

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 6-28-16 County Board Minutes, seconded by Husom. The motion carried 5-0.

**AGENDA**

Husom moved to approve the Agenda, seconded by Potter. At the request of Barb Clifton and Carla McPherson, the motion was amended to include adding the "Gutknecht Property" to the Agenda at 9:04 A.M. The motion carried 5-0.

**CONSENT AGENDA**

On a motion by Daleiden, second by Borrell, all voted to approve the remainder of the Consent Agenda:

- A. ADMINISTRATION
  - 1. Appoint Tony Rasmuson as County Assessor for a new 4-year term effective 1-01-17
- B. ADMINISTRATION
  - 1. Authorize Personnel Wage Allocations for 2016
- C. RECORDER
  - 1. Position Replacement:
    - A. Office Tech I

**TIMED AGENDA ITEMS**

**GUTKNECHT PROPERTY**

Barb Clifton, Montrose, and Carla McPherson, resident on the Carl Gutknecht property located at 3659 40<sup>th</sup> St. NE, conveyed to the Board concern with the activities to date of junk and refuse removal from the property by Wright County. This property has been discussed at recent Board Meetings with Dan Gutknecht, brother of Clifton and McPherson. LaPlant Demolition is scheduled to be on site on 7-06-16 to commence with cleanup activities.

McPherson stated that some of the items located on the property are hers and she was not approached on removal (totes with personal items and an inoperable vehicle). Clifton said that the property had 60 vehicles on it since 1968, so the vehicles were not recently placed on the property. Dan Gutknecht and McPherson live on the property and have done so to take care of their parents. Since Carl Gutknecht's passing, McPherson said it seems as though things have escalated with the County's efforts to clean up the property. Discussion followed on the status of the estate, licensing of some vehicles on the property, and cleanup efforts.

Board members conveyed that this involves a Court Ordered Abatement. For years prior to that, the Township and County attempted to work with Dan Gutknecht to have him clean up the property. The County Attorney's Office has been involved for 4 years. Most recently, the Commissioners delayed the date LaPlant was to start with cleanup and provided two additional weeks to Dan Gutknecht to clean up specific items on the property. The County Attorney's Office strongly recommended not to take such action. Gutknecht stated at that time he would be able to clean up the specific items. However, less than 10% of the agreed upon actions were completed. The County Board then gave Dan Gutknecht an 8 additional days for removing items prior to having LaPlant Demo in on 7-06-16. No action was taken today by the County Board on this item.

**BOB HIIVALA, AUDITOR/TREASURER**

Adopt Resolution Establishing an Absentee Ballot Board for the Current Election Cycle, ending 12-31-17

Action will amend the resolution language adopted in the past to include mail ballot precincts. Potter moved to adopt Resolution #16-39, seconded by Daleiden, and carried 5-0 on a roll call vote.

Approve 1 Day to 4 Day Temporary On Sale Liquor License for the Clearwater American Legion

Potter moved to approve, seconded by Daleiden, and carried 5-0. The event will be held 7-15-16 and 7-16-16.

Announcement of the Posting of 2015 Financial Statements on Wright County Website

Hiivala stated the audited financial statements have been posted on the County website.

Claims

On a motion by Daleiden, second by Potter, all moved to approve the claims as listed in the abstract, subject to audit, for a total of \$1,379,877.64 with 160 vendors and 210 transactions.

**LEE KELLY, COUNTY COORDINATOR**2017 - 800 MHZ Radio Fee

Kelly stated that an increase in the radio fee was discussed last year. The fee has been \$75/radio since 2009 to internal and external agencies and offsets the cost of operation, but not the costs of systems. Adam Tagarro, IT Director, stated the reason this increase was not referred to Technology Committee was the timeliness in supplying budget figures to departments. He estimates costs have increased 30-35% for maintaining systems since 2011. Sawatzke said when the 800 MHz Radio Fee was initially set, the Board reviewed what other counties were doing. An amount was set per radio with the understanding that the fee could change over time. Tagarro said the total radio maintenance budget was \$167,764 in 2011; it is estimated at \$229,002 in 2017.

Tagarro said this is for the State's Armer System but involves the County's infrastructure. The County is paying for the tower leases, the contracts with Motorola, etc. Those are the costs that have been increasing. There are 429 radios used internally by the County and 546 radios used by external agencies. Sawatzke said the County appears to be subsidizing the other users. This could include ambulance services which are not non-profit organizations. Tagarro said those types of agencies may hold separate contracts with Motorola. He will review the data to determine which agencies are billed. Borrell does not want to vote for an increase without review by the Technology Committee. Potter moved to table the issue for one week to obtain additional data (who is involved, cost, etc.). The motion was seconded by Borrell. Sawatzke said motions to table are non-debatable. The motion carried 5-0.

**TIM DAHL, RISK MANAGER, AND ALAN WILCZEK, FACILITIES SERVICES DIRECTOR**Exterior Lighting Retrofit, Alternate 3

Wilczek said this was item laid over from the last Meeting to determine the necessity for the pole lights and to obtain additional information on light features. The fixtures specified for the poles in the bid from Loberg have the ability for motion sensors and lights with the use of timers. The timers can be reduced to 50% power or shut off. Historical Society staff indicated that the facility is open one night per week until 8:00 P.M. with the exception of December and half of January when the facility is open longer. Staff is requesting pole lights because of winter events and safety reasons. Husom moved to award the bid to Loberg Electric, Inc. for Alternate 3 of the Exterior Lighting Retrofit, Historical Society New Poles, at a cost of \$15,216.00. The motion was seconded by Potter and carried unanimously.

**ITEMS FOR CONSIDERATION****6-22-16 TECHNOLOGY COMMITTEE MINUTES**

At today's Board Meeting, Daleiden moved to approve the 6-22-16 Technology Committee Minutes, seconded by Borrell. With regard to the possible outcome of additional staff identified in the Minutes, Sawatzke said the IT Department should get fully staffed before exploring that option. The motion carried 5-0. The Minutes follow:

**1. AGC Support Contract**

AGC is the phone vendor and Adam presented the new AGC Support Contract. Since the county is moving to RightFax as a fax solution, the support for some digital and analog cards can be removed from the contract giving the county a savings of \$14K. IT will have AGC order some extra replacement cards at a low cost to keep on hand in the event of an issue. This savings will help offset the cost of RightFax. The new contract goes from August 2016 – August 2019.

Recommendation: Approve & Sign AGC Contract

## II. IT Projects

IT Management Staff is taking inventory of all open/outstanding projects. There are 105 with 51 of those added last year. IT is attempting to prioritize each project. Each department will get a list of their open projects to prioritize. Some departments have their listing already.

Questions arose as to whether the ISS Staff in Human Services could take on more duties that are currently being done by IT Staff. As of now, IT is spending ~75% of their time maintaining existing systems and taking care of problems, with 25% of their time on new projects. The prioritizing project should identify the deficiencies.

What is the possible outcome:

1. May consider outsourcing some projects
2. Would the County need to hire more IT personnel
3. Hire temporary personnel until projects are caught up

Recommendation: Proceed with Priority Listings to all Departments and Bring Results to the Technology Committee.

(End of 6-22-16 Technology Committee Minutes)

### **CONSIDERATION OF TEMPORARY FRONT DESK STAFF FOR PUBLIC WORKS BUILDING (POTTER)**

Daleiden moved to refer this item to the Personnel Committee, seconded by Husom, and carried 5-0.

### **ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

1. Minnesota Paint Stewardship Program. Husom was approached by a township supervisor on whether the County receives any of the recycling fee assessed when paint is sold at retailers. Husom contacted Bill Stephens, Wright County Planning & Zoning. The State contracted with Paint Care to coordinate the recycling of architectural paint. A fee is added by retailers to all paint purchases to fund the Program. Retail stores can collect used paint to be recycled. Currently, there are seven locations in the County, with Wright County serving as the main collection site. The change is that the Paint Care Program covers the fee to recycle architectural paint, resulting in a savings of \$10,000-\$12,000/year for Wright County. The County does not receive any of the recycling fees collected at the time of the paint sale.
2. Xcel Energy Substation. Sawatzke was invited by Xcel Energy to a new substation in the City of Monticello that was built due to increased demand. The site includes a pollinator project with 7 acres of wildflowers and milkweed. The site was planted by 30-40 kids. Xcel has completed this type of project in about 6 locations and plans to extend it to other locations as well.
3. Wright County Community Action. Daleiden attended a meeting last week where health insurance was discussed. He will pass the information to the County Coordinator.
4. Fair Board. A meeting was held on 6-27-16. An upgrade is being made to the grand stand sound system. Work is also being completed on building siding and paint. The Fair will be held 7-27-16 to 7-31-16.
5. Extension. A meeting was held on 6-28-16. Work is being completed on the budget.

Don Schmidt, Buffalo Township Supervisor, said there is a weed problem in Section 7 of Buffalo Township (near CSAH 12) at the location of a proposed solar farm. Neighboring land owners have expressed concern with the weeds growing on the property, including thistles and ragweed. Schmidt tried contacting the Ag Inspector but has not heard from him. Husom contacted Eric Heuring, the County's Ag Inspector, and understood he was going to contact Schmidt. Sawatzke understood that Heuring was going to walk the property and find out who owns it. Sawatzke was uncertain as to what point the County would spray and provide the bill. Sawatzke asked Kelly to contact the Ag Inspector and request a report by next Tuesday on who owns the property, are they receptive to doing something, what violations are involved, and what tools are available for compliance. In addition, Sawatzke would like to know if Heuring has been on site and if so, information on what he saw. Borrell said as part of the CUP (Conditional Use Permit) issued, the property owner is to maintain vegetative cover. The CUP could be revoked if this is not taken care of immediately. Sawatzke asked Kelly to contact the Planning & Zoning Administrator about sending a letter to that effect.

The meeting adjourned at 10:05 A.M.