

2016 BOARD REORGANIZATION

Bob Hiivala, County Auditor/Treasurer, called the meeting to order and asked for an election of the Chairperson for the coming year. Borrell moved to elect Commissioner Sawatzke as Chairperson for 2016, as this is Sawatzke’s final year of service on the County Board. The motion was seconded by Daleiden and carried unanimously. Commissioner Sawatzke then presided at the meeting.

On a motion by Daleiden, second by Husom, all voted to elect Commissioner Borrell as Vice Chairperson for 2016.

On a motion by Daleiden, second by Husom, all voted to dispense with the reading of the minutes of 12-29-15 and approve them as written/revise.

On a motion by Daleiden, second by Borrell, all voted to transfer back any unused funds in the County Attorney's Contingency Fund, the Sheriff's Contingency Fund, and the Incidental Fund to the General Revenue Fund.

On a motion by Daleiden, second by Potter, all voted to recall all unused clerk hire and unused budgets for 2015.

On a motion by Husom, second by Daleiden, all voted to set the County Board’s regular sessions for every Tuesday for 2016. The meetings shall be called to order at 9:00 A.M.

COMMITTEE AND ADVISORY BOARD APPOINTMENTS

The Chairperson presented the 2016 list of committee memberships and asked the County Board to convey their preferences and suggestions regarding committee designations for 2016. The “Central MN Emergency Services Board (Regional Radio Board)” was listed in two areas under Advisory Boards. The consensus was to remove the second occurrence and to rotate the Chair of each Committee, as has been done annually.

On a motion by Daleiden, second by Borrell, all voted that the appointments of Committees for 2016 be made by the Chairperson with the approval of the Board and that the first member named act as Chairperson of the Committee and the County Coordinator act as Secretary. Alternates are designated on the Committee by ().

The following is a list of 2015 Committees and the 2016 appointments:

<u>COMMITTEE</u>	<u>2015 APPOINTMENTS</u>	<u>2016 APPOINTMENTS</u>
Budget Committee Of The Whole	All Commissioners, Coordinator, Aud./Treas.	All Commissioners, Coordinator, Aud./Treas.
Building, Furniture & Equipment	Potter, Daleiden, Coordinator (Borrell)	Daleiden, Potter, Coordinator (Borrell)
Capital Improvement/Finance	Sawatzke, Daleiden, Auditor/Treasurer, Attorney, Coordinator (Potter)	Daleiden, Sawatzke, Aud./Treas., Attorney, Coordinator (Potter)
Committee to Inspect Ditches	Two Commissioners as appointed by Board, Auditor/Treasurer	Two Commissioners as appointed by Board, Auditor/Treasurer
Deferred Compensation	Sawatzke, Daleiden, Coordinator, Auditor/Treasurer, Chief Deputy Attorney	Daleiden, Sawatzke, Coordinator, Aud./Treas., Chief Deputy Attorney

COMMITTEE (cont.)

2015 APPOINTMENTS

2016 APPOINTMENTS

Labor/Management Health Insurance	Borrell, Potter, Coordinator, (Husom) (also Human Resources Director, two Human Resources Representatives, one Department Head representing the Leadership Team, and one Representative from each union)	Potter, Borrell, Coordinator, (Husom), (also Human Resources Director, two Human Resources Representatives, one Department Head representing the Leadership Team, and one Representative from each union)
Labor Management/Loss Control	Husom, Borrell, Coordinator, Assistant County Coordinator, Risk Manager, Emergency Management Coordinator, (also one Representative from each unit: Teamsters, WCDA, AFSCME, and 49'ers)	Borrell, Husom, Coordinator, Assistant County Coordinator, Risk Manager, Emergency Management Coordinator, (also one Rep. from each unit: Teamsters, WCDA, AFSCME, & 49'ers)
Noxious Weed Appeal Committee	Borrell, Daleiden	Daleiden, Borrell
Nuclear	Husom, Sawatzke, Coordinator	Sawatzke, Husom, Coordinator
Owners Committee	Potter, Borrell (Sawatzke)	Borrell, Potter (Sawatzke)
Personnel & Employee Relations	Sawatzke, Husom, Coordinator (Potter)	Husom, Sawatzke, Coordinator (Potter)
Security Committee	Husom, Borrell, Coordinator, Two Judges, Risk Manager, Court Administrator, Representatives from: Sheriff, Court Services, County Attorney	Borrell, Husom, Coordinator, Two Judges, Risk Manager, Court Administrator, Representatives from: Sheriff, Court Services, County Attorney
Tax Forfeit Committee	Potter, Borrell, Auditor/Treasurer	Borrell, Potter, Auditor/Treasurer
Technology	Daleiden, Borrell, IT Director, Aud./Treas., Highway Engineer, Human Services Representative, Sheriff Representative, Surveyor, Coordinator (Husom)	Borrell, Daleiden, IT Director, Aud./Treas., Highway Engineer, Human Services Representative, Sheriff Representative, Surveyor, Coordinator (Husom)
Transportation Committee Of The Whole	All Commissioners, Highway Engineer, Coordinator	All Commissioners, Highway Engineer, Coordinator
Union Negotiations	Sawatzke, Husom, Coordinator, Asst. County Coordinator, Human Resources Director (Daleiden)	Husom, Sawatzke, Coordinator, Asst. County Coordinator, Human Resources Director (Daleiden)
Ways & Means	Sawatzke, Husom, Coordinator (Borrell)	Husom, Sawatzke, Coordinator (Borrell)

On a motion by Daleiden, second by Borrell, all voted to accept the Advisory Board appointments are recommended:

ADVISORY BOARD

2015 APPOINTMENTS

2016 APPOINTMENTS

Area Transportation Planning (ATP)

Potter

Potter

ADVISORY BOARD (cont.)

2015 APPOINTMENTS

2016 APPOINTMENTS

Bertram Chain Of Lakes Advisory Board	Daleiden, Sawatzke	Sawatzke, Daleiden
Central MN EMS Region Joint Powers Board	Husom (Borrell)	Husom (Borrell)
Central MN Jobs & Training Joint Powers Board (JTPA) Workforce Center	Husom	Husom
Central MN Emergency Services Board (Regional Radio Board)	Borrell (Husom)	Borrell (Husom)
Clearwater River Watershed District	Husom	Husom
County Extension Service	Potter, Borrell	Borrell, Potter
Crow River Organization Of Water (C.R.O.W.)	Borrell (Potter)	Borrell (Potter)
Delegates to AMC	All Commissioners, Aud./Treas., Coordinator, Highway Engineer	All Commissioners, Aud./Treas., Coordinator, Highway Engineer
East Central Joint Powers Board	Sawatzke, Court Services Director	Sawatzke, Court Services Director
Economic Development Partnership Board	Potter	Potter
Great River Regional Library Board	Potter	Potter
Highway 55 Coalition	Husom, Potter (Highway Engineer)	Potter, Husom (Highway Engineer)
Historical Society	Sawatzke	Sawatzke
I-94 Coalition	Potter	Potter
Law Library Board	Husom	Husom
Legislative Matters	All Commissioners	All Commissioners
Methamphetamine Education And Drug Awareness Coalition of Wright County (M.E.A.D.A.)	Husom	Husom
Monticello Joint Planning Board	Sawatzke	Sawatzke
Parks Advisory Board	Daleiden	Daleiden
Planning Commission	Borrell	Borrell
Public Works Labor/Management	Husom, Coordinator (Sawatzke)	Husom, Coordinator (Sawatzke)

ADVISORY BOARD (cont.)2015 APPOINTMENTS2016 APPOINTMENTS

Region 7W Comprehensive Economic Development Strategy Committee	Potter (Sawatzke)	Potter (Sawatzke)
Region 7W Transportation	Potter	Potter
Regional Crime Lab	Husom	Husom
Safe Communities of Wright County	Husom	Husom
Soil & Water Conservation District	Borrell	Borrell
Twin Cities Urbanized Areas (UZA) Boundaries	Daleiden	Daleiden
Water Management Task Force	Daleiden	Daleiden
Wright County Ag Society	Borrell	Borrell
Wright County Community Action Council	Borrell, Daleiden, City Representative	Daleiden, Borrell, City Rep.
Wright County Multi-Jurisdictional Hazard Mitigation Planning Committee (End of Advisory Board Appointments)	Husom	Husom

AGENDA

Petitions were accepted to the Agenda as follows: Consent Agenda Item C2, “Refer Lakeview Apartment Parking To Building Committee” (Sawatzke). On a motion by Potter, second by Husom, all voted to approve the Agenda as amended.

CONSENT AGENDA

At the request of the Planning & Zoning Administrator, Sawatzke removed Item F, “PLANNING & ZONING, Appoint members to Planning Commission and Board of Adjustment for terms expired December 31st, 2015” for discussion. Potter moved to approve the remainder of the Consent Agenda, seconded by Daleiden, and the motion carried 5-0:

- A. ADMINISTRATION
 - 1. Refer Nursing Mothers Room To January 13, 2016 Building Committee Meeting
 - 2. Refer Items to Personnel Committee On January 13, 2016
 - A. Personnel Policy 506 Business Related Expense Reimbursement
 - B. Motor Pool Vehicle Usage Procedures
- B. ADMINISTRATION
 - 1. Recap of 2015 Auction, Authorize 2016 Auction Services, Schedule Rebid And Set 2016 Auction Date
- C. ADMINISTRATION
 - 1. Refer Annex Custodial Closet to Building Committee
 - 2. Refer Lakeview Apartment Parking To Building Committee
- D. AUDITOR / TREASURER
 - 1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of \$401,805.97 With 130 Vendors And 185 Transactions
- E. AUDITOR / TREASURER
 - 1. Approve Renewal of 2016 Tobacco License for: City of Montrose: DG Retail, LLC DBA Dollar General Store #16105.
- G. SHERIFF
 - 1. Position Replacement:
 - A. Deputy

Approve Temporary Liquor License For Maple Lake – Lake Property Owner’s Association

Daleiden moved to approve the temporary Liquor License for Maple Lake-Lake Property Owner’s Association. The motion was seconded by Husom and carried unanimously.

VIRGIL HAWKINS, HIGHWAY ENGINEERApprove Preparation Of Highway Plat For CSAH 37 And Resolution For Same

The County’s 5-Year Highway Construction Program specifies right-of-way be acquired in 2016 and construction commence in 2017. State funding requirements indicate all right-of-way must be under the control of Wright County before construction bidding is allowed. The Highway plat accurately describes the right-of-way and simplifies the acquisition process. Daleiden moved to adopt Resolution #16-01, seconded by Potter, carried 5-0 on a roll call vote.

TOM KELLY, COUNTY ATTORNEYAdopt Resolution Authorizing Tom Kelly To Execute The Master Subscriber Agreement

The County Attorney’s Office is entering into a new Agreement for remote access to data and documents in the Courts’ database. The Office of State Court Administration requires a County Board resolution authorizing signature on the Agreement. Borrell moved to adopt Resolution #16-02, seconded by Daleiden, carried 5-0 on a roll call vote.

BRIAN ASLESON, CHIEF DEPUTY ATTORNEYRenew Contract With Crossroads Animal Shelter For Dangerous Dog Service

The renewal contract would be for 2016-2017 at the rate of \$3,500/year (same rate as 2015). Daleiden moved to approve the Contract for 2016-2017 at a rate of \$3,500/year, seconded by Potter, carried 5-0.

Approve Of Retaining Kevin Casserly To Perform An Additional Appraisal For Purposes Of Tax Court

The Board previously approved retaining Casserly for appraisals for pending tax court cases. PID #118-162-001010 was overlooked and is a case with a trial ready date in mid-2016. Funding would be from Professional Services. Daleiden moved to approve the hire of Casserly for appraisal purposes for PID #118-162-001010. The motion was seconded by Potter and carried 5-0.

ADVISORY COMMITTEE/ADVISORY BOARD UPDATES

1. Sawatzke said former Wright County Attorney Wyman Nelson passed away recently. He extended condolences to the family and said his personal relationship with Nelson was outstanding. Brian Asleson, Chief Deputy Attorney, said Nelson’s career with Wright County included three separate periods of service. Nelson’s efforts in reorganizing the County Attorney’s Office were recognized.
2. Husom referenced the memory bench placed near the front entrance of the Government Center. The Court Services Office initiated the bench in memory of suicide victims. It was funded entirely by donations.
3. Borrell stated the Albion Township Officers Meeting will be held on 1-07-16 at 7:30 P.M. at the Albion Township Hall.
4. River Rider. Sawatzke said it is unclear whether another meeting will be required. MnDOT is in the process of a final audit of River Rider. A rebate is expected from the Federal government relating to the gas tax. The River Rider Board thought it would be easier to wait for the rebate and then everything will be complete.

LEE KELLY, COUNTY COORDINATORApprove Draft Remodeling Feasibility Study For Wright County Courts, January 2016

Members of the 10th Judicial District were present for discussion including Judge McPherson, Judge Tenney, and Court Administrator Tschumper. Lee Kelly, County Coordinator, said the goal is to release the RFP on the Study as soon as possible, potentially 1-06-16. Responses would be due 2-17-15.

Discussion followed on the RFP and whether to include the option of building a new facility, the order of the options, and inclusion of some of the items that may not be considered a necessity at this time or significant enough to impact Courts remaining at the current location for various timelines. Judge McPherson conveyed the significant and timely requirement for bench reconfiguration and e-court. Judge Tenney explained the Options. Option 1 involves a minimal amount of items. Option 2 includes Option 1 items plus other items. Option 3 includes Options 1 and 2 plus other items. A goal of the RFP will be for the architect to provide input on what items in the RFP are practical and feasible given the space and set timelines for Courts remaining at the Government Center.

After discussion, the following changes will be made to the draft RFP:

- Option 3 will become Option 1.
- Option 1 will become Option 3.
- The new Option 3 should include, “Begin building a new courthouse within the next two years” (versus within one to two years as it is drafted). Add language that reflects that “the County hopes to avoid beginning construction within two years.”
- The RFP should be numbered versus using letters.
- The RFP should indicate the County’s desire for Courts to remain at the current location as long as possible (up to 10 years).
- Add a statement that reflects that Wright County recognizes that some of these options may not be practical and requesting that the architect point out what options are not practical.

Potter made a motion to approve moving forward with the draft Remodeling Feasibility Study as amended. Kelly will revise the draft and present it to Sawatzke for review prior to sending it out. The motion was seconded by Husom and carried 5-0.

The meeting adjourned at 10:15 A.M.