

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

**MINUTES**

Daleiden moved to approve the 4-26-16 County Board Minutes, seconded by Husom. The motion carried 5-0.

**AGENDA**

Petitions were accepted to the Agenda as follows: Consent Item F1, "AUDITOR/TREASURER, Approve Renewal of Seasonal On and Off Sale 3.2 Malt Liquor License, Olson's Campground, 5-01-16 to 10-31-16" (Hiivala); Add 9:07 A.M. AUDITOR/TREASURER TIMED ITEM #1, "Correction to 4-19-16 County Board Minutes RE: Approval of a Plat for Peterson Farm" (Hiivala); Items For Consid. #E, "Update On State Auditor Lawsuit" (Asleson). Potter moved to approve the Agenda as amended, seconded by Borrell, and carried 5-0.

**CONSENT AGENDA**

Daleiden moved to approve the Consent Agenda as amended, seconded by Husom. The motion carried 5-0:

- A. ASSESSOR
  - 1. Refer Hiring Additional Property Appraiser With An 8-01-16 Start Date To The 5-11-16 Personnel Committee Meeting.
- B. ASSESSOR
  - 1. Approve Abatement PID #118-500-262201, D&Y Family LTD Partnership.
- C. AUDITOR/TREASURER
  - 1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$374,157.78 with 108 Vendors and 160 Transactions.
- D. HEALTH & HUMAN SERVICES
  - 1. Position Replacement
    - A. Office Technician II
- E. INFORMATION TECHNOLOGY
  - 1. Position Replacement:
    - A. Technical Support Specialist
- F. AUDITOR/TREASURER
  - 1. Approve Renewal of Seasonal On and Off Sale 3.2 Malt Liquor License, Olson's Campground, 5-01-16 to 10-31-16

**TIMED AGENDA ITEMS**

**TONY RASMUSON, ASSESSOR**

Introduction of Alex Bersie, Property Appraiser in the Assessor's Office

Rasmuson introduced Alex Bersie, who was recently hired in the Assessor's Office as a Property Appraiser. Bersie was welcomed.

Recognize Keith Triplett for Attaining the Senior Accredited Minnesota Assessor (SAMA) Designation with the Minnesota State Board of Assessors

Rasmuson recognized Triplett for attaining the SAMA designation. There are five employees in the Assessor's Office with the SAMA accreditation. Triplett was congratulated on this achievement.

**BOB HIIVALA, AUDITOR/TREASURER**

Approve 3-year ATM Agreement with Edge One (Replaces ATM Placement Agreement with ROI Moving Supply - DBA Big Al's Rental Center, LLC)

ROI Moving Supply DBA Big Al's Rental Center was sold to Edge One. Hiivala recommended approval of a contract with Edge One providing the same terms but with an extension to become a 3-year contract. The contract has been reviewed by the Attorney's Office. Daleiden moved to approve the Contract with Edge One, seconded by Borrell, and carried 5-0.

Approve 3-21-16 Tax Forfeit Committee Minutes

On a motion by Borrell, second by Potter, all voted to approve the 3-21-16 Tax Forfeit Committee Minutes. The Minutes of that Meeting follow:

The purpose of this meeting was to review the tax forfeiture parcels and pricing for the May 25<sup>th</sup> 2016 auction. All of these parcels were on prior sales and they were not sold. The prices were reviewed and lowered by the Auditor/Treasurer.

Potter and Borrell agreed with all of the changes that were made by the Auditor/Treasurer except one parcel 218-000-151401, Borrell would like to see this lowered from \$165,000.00 to \$150,000.00.

Borrell motioned that change and Potter seconded that motion.

(End of 3-21-16 Tax Forfeit Committee Minutes)

Information Only: There will be a Public Sale of Tax Forfeit Properties on 5-25-16 at 1:00 p.m.

Hiiivala announced the sale of tax forfeit properties on 5-25-16 at 1:00 P.M. in the County Board Room. This was provided as an informational item.

Correction to 4-19-16 County Board Minutes RE: Approval of a Plat for Peterson Farm

Hiiivala requested the following change to the 4-19-16 Board Minutes: Page 2, 2<sup>nd</sup> paragraph, change to read, "Approve A Plat Peterson Farm (Rockford Twp.)." The minutes incorrectly reflect the Plat is in Corinna Township. Borrell moved to approve the correction, seconded by Potter, and carried unanimously.

**LT. TIM PIPPO, SHERIFF'S OFFICE/JAIL**Adopt Resolution Proclaiming May 1-7, 2016 as Corrections Officer and Employee Week in Wright County

Daleiden moved to adopt Resolution #16-26, seconded by Potter, and carried 5-0 on a roll call vote.

**SEAN RILEY, PLANNING & ZONING ADMINISTRATOR**

Accept the findings and recommendation of the Planning Commission and adopt the amendments to the Wright County Zoning Ordinance as follows:

-Replace existing (25) Commercial Agricultural Tourism definition with a new one (see language in attachment).

-Add: Section 743 **COMMERCIAL AGRICULTURAL TOURISM**

The purpose of the amendments are to replace the existing Commercial Agricultural Tourism definition (25) and to add Section 743. There is more demand for activities in the agricultural area. Currently, all activities take place outdoors. The changes will allow the Planning Commission flexibility to consider some interior events. A Public Hearing was held at the Planning Commission. Daleiden moved to adopt Ordinance Amendment 16-01, seconded by Husom, and carried 5-0:

**BOARD OF COUNTY COMMISSIONERS  
WRIGHT COUNTY, MINNESOTA  
ORDINANCE AMENDMENT NO. 16-01**

**WRIGHT COUNTY HEREBY ORDAINS:**

**The Wright County Zoning Ordinance is hereby amended as follows:**

603. Agriculture/Residential (A/R)

603.4 Conditional Uses

Add: Commercial Agricultural Tourism

604. General Agriculture (AG)

604.4 Conditional Uses

Add: Commercial Agricultural Tourism

302. Definitions:

Replace With Revised Definition:

(25) Commercial Agricultural Tourism - Commercial Agricultural Tourism is a rural commercial operation that is connected to a primary agricultural use and may include orchards, wineries, the promotion of agriculture or

the natural environment, or the use of the rural outdoor environment for events such as weddings and gatherings. Commercial Agricultural Tourism may allow for the construction of accessory structures to be used for events and special gatherings of people to be held within such structures. Food catering and limited food preparation, along with limited retail that is directly associated with the Commercial Agricultural Tourism use may be allowed.

Add in:

Section 743. COMMERCIAL AGRICULTURAL TOURISM

A. Purpose

- (1) Preserve Wright County's agricultural and rural heritage and landscapes.
- (2) Enhance Wright County's appeal to visitors who are drawn to its rural and agricultural environment.
- (3) Provide opportunities for new economic growth through Commercial Agricultural Tourism.
- (4) Allow for Commercial Agricultural Tourism that does not conflict with permitted agricultural operations and developed residential areas.

B. Standards

- (1) Commercial Agricultural Tourism shall be located on a parcel of at least ten (10) acres in size which has a residence or entitlement.
- (2) Commercial Agricultural Tourism shall be shown to have a unique or demonstrable relationship with Wright County and be correlated to agricultural and rural features in accordance with the above stated purposes.
- (3) Large scale events and gatherings held inside a building must be associated with an outdoor agricultural or rural outdoor activity, be seasonal or part-time in nature. Any associated food must be catered. The Planning Commission may allow for limited food preparation provided it meets the underlying intent of the Commercial Agricultural Tourism Use. Alcohol must be catered.
- (4) Commercial Agricultural Tourism shall require a Conditional use Permit in accord with Section 505 of the Wright County Zoning Ordinance and must comply with the Wright County Land Use Plan.

C. Conditional Use Permits shall refer to land uses which:

- (1) Must not create an excessive demand upon existing services or amenities.
- (2) Must be screened or able to be screened adequately, or are sufficiently separated from adjacent residences to prevent negative impacts to nearby properties.
- (3) Must have an appearance that is consistent and compatible with the surrounding area and land uses.
- (4) Must not cause traffic hazards or undue congestion.
- (5) Must not negatively impact surrounding residences and neighbors by the intrusion

**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 3<sup>rd</sup> day of May, 2016.

(End of Ordinance Amendment 16-01)

**ITEMS FOR CONSIDERATION****4-27-16 BUILDING COMMITTEE MINUTES**

On a motion by Potter, second by Borrell, all voted to approve the 4-27-16 Building Committee Minutes and recommendations. The minutes follow:

**I. Annex Restroom / Custodial Closet**

Wilczek & Hatfield provided an overview of the restroom project along with a schematic design of the layout. The project fits the space and lays out properly with the taking of a small space into the proposed IT expansion area. Items discussed were the longevity and facility uniformity of fixtures including the selection of quality stall partitions, countertops, and counter mount touch-free soap dispensers. The next step in the process from a design standpoint is Kraus Anderson & HCM Architects budget pricing the presented concept. Pricing will be available

5-05-16.

Recommendation:

Daleiden proposed moving forward with installation of the new demising wall in the IT area to keep the IT Expansion project moving forward while progressing with the restroom plans. Wilczek & Hatfield are gathering costs and timing details on wall construction.

**II. IT Expansion**

Tagarro updated the Committee on the IT expansion project. Currently he has numbers for most of the work, including a majority of the costs of the office furnishings. A power adjustable media table was discussed for the collaborative space, but a cost of \$4400 was discussed as high. Tagarro agreed and is seeking alternatives. In all, a furniture cost of \$65,457 was presented to the group by Tagarro. The total project cost estimate is at \$106,623.21.

Hatfield agreed to remove two gray cabinets from the old library location and save them for Tagarro's future use.

Tagarro presented a credit that was offered for the "trade in" of some pieces of old furniture for \$3000+ and Daleiden questioned if the items should instead be stored for future use as there may be potential for needing those items in the future and then would be faced with purchasing new equipment at a higher cost than the credits.

ABF indicated to Tagarro a lead time of 5-6 weeks for furniture pieces to arrive.

Recommendation:

Tagarro will seek alternatives for the collaboration room table to meet the needs of the group at a lesser cost. A NTE project number of \$104,000 was suggested and agreed upon between Daleiden and Potter. Should the cost rise above this number, Tagarro is to come back to the committee for further discussion of items. It was also suggested by Tagarro and recommended by Daleiden to move forward with the removal of a small stub wall adjacent to the restroom expansion in conjunction with installation of the restroom expansion demising wall. Wilczek & Hatfield will pursue the item with Ernst Construction.

(End of 4-27-16 Building Committee Minutes)

**4-27-16 TECHNOLOGY COMMITTEE MINUTES**

Sue Vergin, Assistant County Coordinator, referenced the minutes and discussion on ending the contract with Livestream. The minutes reflect the contract will cease the end of April. Vergin said the contract will actually terminate the end of May because of invoicing. Daleiden moved to accept the minutes and recommendations, seconded by Borrell, and carried 5-0. The Technology Committee Minutes follow:

**I. Server Room Updating**

Sue Vergin received quotes from Liebert and Climate Air for the replacement of the cooling unit in the Server Room. The total cost was originally \$38K, and is now down to \$31K. We will receive \$15K from Minnesota Office of Enterprise Technology (MNOET). These figures put us under budget by \$4,880.

**4-27-16 Technology Committee Minutes (cont.):**

Cheri Nelson researched the cost of new flooring tiles. Tile quote came in at \$3,970, which does not include cutting of tiles or installation. Ernst Construction could cut tiles and Maintenance could install which would save quite a bit of money.

Recommendation: Proceed with flooring

**II. Information Security Assessment Status**

FR Secure has completed all interviews. They are now in the process of evaluating the data that was collected. The total assessment process should take 8 – 10 weeks for completion. The external network was looked at by FR Secure and it appeared to be good. We are waiting for the final report from FR Secure which will recommend new policies and procedures.

Action: Information Only

**III. Boardroom Youtube Testing Update**

Wire Cast software was tested for streaming in the Boardroom. IT purchased a capture card for handling audio/video but that did not work well, so they are doing more testing. Overall the testing of Youtube has gone well. The audio/video equipment in the Boardroom needs to be updated. IT will get price quotes from both EPA and Marco.

Recommendation: Stop using Livestream at end of April 2016

**IV. Wireless Site Survey**

Received a quote from one vendor for the site survey, came in at \$10K. Talked to Marco regarding an Electronic Survey that would give us a plan for where new access point should be placed for optimal coverage. This would be for not cost. There are still certain areas in the Government Center with very little coverage. The cost of new wiring will run between \$200 - \$500. The cost for Access Points (equipment) is \$600 - \$800 depending on quality.

Recommendation: Proceed with Marco's Proposal for Electronic Survey

**V. IT Surveys**

Info Tech has been selected to do IT Surveys. Since IT is a member of Info Tech they will do the surveys at no cost. The survey was done in Benton County and it was a good tool to gauge customer service and the general direction of technology. One survey will be geared towards supervisors, department heads and managers, while the other will be geared towards all users. Info Tech will review collected data and get back to us with results.

Recommendation: Proceed with Surveys

(End of 4-27-16 Technology Committee Minutes)

**4-27-16 WAYS & MEANS COMMITTEE MINUTES**

On a motion by Husom, second by Daleiden, all voted to approve the 4-27-16 Ways & Means Committee Minutes, which follow:

**I. Land Rental Contracts**

Kelly distributed the following (see attachments):

- 1) A document entitled, "2016 – 18 Land Rental Contracts;"
- 2) A Land Rental Contract with Dale and Linda Gapinski for 30.75 acres of tillable land, Parcel ID #211.00006211 (Rassat site);
- 3) A Land Rental Contract with eQuality Pathways to Potential for six acres, Parcel ID #202.000083302 (Stemper site); and
- 4) A document entitled, "Stemper and Rassat Sites – Rental History."

Referring to the first attachment, Sawatzke said the County is paying more taxes than rental income on the Stemper site. He said that should be corrected. Asleson said the parcel should be taxed on the rental income

**4-27-16 Ways & Means Committee Minutes (cont.):**

in this situation. He will contact the Assessor's Department. Kelly said the goal in the past was for the County to break even or earn a small profit. The benefits of the current agreement is that the tenant takes care of the land.

Regarding the Rassat site, Kelly said the three year lease stipulates the same rate as the previous agreement for 30.75 acres. The tenant keeps weed growth and erosion at bay.

Kelly said the land being leased at the Stemper site is smaller now that the new Sheriff's Support Services Building and Impound Lot (SSSIL) has been built. The proposal was to rent it to eQuality Pathways to Potential, a nonprofit organization adjacent to this parcel that grows organic crops.

Recommendation: Approve land rental contracts for Parcel ID #211.00006211 (Rassat site) at \$60 per acre for a total of \$1,845 per year, and Parcel ID #202.000083302 (Stemper site) for \$95 per acre, or \$570 per year.

Staff will contact the Assessor's Department regarding the tax rate on Parcel ID #202.000083302.

(End of 4-27-16 Ways & Means Committee Minutes)

**SALE OF 4030 NABER AVENUE NE, ST. MICHAEL**

Brian Asleson, Chief Deputy Attorney, said two Closed Sessions of the County Board have been held to discuss market value and auctioning of the property. It was the consensus to proceed with auction services through Lampi Auctioneers, Inc. Asleson stated the recommendation of the Assessor is to proceed with market value as a minimum bid. Husom moved to approve Lampi Auctioneers, Inc. for auction services. Lampi will be consulted for an opinion on whether to disclose the minimum bid. The motion was seconded by Potter. Daleiden asked that a link to the Lampi website be included on the County's website. The motion carried 5-0.

**QUAD COUNTY MEETING RE: FEDERAL EDA ON 5-11-16 @ 9:30 A.M., MONTICELLO WORKFORCE CENTER**

The Quad County CEDS Plan will expire at the end of 2016. The 5-11-16 Quad County Meeting will include a Federal EDA speaker to provide information on the benefits of having an updated CEDS Plan. Quad County Commissioners (Benton, Sherburne, Stearns and Wright) and interested city representatives will be invited to discuss cost and budget options. Vergin explained that 5-11-16 is a County Board Committee Meeting day.

Borrell moved to authorize attendance at the 5-11-16 Quad County Meeting, seconded by Husom, and carried 5-0.

Daleiden moved to reschedule Committee Meetings from 5-11-16 to 5-10-16, starting at approximately 12:30 PM. The motion was seconded by Potter and carried unanimously.

**LETTER TO THE PUC RE: AURORA PROJECT IN BUFFALO TOWNSHIP**

At the last Board Meeting, staff was directed to draft a letter relating to the Aurora Solar Project. Today, the draft was reviewed and modified. Potter made a motion to have the revised letter sent to Enel Green Power, North America (following the complaint procedures), seconded by Daleiden, and carried 5-0. The letter will be copied to the MN Public Utilities Commission (PUC), Governor Mark Dayton, Rep. Marion O'Neill, Senator Bruce Anderson, US Congressman Tom Emmer, US Senator Amy Klobuchar, US Senator Al Franken, Scott Johnson-Xcel Energy, and Donald Schmidt-Buffalo Township.

**UPDATE ON STATE AUDITOR LAWSUIT**

Asleson said the Attorney representing Wright and Becker Counties in the State Auditor lawsuit has filed a motion to dismiss because the law is not yet in effect and it is premature for the Court to be ruling on this. Two upcoming court dates in Ramsey County include 5-06-16 at 9:00 AM and 6-23-16 at 1:30 PM. The June date relates to a motion the State Auditor has made for summary judgment, basically saying there is no dispute as to the facts, it is all legal issues for the Court to decide, and the Court should be deciding this based on the pleadings of the parties (i.e., dispose of the matter short of trial). The Court does not have to rule for 90 days after the motion hearing. Asleson said the hope is the Court may rule prior to the 6-23-16 Hearing. Ramsey County did not join Wright and Becker Counties in the motion to dismiss being heard this Friday. This was provided as an informational item.

**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

1. Boy/Girl Day. Husom referenced Boy/Girl Day that was held on 4-26-16. Fewer students attended this year because of a testing conflict at a couple of schools. Husom appreciates the Legion hosting this event.
2. AMC Transportation/Burnsville Chamber of Commerce. Potter attended a meeting on 4-27-16 where transportation funding issues were discussed.
3. Greater MSP Meeting. Potter attended a meeting on 4-29-16 in Golden Valley. The group discussed the growth of the labor force and the economy. The goal is to determine how to attract and retain talent because of the shortage of worker anticipated in the next decade.
4. Meeting with Wold Architects. Daleiden and Potter attended a meeting on 4-26-16. Wold has preliminary ideas relating to the space study for Courts. Cost estimates may be available in the near future.
5. Wright County Fair. Borrell announced the Wright County Fair will be held July 27-31, 2016 in Howard Lake. The Fair Board met on 5-02-16 and will proceed with bleacher repair at an estimated cost of \$20,000. Borrell is bringing the bleacher repair information forward as the Fair Board is to notify the County when they spend over \$10,000 on a project at the Fairgrounds.

The meeting adjourned at 10:27 A.M.