6633		23,787.00	NEW SQUAD #804 2016 FORD SEDAN	9994005	VEHICLES PURCHASED
	01-201-000-0000-6633		23,787.00	NEW SQUAD #837 2016 FORD SEDAN	9994006	VEHICLES PURCHASED
	01-201-000-0000-6633		23,787.00	NEW SQUAD #847 2016 FORD SEDAN	9994007	VEHICLES PURCHASED
	01-201-000-0000-6633		23,787.00	NEW SQUAD #813 2016 FORD SEDAN	9994008	VEHICLES PURCHASED
3840	FORD OF HIBBING		95,148.00	4 Transactions		
4008	HOLIDAY COMPANIES					
	01-201-000-0000-6452		564.50	CAR WASHES 3/1-4/1/16	25001041635	VEHICLE MAINTENANCE

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
4008	HOLIDAY COMPANIES		564.50		1 Transactions	
3852	JACK'S OF COKATO INC 01-201-000-0000-6452		44.00	MARCH 2016 CAR WASHES	3/31/2016	VEHICLE MAINTENANCE
3852	JACK'S OF COKATO INC		44.00		1 Transactions	
7366	KARELS TOWING 01-201-000-0000-6261		167.00	16008743		PROFESSIONAL SERVICES
7366	KARELS TOWING		167.00		1 Transactions	
1506	LYNN PEAVEY COMPANY 01-201-000-0000-6411		741.75	EVIDENCE SUPPLIES	316195	OPERATING SUPPLIES
1506	LYNN PEAVEY COMPANY		741.75		1 Transactions	
1048	MARTIN-MCALLISTERS CONSULTING 01-201-000-0000-6261		450.00	EVALUATION	10377	PROFESSIONAL SERVICES
1048	MARTIN-MCALLISTERS CONSULTING		450.00		1 Transactions	
1657	MINNEAPOLIS/CITY OF 01-201-000-0000-6804		100.00	FOOTWEAR/TIRE CLASS X2	1/20/16	STAFF TRAINING
1657	MINNEAPOLIS/CITY OF		100.00		1 Transactions	
3844	NET TRANSCRIPTS INC 01-201-000-0000-6261		47.76	TRANSCRIBE STATEMENTS	6777	PROFESSIONAL SERVICES
	01-201-000-0000-6261		43.87	TRANSCRIBE STATEMENTS	6908	PROFESSIONAL SERVICES
3844	NET TRANSCRIPTS INC		91.63		2 Transactions	
3921	OFFICE DEPOT 01-201-000-0000-6411		17.13	SUPPLIES 832670012001		OPERATING SUPPLIES
	01-201-000-0000-6411		67.56	SUPPLIES 832667219001		OPERATING SUPPLIES
	01-201-000-0000-6411		17.94	SUPPLIES 832670011001		OPERATING SUPPLIES
	01-201-000-0000-6411		37.95	SUPPLIES 832022747001		OPERATING SUPPLIES
	01-201-000-0000-6411		306.24	SUPPLIES 832022622001		OPERATING SUPPLIES
3921	OFFICE DEPOT		446.82		5 Transactions	
6161	PERFORMANCE KENNELS INC 01-201-000-0000-6261		103.20	K9 MAINT & SUPPLIES	2778	PROFESSIONAL SERVICES
6161	PERFORMANCE KENNELS INC		103.20		1 Transactions	

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3089	SCUBA CENTER 01-201-000-0000-6412			389.00	DRY SUIT REPAIR	21066067	B&W OPERATING SUPPLIES
3089	SCUBA CENTER			389.00	1 Transactions		
3319	SPEE DEE INC 01-201-000-0000-6205			11.45	SHIPPING	3025245	POSTAGE
3319	SPEE DEE INC			11.45	1 Transactions		
6625	ST CLOUD STATE UNIVERSITY 01-201-000-0000-6804			395.00	L E EXECUTIVE HABISH	LEEDS040716	STAFF TRAINING
6625	ST CLOUD STATE UNIVERSITY			395.00	1 Transactions		
6641	THOMSON REUTERS WEST PUBLISHING C 01-201-000-0000-6261			175.00	CLEAR SUBSCRIPTION MARCH 2016	833761481	PROFESSIONAL SERVICES
6641	THOMSON REUTERS WEST PUBLISHING C			175.00	1 Transactions		
99	TRANSLANGUAGES LLC 01-201-000-0000-6261			110.00	ICR 16006894 INTERPRETING	160324	PROFESSIONAL SERVICES
99	TRANSLANGUAGES LLC			110.00	1 Transactions		
1497	UNIFORMS UNLIMITED 01-201-000-0000-6411			208.00	SERGEANT BADGES	161832	OPERATING SUPPLIES
1497	UNIFORMS UNLIMITED			208.00	1 Transactions		
2490	UNITED PARCEL SERVICE 01-201-000-0000-6205			17.37	SHIPPING	140177146	POSTAGE
2490	UNITED PARCEL SERVICE			17.37	1 Transactions		
999999998	US BANK NATIONAL ASSOC 01-201-000-0000-6261			14.25	ICR 16007520 SUBPOENA	S201603999	PROFESSIONAL SERVICES
999999998	US BANK NATIONAL ASSOC			14.25	1 Transactions		
4628	VERIZON WIRELESS 01-201-000-0000-6203			383.29	887189319		TELEPHONE
4628	VERIZON WIRELESS			383.29	1 Transactions		
201	DEPT Total:			102,034.31	SHERIFF	25 Vendors	33 Transactions

250 DEPT

SHERIFF-CORRECTIONS

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5782	ANCOM COMMUNICATIONS INC 01-250-000-0000-6301			3,115.00	REPEATER/WALL MOUNT/TECH	59460	REPAIRS & MAINTENANCE
5782	ANCOM COMMUNICATIONS INC			3,115.00	1 Transactions		
2618	CENTURYLINK 01-250-000-0000-6203			71.24	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			71.24	1 Transactions		
4276	CULINEX 01-250-000-0000-6459			13.89	SUPPLIES	687719	LAW ENFORCE-JAIL FOOD-LAUNDRY
4276	CULINEX			13.89	1 Transactions		
1048	MARTIN-MCALLISTERS CONSULTING 01-250-000-0000-6261			900.00	EVALUATION JAIL	10377	PROFESSIONAL SERVICES
1048	MARTIN-MCALLISTERS CONSULTING			900.00	1 Transactions		
3413	MEND CORRECTIONAL CARE LLC 01-250-000-0000-6458			27,529.33	APRIL 2016 HEALTHCARE	1223	JAIL MEDICAL
3413	MEND CORRECTIONAL CARE LLC			27,529.33	1 Transactions		
1699	MN CHEMICAL COMPANY 01-250-000-0000-6459			1,952.20	LAUNDRY CHEMICALS	448272	LAW ENFORCE-JAIL FOOD-LAUNDRY
1699	MN CHEMICAL COMPANY			1,952.20	1 Transactions		
250	DEPT Total:			33,581.66	SHERIFF-CORRECTIONS	6 Vendors	6 Transactions
521	DEPT				PARKS		
3263	ADVANCED DISPOSAL SERVICES 01-521-000-0000-6301			92.18	LANDFILL DISPOSAL FEES	24372	REPAIRS & MAINTENANCE
3263	ADVANCED DISPOSAL SERVICES			92.18	1 Transactions		
2618	CENTURYLINK 01-521-000-0000-6203			10.34	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			10.34	1 Transactions		
4279	DAVIDSON BUSINESS EQUIPMENT 01-521-000-0000-6301			243.90	CASH REGISTER MAINT	32096	REPAIRS & MAINTENANCE
4279	DAVIDSON BUSINESS EQUIPMENT			243.90	1 Transactions		

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5849	FEDERATED CO-OPS INC 01-521-000-0000-6251			439.60	LP TANK FILL	130101784	UTILITY SERVICES - ELECTRICITY
5849	FEDERATED CO-OPS INC			439.60	1 Transactions		
2001	HILLYARD INC - MINNEAPOLIS 01-521-000-0000-6411			383.00	SUPPLIES	602029869	OPERATING SUPPLIES
2001	HILLYARD INC - MINNEAPOLIS			383.00	1 Transactions		
7510	MENARDS - BUFFALO 01-521-000-0000-6301			20.91	SUPPLIES	9784	REPAIRS & MAINTENANCE
	01-521-000-0000-6301			31.98	SUPPLIES	9970	REPAIRS & MAINTENANCE
7510	MENARDS - BUFFALO			52.89	2 Transactions		
6832	MINI BIFF LLC 01-521-000-0000-6301			102.00	PORTA TOILET RENTAL	76981	REPAIRS & MAINTENANCE
6832	MINI BIFF LLC			102.00	1 Transactions		
4628	VERIZON WIRELESS 01-521-000-0000-6203			67.60	887189319		TELEPHONE
4628	VERIZON WIRELESS			67.60	1 Transactions		
2487	WINDSTREAM 01-521-000-0000-6203			118.97	320 274 8870	091133123	TELEPHONE
	01-521-000-0000-6203			68.14	320 963 3881	091134470	TELEPHONE
2487	WINDSTREAM			187.11	2 Transactions		
3667	WOOD CHUCKERS FIREWOOD 01-521-000-0000-6807			1,512.00	PRE ORDER FIREWOOD BUNDLES	130417	MATERIALS FOR RE-SALE - POP ETC.
3667	WOOD CHUCKERS FIREWOOD			1,512.00	1 Transactions		
1535	WRIGHT HENNEPIN ELECTRIC 01-521-000-0000-6251			295.65	108 103 11200		UTILITY SERVICES - ELECTRICITY
1535	WRIGHT HENNEPIN ELECTRIC			295.65	1 Transactions		
4433	XCEL ENERGY 01-521-000-0000-6251			15.23	51 4402453 3	496712649	UTILITY SERVICES - ELECTRICITY
4433	XCEL ENERGY			15.23	1 Transactions		

*** WRIGHT COUNTY ***



Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
521	DEPT Total:			3,401.50	PARKS	12 Vendors	14 Transactions
603	DEPT				EXTENSION		
2618	CENTURYLINK 01-603-000-0000-6203			9.22	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			9.22		1 Transactions	
606	HUSTON/TARAH 01-603-000-0000-6244			176.40	REIMBURSE PROGRAM SUPPLIES		PROGRAM EXPENSES
606	HUSTON/TARAH			176.40		1 Transactions	
4628	VERIZON WIRELESS 01-603-000-0000-6203			80.02	887189319		TELEPHONE
4628	VERIZON WIRELESS			80.02		1 Transactions	
603	DEPT Total:			265.64	EXTENSION	3 Vendors	3 Transactions
1	Fund Total:			286,426.19	GENERAL REVENUE FUND		149 Transactions

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
310	DEPT				HIGHWAY ADMINISTRATION		
2618	CENTURYLINK 03-310-000-0000-6203			30.01	63276699	1365562717	TELEPHONE
2618	CENTURYLINK			30.01	1 Transactions		
4542	FRONTIER PRECISION INC 03-310-000-0000-6620			2,106.00	SOFTWARE & WARRANTY 041916	147330	COMPUTER OR SOFTWARE PURCHASES
4542	FRONTIER PRECISION INC			2,106.00	1 Transactions		
3047	HAUSMANN/CHAD 03-310-000-0000-6245			122.00	REIMB FOR PROF. LICENSE 041916		MEMBERSHIPS, DUES & FEES
	03-310-000-0000-6331			61.00	MILEAGE REIMB 041916		TRAVEL
	03-310-000-0000-6338			357.20	AIRFARE NACE CONF 041916	NACE	CONFERENCES & MEETINGS
3047	HAUSMANN/CHAD			540.20	3 Transactions		
3921	OFFICE DEPOT 03-310-000-0000-6409			106.65	OFFICE SUPPLIES 041916	832347846	OFFICE SUPPLIES
3921	OFFICE DEPOT			106.65	1 Transactions		
6759	RTVISION INC 03-310-000-0000-6385			714.00	ETIME LICENSES 041916	12327	DATA PROCESSING
6759	RTVISION INC			714.00	1 Transactions		
4628	VERIZON WIRELESS 03-310-000-0000-6203			25.02	887189319		TELEPHONE
	03-310-000-0000-6203			580.38	887189319		TELEPHONE
4628	VERIZON WIRELESS			605.40	2 Transactions		
5811	XEROX BUSINESS SERVICES LLC 03-310-000-0000-6260			5,438.75	SOFTWARE 1 YR NEW RDS 041916	1253048	SOFTWARE OR SYSTEMS SUPPORT
5811	XEROX BUSINESS SERVICES LLC			5,438.75	1 Transactions		
310	DEPT Total:			9,541.01	HIGHWAY ADMINISTRATION	7 Vendors	10 Transactions
320	DEPT				HIGHWAY ENGINEERING		
6272	GALE-TEC ENGINEERING INC 03-320-000-0000-6505			570.00	PROF SERV INV # 9 041916	2494	CONSULTANT FEES
6272	GALE-TEC ENGINEERING INC			570.00	1 Transactions		

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
4204	GROSSINGER/RICHARD J 03-320-000-0000-6606		5,200.00	PROJ 1371 PERM ROW 041916		PERMANENT ROW LAND ACQUISITION
4204	GROSSINGER/RICHARD J		5,200.00	1 Transactions		
4202	KRIEDEMAN/JERALD AND DORIS 03-320-000-0000-6606		12,310.00	PROJ 1371 PERM ROW 041916		PERMANENT ROW LAND ACQUISITION
4202	KRIEDEMAN/JERALD AND DORIS		12,310.00	1 Transactions		
4207	LANGAGER/DARRELL M & LINDA K 03-320-000-0000-6606		1,100.00	PROJ 1371 PERM ROW 041916		PERMANENT ROW LAND ACQUISITION
4207	LANGAGER/DARRELL M & LINDA K		1,100.00	1 Transactions		
4203	TRUSTEE/ELEANOR R PARTRIDGE 03-320-000-0000-6606		7,370.00	PROJ 1371 PERM ROW 041916		PERMANENT ROW LAND ACQUISITION
4203	TRUSTEE/ELEANOR R PARTRIDGE		7,370.00	1 Transactions		
320	DEPT Total:		26,550.00	HIGHWAY ENGINEERING	5 Vendors	5 Transactions
325	DEPT			HIGHWAY CONSTRUCTION		
4204	GROSSINGER/RICHARD J 03-325-000-0000-6508		200.00	PROJ 1371 TEMP RENTAL 041916		TEMPORARY ROW EASEMENT/DAMAGES
	03-325-000-0000-6508		4,700.00	PROJ 1371 DAMAGES TREES 041916		TEMPORARY ROW EASEMENT/DAMAGES
4204	GROSSINGER/RICHARD J		4,900.00	2 Transactions		
4202	KRIEDEMAN/JERALD AND DORIS 03-325-000-0000-6508		500.00	PROJ 1371 DAMAGES TREES 041916		TEMPORARY ROW EASEMENT/DAMAGES
	03-325-000-0000-6508		500.00	PROJ 1371 TEMP RENTAL 041916		TEMPORARY ROW EASEMENT/DAMAGES
4202	KRIEDEMAN/JERALD AND DORIS		1,000.00	2 Transactions		
4207	LANGAGER/DARRELL M & LINDA K 03-325-000-0000-6508		1,100.00	PROJ 1371 DAMAGES TREES 041916		TEMPORARY ROW EASEMENT/DAMAGES
4207	LANGAGER/DARRELL M & LINDA K		1,100.00	1 Transactions		
4203	TRUSTEE/ELEANOR R PARTRIDGE 03-325-000-0000-6508		568.00	PROJ 1371 TEMP RENTAL 041916		TEMPORARY ROW EASEMENT/DAMAGES
	03-325-000-0000-6508		500.00	PROJ 1371 DAMAGES 041916		TEMPORARY ROW EASEMENT/DAMAGES
4203	TRUSTEE/ELEANOR R PARTRIDGE		1,068.00	2 Transactions		

*** WRIGHT COUNTY ***



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
325	DEPT Total:		8,068.00	HIGHWAY CONSTRUCTION	4 Vendors	7 Transactions
330	DEPT			HIGHWAY MAINTENANCE		
408	BROCK WHITE CO LLC 03-330-000-0000-6537 03-330-000-0000-6537		1,101.66 689.52	CRAFCO DETACK 041916 CRAFCO DETACK 041916	1264607-1 12646070	RUBBERIZED CRACKFILLER-MAINTENANC RUBBERIZED CRACKFILLER-MAINTENANC
408	BROCK WHITE CO LLC		1,791.18	2 Transactions		
7338	GOPHER STATE ONE CALL 03-330-000-0000-6543		123.25	LOCATES 041916	6031464	TRAFFIC SIGNALS
7338	GOPHER STATE ONE CALL		123.25	1 Transactions		
2001	HILLYARD INC - MINNEAPOLIS 03-330-000-0000-6521		205.00	ADOPT A HWY BAGS 041916	602028242	ADOPT-A-HIGHWAY
2001	HILLYARD INC - MINNEAPOLIS		205.00	1 Transactions		
916	MIDSTATES EQUIP AND SUPPLY 03-330-000-0000-6537		11,817.00	CRACKSEAL 041916	216203	RUBBERIZED CRACKFILLER-MAINTENANC
916	MIDSTATES EQUIP AND SUPPLY		11,817.00	1 Transactions		
3515	RCM SPECIALTIES INC 03-330-000-0000-6535 03-330-000-0000-6536		342.00 638.40	ROCK 041916 CRS2 OIL 041916	5388 5388	ROCK & RIPRAP CUTBACK OILS
3515	RCM SPECIALTIES INC		980.40	2 Transactions		
2259	USA SAFETY SUPPLY CORPORATION 03-330-000-0000-6521		306.07	ADOPT A HWY VESTS 041916	106422	ADOPT-A-HIGHWAY
2259	USA SAFETY SUPPLY CORPORATION		306.07	1 Transactions		
102	WOLFF/J. SHANNON 03-330-000-0000-6539		9.07	REIMB FOR PURCH NEEDED 041916		TRAFFIC CONTROL
102	WOLFF/J. SHANNON		9.07	1 Transactions		
4433	XCEL ENERGY 03-330-000-0000-6543		22.72	LIGHT - 5100101510659 041916	COKATO	TRAFFIC SIGNALS
4433	XCEL ENERGY		22.72	1 Transactions		

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
330	DEPT Total:		15,254.69	HIGHWAY MAINTENANCE	8 Vendors	10 Transactions
340	DEPT			HIGHWAY SHOP MAINTENANCE		
6156	AMERIPRIDE SERVICES					
	03-340-000-0000-6411		47.03	SHOP SUPPLIES APR 5 041916	00767571	OPERATING SUPPLIES
	03-340-000-0000-6599		26.84	RUGS WEEK APR 5 041916	00767571	BUILDING MAINTENANCE-P.W.BLDG.
	03-340-000-0000-6411		47.03	SHOP SUPPLIES WK APR 12 041916	00770104	OPERATING SUPPLIES
	03-340-000-0000-6599		9.59	RUGS WEEK APR 12 041916	00770104	BUILDING MAINTENANCE-P.W.BLDG.
6156	AMERIPRIDE SERVICES		130.49	4 Transactions		
1646	BOYER TRUCK PARTS					
	03-340-000-0000-6574		28.06	REPAIR PARTS 041916	1048299	REPAIR PARTS
	03-340-000-0000-6574		7.24	REPAIR PARTS 041916	1048352	REPAIR PARTS
	03-340-000-0000-6574		414.29	REPAIR PARTS 041916	167156R	REPAIR PARTS
1646	BOYER TRUCK PARTS		449.59	3 Transactions		
7544	CENTRA SOTA COOPERATIVE - BUFFALO					
	03-340-000-0000-6563		748.66	DIESEL FUEL 041916	6112540	DIESEL
	03-340-000-0000-6564		12,282.50	UNLEADED FUEL 041916	9117873	UNLEADED GASOLINE
7544	CENTRA SOTA COOPERATIVE - BUFFALO		13,031.16	2 Transactions		
1655	CENTRAL MCGOWAN INC					
	03-340-000-0000-6411		56.20	WELDING SUPPLIES 041916	00930175	OPERATING SUPPLIES
1655	CENTRAL MCGOWAN INC		56.20	1 Transactions		
1925	CHAMBERLAIN OIL CO					
	03-340-000-0000-6568		110.00	DRUM CREDITS 041916	157780	OIL, LUBES
	03-340-000-0000-6568		1,445.40	MOTOR OIL 041916	157780	OIL, LUBES
1925	CHAMBERLAIN OIL CO		1,335.40	2 Transactions		
924	CROW RIVER TOOLS					
	03-340-000-0000-6698		260.00	4 STEPPER LADDER FR LK 041916	4816	SHOP EQUIPMENT-MINOR
924	CROW RIVER TOOLS		260.00	1 Transactions		
7510	MENARDS - BUFFALO					
	03-340-000-0000-6574		95.35	PAINT-ACCT 32030263 041916	09968	REPAIR PARTS
7510	MENARDS - BUFFALO		95.35	1 Transactions		
3063	MOON MOTORSPORTS					

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3063	MOON MOTORSPORTS 03-340-000-0000-6574			32.26 32.26	REPAIR PARTS 041916 1 Transactions	4737781	REPAIR PARTS
600	MORRIES PARTS & SERVICE GROUP 03-340-000-0000-6574			118.34 118.34	REPAIR PARTS 041916 1 Transactions	500421FOW	REPAIR PARTS
4808	POWERPLAN OIB 03-340-000-0000-6574			481.10 481.10	PARTS-ACCT 8850240407 041916 1 Transactions	PO7978	REPAIR PARTS
3931	R.A.M. TOOLS 03-340-000-0000-6698			112.50 112.50	SMALL TOOLS 041916 1 Transactions	0408167422	SHOP EQUIPMENT-MINOR
926	ROYAL TIRE INC 03-340-000-0000-6570			497.28 497.28	TIRES 041916 1 Transactions	1-606757	TIRES
6140	RUSSELL SECURITY RESOURCE INC 03-340-000-0000-6599 03-340-000-0000-6599			80.00 350.00 430.00	ADJUST CAMERA 041916 REPLACE HALL CAMERA 041916 2 Transactions	A27271 A27282	BUILDING MAINTENANCE-P.W.BLDG. BUILDING MAINTENANCE-P.W.BLDG.
2474	SIGN MAN OF MN INC/THE 03-340-000-0000-6574			20.00 20.00	LETTERING FOR 603 & 594 041916 1 Transactions	7677	REPAIR PARTS
3336	WARNING LITES OF MN INC 03-340-000-0000-6574			917.50 917.50	REPAIR PARTS 041916 1 Transactions	155140	REPAIR PARTS
2991	ZEP SALES & SERVICES 03-340-000-0000-6574			302.90 302.90	REPAIR PARTS 041916 1 Transactions	9002080701	REPAIR PARTS
340	DEPT Total:			18,270.07	HIGHWAY SHOP MAINTENANCE	16 Vendors	24 Transactions

380 DEPT UNALLOCATED NON-HIGHWAY OPERAT

SML7587
 4/14/2016 12:15:45PM
 3 ROAD AND BRIDGE FUND

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1345	MIDDLEVILLE TOWNSHIP 03-380-000-0000-6862		2016 TOWN ROAD DIST. 041916		TOWN ROAD ACCOUNT
1345	MIDDLEVILLE TOWNSHIP		21,468.02	1 Transactions	
3613	MUNSON LAKES NUTRITION 03-380-000-0000-6520		GLOVES - TOM W 041916	0437365C	SAFETY PROGRAM & SUPPLIES
3613	MUNSON LAKES NUTRITION		28.02	1 Transactions	
380	DEPT Total:		21,496.04	UNALLOCATED NON-HIGHWAY OPERAT 2 Vendors	2 Transactions
3	Fund Total:		99,179.81	ROAD AND BRIDGE FUND	58 Transactions

*** WRIGHT COUNTY ***



SML7587
4/14/2016 12:15:45PM
11 HUMAN SERVICES FUND

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
420	DEPT				FINANCIAL SERVICES		
	2618 CENTURYLINK						
	11-420-600-0020-6203			121.18	63276699	1365562717	TELEPHONE
	2618 CENTURYLINK			121.18			
					1 Transactions		
420	DEPT Total:			121.18	FINANCIAL SERVICES	1 Vendors	1 Transactions
430	DEPT				SOCIAL SERVICES		
	2618 CENTURYLINK						
	11-430-700-0020-6203			313.47	63276699	1365562717	TELEPHONE
	2618 CENTURYLINK			313.47			
					1 Transactions		
430	DEPT Total:			313.47	SOCIAL SERVICES	1 Vendors	1 Transactions
450	DEPT				PUBLIC HEALTH SERVICES		
	2618 CENTURYLINK						
	11-450-430-0020-6203			204.50	63276699	1365562717	TELEPHONE
	2618 CENTURYLINK			204.50			
					1 Transactions		
450	DEPT Total:			204.50	PUBLIC HEALTH SERVICES	1 Vendors	1 Transactions
480	DEPT				HUMAN SERVICES UNALLOCATED		
	4628 VERIZON WIRELESS						
	11-480-000-0000-6899			18.74	EQUIP 612 270 2014		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			73.51	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			81.18	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			121.50	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			196.05	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			1,377.19	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			100.76	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			73.02	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			128.76	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			6,050.36	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			60.75	887189319		HUMAN SERVICES EXP. DUMP FUND
	4628 VERIZON WIRELESS			8,281.82			
					11 Transactions		

SML7587
 4/14/2016 12:15:45PM
 11 HUMAN SERVICES FUND

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
480	DEPT Total:		8,281.82 HUMAN SERVICES UNALLOCATED	1 Vendors	11 Transactions
11	Fund Total:		8,920.97 HUMAN SERVICES FUND		14 Transactions

***** WRIGHT COUNTY *****



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
393	DEPT			S.C.O.R.E.		
991	HERC-U-LIFT 20-393-000-0000-6801 20-393-000-0000-6801		147.46 46.00	FORKLIFT MAINT ANNUAL CO TEST	259073 279339	MISCELLANEOUS EXPENSE MISCELLANEOUS EXPENSE
991	HERC-U-LIFT		193.46	2 Transactions		
3141	LAPLANT DEMO INC 20-393-000-0000-6801		332.50	SCRAP METAL TRANSPORT	42608	MISCELLANEOUS EXPENSE
3141	LAPLANT DEMO INC		332.50	1 Transactions		
4092	OLSON & SONS ELECTRIC 20-393-000-0000-6801		1,090.72	REPAIRS INSTALL WIRING	53043	MISCELLANEOUS EXPENSE
4092	OLSON & SONS ELECTRIC		1,090.72	1 Transactions		
2487	WINDSTREAM 20-393-000-0000-6801 20-393-000-0000-6801		116.30 104.84	320 963 3784 320 963 5797	091134395 091135146	MISCELLANEOUS EXPENSE MISCELLANEOUS EXPENSE
2487	WINDSTREAM		221.14	2 Transactions		
393	DEPT Total:		1,837.82	S.C.O.R.E.	4 Vendors	6 Transactions
20	Fund Total:		1,837.82	WASTE MANAGEMENT FUND		6 Transactions

SML7587
 4/14/2016 12:15:45PM
34 CAPITAL IMPROVEMENTS

***** WRIGHT COUNTY *****



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
					<u>On Behalf of Name</u>
165	DEPT		COMPLIANCE FUNDS		
	3417 DATABANK IMX LLC				
	34-165-000-0000-6622		5,908.50	SS REMOTE EDMS MARCH 2016	45002720
	3417 DATABANK IMX LLC		5,908.50	1 Transactions	EQUIPMENT PURCHASED
165	DEPT Total:		5,908.50	COMPLIANCE FUNDS	1 Vendors
					1 Transactions
34	Fund Total:		5,908.50	CAPITAL IMPROVEMENTS FUND	1 Transactions

SML7587
 4/14/2016 12:15:45PM
 71 HISTORIAN

***** WRIGHT COUNTY *****



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
505	DEPT		HISTORIAN		
	2618 CENTURYLINK				
	71-505-000-0000-6203		0.62 63276699	1365562717	TELEPHONE
	2618 CENTURYLINK		0.62	1 Transactions	
505	DEPT Total:		0.62 HISTORIAN	1 Vendors	1 Transactions
71	Fund Total:		0.62 HISTORIAN		1 Transactions
	Final Total:		402,273.91	156 Vendors	229 Transactions

*** WRIGHT COUNTY ***



Recap by Fund

<u>Fund</u>	<u>Amount</u>	<u>Name</u>
1	286,426.19	GENERAL REVENUE FUND
3	99,179.81	ROAD AND BRIDGE FUND
11	8,920.97	HUMAN SERVICES FUND
20	1,837.82	WASTE MANAGEMENT FUND
34	5,908.50	CAPITAL IMPROVEMENTS FUND
71	0.62	HISTORIAN
All Funds	402,273.91	Total

Approved by,
.....
.....