

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

MINUTES

Husom moved to approve the 8-02-16 County Board Minutes, seconded by Potter. The motion carried 5-0.

AGENDA

Petitions were accepted to the Agenda as follows: Add Consent Item C1a, "Approve Additional Claim For Nelson Auto Center, Subject To Audit, For \$27,535.70" (Hiivala); Add 9:05 A.M. Timed Agenda Item #7, "Recount Update" (Hiivala). Potter moved to approve the Agenda as amended, seconded by Daleiden. The motion carried unanimously.

CONSENT AGENDA

Sawatzke requested Consent Item E1E, "Information Technology, IT Staffing Requests For 2017" be pulled for discussion. Daleiden moved to approve the balance of the Consent Agenda as amended, seconded by Borrell, and the motion carried 5-0.

- A. ADMINISTRATION
 - 1. Union employee (AFSCME) request for vacation donation. Request approval to receive donations from non-union and union employees that have completed the required donation forms.
- B. ADMINISTRATION
 - 1. Schedule Owners Committee Meeting For 9-08-16 @ 10:00 A.M.
- C. AUDITOR/TREASURER
 - 1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$1,224,899.32 with 274 Vendors and 466 Transactions.
 - a. Approve Additional Claim For Nelson Auto Center, Subject To Audit, For \$27,535.70
- D. HEALTH & HUMAN SERVICES
 - 1. Position Replacement
 - A. Case Aide
- E. INFORMATION TECHNOLOGY
 - 1. Refer to the Technology Committee:
 - A. Office 365 Update
 - B. CIP Projects/Requests
 - C. LiveWright Website
 - D. Cellular BDA's
- F. SHERIFF'S OFFICE / JAIL
 - 1. Request backfill of vacated Corrections SGT position to be effective on 9/30/16

Sawatzke referenced Consent Item E1E, "Information Technology, IT Staffing Requests For 2017." He reminded Board members that as part of the 2016 Budget Sessions, three staff were approved for the Information Technology Department. It was agreed at that time that the 2017 Budget will not include additional staff requests for Information Technology. Daleiden moved to approve referring Consent Item E1E to the Technology Committee, seconded by Borrell. The motion carried 5-0.

TIMED AGENDA ITEMS

9:05A.M. BOB HIIVALA, AUDITOR/TREASURER

Adopt Resolution For The Repurchase Of Tax-Forfeited Property (PID #202-000-294400)

Brian Asleson, Chief Deputy Attorney, said action will allow the former owner to repurchase the property. The property was forfeited to the State in early June and is a non-homestead property. Per Board action two years ago, a repurchase of tax forfeited land that is non-homestead requires a 5-year repayment plan with a 20%

payment for year 1. Homestead property has different requirements. Potter moved to adopt Resolution #16-43, seconded by Husom. The motion carried 5-0 on a roll call vote.

Approve July Revenue/Expenditure Budget Report

Hiiivala provided an overview of various areas of the report including Revenues, Expenses, Earnings on Investments, and Intergovernmental Revenues. Borrell moved to approve the Budget Report, seconded by Potter, and carried 5-0.

Approve Procurement Card Transactions For The Period Ending July 25, 2016 For A Total Of \$14,865.04

Daleiden moved to approve the Transactions, seconded by Potter, and carried 5-0.

Open Bids County Ditch 10

County Ditch 10 bid specifications require tree removal on the system for approximately 2050 feet, including removal of all brush and trees for 16 feet on each side of the system. Jan Edmonson, Auditor/Treasurer's Office, opened the bids received for Ditch 10. The intent is to lay the bids over for review.

<u>Bidder</u>	<u>Amount</u>
Wuetherich Drainage, Inc.	\$34,125
Van Heuveln General Contracting, LLC	\$21,000
Kivisto West Tree Service	\$22,480
Consolidated Landcare, Inc.	\$15,400
Blackstone Contractors, LLC	\$72,550

Open Bids Joint Ditch 4

Joint Ditch 4 bid specifications require cleanout of approximately 3400 feet of open ditch system. Both sides of the bank to be cut at 2:1 slope and spoil to be spread and smoother. Removal of all brush and trees for 16 feet on each side of the system. This is a Joint Ditch with Carver County. The Drainage Inspector was given approval to obtain bids and hire a contractor. Edmonson opened the bids received for Ditch 10. The intent is to lay the bids over for review.

<u>Bidder</u>	<u>Amount</u>
Wuetherich Drainage	\$15,435
Ed Rettman Jr. Excavating	\$13,750
Consolidated Landcare, Inc.	\$17,900
Kotila Excavating	\$18,379
Van Heuveln General Contracting, LLC	\$17,500
Blackstone Contractors, LLC	\$44,550

Approve New Tobacco License For Kwik Trip, Inc. DBA Kwik Trip #162 In The City Of Otsego

Daleiden moved to approve the Tobacco License, seconded by Husom, and carried 5-0.

Recount Of Votes Cast For Commissioner District 2, 2016 Primary Election

Hiiivala stated that a recount has been scheduled for 8-18-16 at 1:30 PM. Eight precincts are involved. Vote counts are as follows: Tom Perrault (327); Darek Vetsch (251); and Bradley E. Fyle (247). The difference between the 2nd and 3rd candidates is 4 votes. The total of all votes cast for the office is 825 votes, $4/825 = .0048$. The threshold for a publicly funded recount is $\frac{1}{2}$ of 1% (or .005). A discretionary recount (where the candidate incurs all costs) could have been requested. This was provided as an informational item.

9:30A.M. PUBLIC HEARING - AMENDMENTS TO THE SUPPORTIVE CARE ORDINANCE

Proposed Supportive Care Ordinance Amendments, Ordinance Amendment No. 16-4

At 9:34 A.M., Sawatzke opened the Public Hearing to take comment on proposed amendments to the Ordinance. The proposed amendments change the assessment processes and other procedures used by Wright County HHS (Health & Human Services) and Planning & Zoning. Greg Kryzer, Assistant County Attorney, stated one of the township responses included a suggested change from 60 to 90 days for removal of dwellings. As no public comment was received at the Meeting, the Public Hearing closed at 9:37 A.M.

Potter moved to approve Ordinance Amendment No. 16-4, seconded by Husom. The motion carried 5-0.

ORDINANCE AMENDMENT NUMBER 16-4**THE COUNTY BOARD OF WRIGHT COUNTY HEREBY ORDAINS:****AMENDMENTS TO THE WRIGHT COUNTY RESTATED AND REVISED CODE**

Article I – Supportive Care

§ 30.01 FINDINGS.

The County Board of Commissioners finds:

- (A) A crisis for the care of frail, elderly and disabled individuals exists;
- (B) For many individuals, there are no economically reasonable means of addressing their health care problems;
- (C) The temporary placement of mobile homes, as defined by the County Zoning Ordinance, within a reasonable proximity to other family members, will permit some individuals home health care in lieu of institutionalization;
- (D) Without supportive home health care, some individuals are at risk of institutionalization;
- (E) The temporary nature of such auxiliary housing will have minimal impact upon the public health, safety, order, convenience and general welfare of the county as it relates to the arrangement of buildings on lots and density of population; and (F) The County Board of Commissioners, as opposed to the County Health & Human Services Board, is uniquely situated so as to more appropriately deal with this unique aspect of the continuum of health care and support for the elderly in the county.
(Ord. passed 11-10-1998)

§ 30.02 PURPOSES.

The purposes of this chapter are to:

- (A) Provide adequate health care and maintenance to frail, elderly or disabled persons while maintaining the family unit; and
- (B) Provide adequate health care and maintenance to frail, elderly or disabled persons at minimal cost to the individual and society.
(Ord. passed 11-10-1998)

§ 30.03 CONDITIONAL USE.

Notwithstanding the provisions of any other law to the contrary, the County Board of Commissioners may authorize the temporary placement of mobile home, as defined by the County Zoning Ordinance, upon any parcel within the unincorporated areas of the county, except in the R-1 Zone, for the use and habitation of persons found to meet the eligibility factors set forth by this chapter.
(Ord. passed 11-10-1998)

§ 30.04 APPLICATION REQUEST PROCEDURE.

~~(A) Application for a permit shall be made to the County Human Services Agency.~~

~~(B)~~ (A) Initial requests from a community member for placement of a mobile home for supportive care shall be directed to Health & Human Services. The County Health & Human Services Agency shall initiate an

~~assessment of need. the standard home care assessment by the Agency's screening team. Following an assessment indicating a need by Health & Human Services, notice of the need for onsite property inspection shall be made. The application shall also be referred to the County Office of Planning and Zoning for the purpose of an on-site inspection of the property.~~

~~(C) (B) The request may application shall include a release allowing for disclosure of necessary medical information signed by the individual(s) requesting assistance or the responsible party, intending to reside in the temporary structure.~~

~~(D) (C) A fee shall be paid at the time the request is made. The applicant shall pay a fee at the time of application based upon the Health & Human Services Agency's sliding fee scale and the Agency's standard assessment fee for the cost of the assessment. unless a third party payer will be responsible for the costs. The standard assessment fee shall be established by resolution of the County Human Services Board.~~ (E) (D)

The County Office of Planning and Zoning shall cause a notice of the intended placement to be sent by regular mail to all persons residing within 500 feet of the proposed structure and to the affected township.

~~(F) (E) Any persons receiving notice may, within ten days of receiving said notice:~~

(1) Submit written comment to the County Board of Commissioners through County Administration for its consideration; and

(2) Request a public hearing before the County Board of Commissioners.
(Ord. passed 11-10-1998)

§ 30.05 HOME CARE ASSESSMENT PROCESS.

(A) Health & Human Services ~~The Agency's screening team~~ shall initiate the home care assessment process within twenty-one ~~five~~ working days from the time of receipt of the request application.

(B) The individual requesting assistance and affected ~~Affected~~ family members will be expected to be present and participate in the home care assessment.

(C) Public Health will conduct an assessment to determine an individual's need for a supportive care environment based on the individual's needs. ~~The Agency's standard home care assessment process shall be used, following that used for the pre-admission screening program.~~

(D) Following the assessment, the Health & Human Services ~~Agency's screening team~~ shall explain to individual(s) requesting assistance ~~requiring care~~ and to the affected family members all resources available in the community for appropriate supportive care.

(E) Health & Human Services ~~The Agency's screening team~~ shall notify the applicant, County Administration, and the County Office of Planning and Zoning in writing of its recommendation following the assessment.
(Ord. passed 11-10-1998)

§ 30.06 ON-SITE INSPECTION PROCESS.

(A) The County Office of Planning and Zoning shall conduct an on-site inspection and submit its findings to the County Board of Commissioners.

(B) The proposed structure and its placement shall meet the following minimal requirements:

(1) Compliance with the ~~Uniform~~ Building Code or manufactured home construction and safety standards promulgated by the United States Department of Housing and Urban Development;

(2) Approved septic system or holding tank; and

- (3) Compliance with road and property line set backs unless a variance is obtained.
(Ord. passed 11-10-1998)

§ 30.07 CONSIDERATION BY BOARD OF COMMISSIONERS.

- (A) In the event that a public hearing is requested by any of the persons who receive notice pursuant to § 30.04(E) of this chapter, notice of such hearing shall be mailed to said persons requesting a hearing at least five days in advance of the hearing.
- (B) Health & Human Services ~~The Agency's screening team~~ shall submit a summary of the ~~standard home care~~ assessment results and the ~~team's~~ recommendation to the County Board of Commissioners and the County Office of Planning and Zoning.
- (C) The County Office of Planning and Zoning shall submit a report to the County Board of Commissioners regarding compliance with the requirements set out in § 30.06(B) of this chapter.
- (D) The County Board of Commissioners shall grant approval allowing the temporary placement of a structure under this subchapter ~~only~~ if:
- (1) The Board of Commissioners finds that there is a ~~medical~~ need and that placement of a temporary structure is a the only viable alternative to institutionalization of a frail, elderly or disabled person;
 - (2) The Board of Commissioners finds that the proposed structure and its placement meet the requirements set out in § 30.06(B) of this chapter; and
 - (3) The Board of Commissioners finds that the placement of a temporary structure will not be injurious to the use and enjoyment of other property in the immediate vicinity, nor will it substantially diminish and impair property values within the immediate vicinity.
- (E) In issuing a permit under this subchapter, the Board of Commissioners may make the permit subject to such other conditions as the Board of Commissioners may deem appropriate.
(Ord. passed 11-10-1998)

§ 30.08 PERIODIC REVIEW.

- (A) Health & Human Services ~~This Agency's screening team~~ shall conduct an annual reassessment, or conduct an assessment based on a change in the permit holder's circumstance when noticed by the permit holder. ~~a standard home care assessment not less than once every 12 months.~~
- (B) ~~(1)~~ The permit holder shall pay an annual fee for this assessment, based upon Health & Human Services' ~~the Agency's~~ sliding fee scale.
- ~~(2) The annual fee shall be established by resolution of the County Human Services Board.~~
- (C) Health & Human Service ~~The Agency's screening team~~ shall notify the County Board of Commissioners and the County Office of Planning and Zoning upon a finding that the placement of the temporary structure is no longer necessary or appropriate.
(Ord. passed 11-10-1998)

§ 30.09 REMOVAL OF DWELLING.

- (A) Any permit granted pursuant to this subchapter shall become null and void upon a finding by the Board of Commissioners that:
- (1) The need for which the permit was granted no longer exists;

- (2) The need of the individual(s) requiring care is not being adequately met by the placement; or
 - (3) The permit holder has failed to comply with the conditions set forth within the permit.
- (B) The structure shall be removed from the property by the permit holder within 60 days of termination of the permit.
(Ord. passed 11-10-1998)

Enacting Clause

This ordinance shall amend the Code of Ordinance of Wright County, Minnesota. This ordinance shall be in effect upon passage and publication.

(End of Ordinance Amendment 16-4)

Resolution And Ordinance For Opting Out Of Minnesota Statute, Section 394.307, Resolution No. 16-44 And Ordinance Amendment No. 16-5

The resolution and proposed amendment allows Wright County to opt out of provisions under Minnesota Statute §394.307 (2016) which regulates the placement of Temporary Family Health Care Dwellings. Kryzer explained the County will opt out because of the local control allowed through its Ordinance. He stated that State Statute requires a resolution to do so. Staff is recommending the ordinance amendment as well for record purposes.

Daleiden moved to adopt Resolution #16-44, seconded by Borrell. The motion carried 5-0 on a roll call vote.

RESOLUTION OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES, SECTION 394.307

WHEREAS, on May 12, 2016, the Governor of Minnesota signed into law Chapter 111 of the 89th Legislature of the State of Minnesota establishing definitions and requirements for Temporary Family Health Care Dwellings, which was introduced during the 2016 legislature session as Senate File 2555 and House File 2497; and

WHEREAS, Chapter 111 amends Minnesota Statute § 394 which regulates county permitting and zoning processes by establishing new rules for the placement of Temporary Family Health Care Dwellings on residential property; and

WHEREAS, the Minnesota Association of County Planning and Zoning Administrators, the professional association for county planning and zoning staff in Minnesota, supports the concept of Temporary Family Health Care Dwellings; and

WHEREAS, Wright County regulates and permits temporary structures for the support of frail, elderly, and disabled persons under Chapter 30 of the Wright County Code of Ordinances; and

WHEREAS, Chapter 111 erodes local control of the permitting process; limiting a county's ability to foster and guide development, and placing undue burden on county staff to forego standard permitting practices; and

WHEREAS, it is the intent of the Wright County Board of Commissioners to protect the public health, safety, and general welfare of County residents and the environment of the County; and

WHEREAS, subdivision 9 of Minnesota Statute § 394.307 allows a county to "opt-out" of the regulations through the passage of a county board resolution; now therefore,

BE IT RESOLVED, Wright County elects to regulate Temporary Family Health Care Dwellings through already existing permitting standards of the Wright County Code of Ordinances; and

BE IT RESOLVED, pursuant to authority granted by Minnesota Statutes, Section 394.307, Subdivision 9, the County of Wright opts-out of the requirements of Minnesota Statute 394.307, which defines and regulates Temporary Family Health Care Dwellings.

(End of Resolution 16-44)

Daleiden moved to approve Ordinance Amendment 16-5, seconded by Husom. Kryzer suggested opening the Public Hearing for public comment on this Ordinance Amendment. The Public Hearing was opened at 9:40 A.M. with no public comment received. The Public Hearing closed at 9:41 A.M. The motion carried 5-0 to adopt Ordinance Amendment 16-5.

**ORDINANCE NO. 16-5
COUNTY OF WRIGHT**

**AN ORDINANCE OPTING-OUT OF
THE REQUIREMENTS OF
MINNESOTA STATUTES, SECTION 394.307**

WHEREAS, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 394.307, which permit and regulate temporary family health care dwellings;

WHEREAS, subdivision 9 of Minn. Stat. §394.307 allows Counties to “opt out” of those regulations;
The County Board of Wright County Hereby Ordains:
Article 1, Sec. 1.

The Wright County Code of Ordinances is amended as follows:

Insert: § 30.10 OPT-OUT OF MINNESOTA STATUTES, SECTION 394.307:

Pursuant to authority granted by Minnesota Statutes, Section 394.307, subdivision 9, the County of Wright opts-out of the requirements of Minn. Stat. § 394.307, which defines and regulates Temporary Family Health Care Dwellings.

This Ordinance shall be effective immediately upon its passage and publication.

(End of Ordinance Amendment 16-5)

VIRGIL HAWKINS, HIGHWAY ENGINEER

Approve Agreement 16-55 for Bridge Funding - Woodland Township

This relates to the replacement of the Woodland Township Bridge No. L8124 (60th St. SW) using Township Bridge Program Funding. The Agreement outlines the funding participation, construction, and maintenance responsibilities between Woodland Township and the County. The project meets the eligibility requirements of the Township Bridge Program. Daleiden moved to approve the Agreement, seconded by Potter. The motion carried 5-0.

Approve Agreement No. 1026228 with MnDOT for Safety Funds, Resolution

The Agreement allows MnDOT to act as principal coordinator for the County Road Safety Plan update. The update is estimated at \$100,000 paid with 80% federal funds and \$20,000 County funds. Hawkins stated the funding will be included in next year’s budget. The Safety Plan was completed 7 years ago and safety projects system wide have been done. The study will identify projects that are not included in the Plan. Once identified, safety funding can be applied for. Daleiden moved to adopt Resolution #16-45, seconded by Potter. The motion carried 5-0 on a roll call vote.

Revoke Designation CSAH 37 and redesignate as CR 137, Resolution

This is in accordance with the agreement between Wright County and the Cities of Albertville, Otsego, and St. Michael and subject to completion of 70th Street. Husom moved to adopt Resolution #16-46, seconded by Potter, and carried 5-0 on a roll call vote.

Redesignate CSAH 37 and 70th Street at CSAH 38, Resolution

This is per the agreement with the Cities of Albertville, Otsego and St. Michael. Potter moved to adopt Resolution #16-47, seconded by Husom. The motion carried 5-0 on a roll call vote.

MARC MATTICE, PARKS & RECREATIONReview & Take Appropriate Action On Park Commission Recommendations From 7-18-16 Wright County Parks Commission MeetingA) Approve recommendation to host the Annual Waterfowl Hunt for Disabled Veterans at Robert Ney Regional Park on Saturday, 10-08-16

Daleiden moved to approve, seconded by Potter, and carried 5-0.

Authorize Signatures On Joint Powers Agreement Between Wright County & Stearns County Related To A Cooperative Outdoor Recreation/Environmental Education Program As Funded Through The Greater Minnesota Regional Parks & Trails Commission Park Legacy Grant Program

Mattice provided a copy of a draft resolution that Stearns County would like passed with approval of the Joint Powers Agreement (JPA). This is a pilot project and grant funding is for two years. There is no County match. Daleiden moved to approve the JPA with Stearns County, seconded by Potter. The motion carried 5-0. Daleiden moved to adopt Resolution 16-48 approving the JPA with Stearns County, seconded by Potter. The motion carried 5-0 on a roll call vote.

GREG KRYZER, ASSISTANT COUNTY ATTORNEYAuthorize funding to remove brush/trees from Mississippi River Levee in Otsego, MN

Kryzer requested approval of quote received from Tri-County Tree Service at a cost of \$7,500. This involves 26 parcels with an extensive amount of brush on the dike. The County owns a parcel to the north of the levee and the quote would not include that area. Daleiden stated the quote relates to work on the dike itself. Sawatzke inquired as to why the dike has not been sprayed by the Highway Department as has been done in the past. Kryzer responded that spraying was not completed for a period of time due to the lack easements to all of the parcels. The Corp of Engineers indicated if the County did not have all of the easements, they would decommission the levy and it would be off the federal roles. Kryzer said that was subsequently done but it takes an act of Congress to decommission the levee. Sawatzke thought the County would have a prescriptive easement because it has always been sprayed. Kryzer said that does not apply as this is Torrens property. He said the property will be sprayed next year. Daleiden moved to approve the quote from Tri-County Tree Service for \$7,500 with funding from Budget 100, Site Improvements. The motion was seconded by Potter and carried 5-0.

ITEMS FOR CONSIDERATION**8-10-16 BUILDING COMMITTEE MINUTES**

At today's County Board Meeting, Potter moved to approve the Building Committee Minutes and recommendations, seconded by Daleiden, and carried 5-0. Four dates of other court facilities are being planned. The Building Committee Minutes follow:

I. Courtroom Bench Remodel Designs

An August 5th, 2016 letter from Judge McPherson about the bench remodel designs in courtrooms 1, 2, and 5 was discussed amongst Potter, Daleiden, Kelly, and Wilczek. In the letter, it is stated that "...the proposed changes to courtroom 1 have significant problems associated with them." And "The proposed courtroom 1 design is not suitable." But, because of the high potential cost of alternative solutions which better resolve security, ergonomic, and site line issues, the letter indicated an intention to put the courtroom 1 modifications on hold. It was stated by Wilczek that staff at Wold Architects were researching the availability of both the furniture & millwork options but hadn't communicated back as of yet with what they found. Wilczek indicated he will follow up with them.

Recommendation:

Daleiden and Potter recommended continuing to move forward with the project and completing the work to courtrooms 2 & 5. With the reduction in scope, the cost likely will be significantly less than the previously approved not to exceed amount of \$60,000.

8-10-16 Building Committee Minutes (cont.):**II. Modification To The Human Services Center Room 127**

Wilczek provided an update on the status of the room 127's north emergency exit door and moveable partition. The partition project is awaiting delivery of materials and the door will be completed at the same time as the wall. Delivery is expected in roughly 4 or 5 weeks.

III. Modification To The Human Services Center Room 127 (cont.)

Recommendation:

Update only, no recommendation.

IV. Annex Restroom

Wilczek provided an update on the project and the status of the architect's work. Sample color schemes, tile, countertop, and partition ideas/options were presented. Option A was selected as the most preferred color & material arrangement (with tile RBC BBDR83).

Recommendation:

Daleiden recommended to keep moving forward and present completed drawings & finishes when ready.

V. Public Works Deferred Maintenance & Remodel

Wilczek provided updates on the status of the architect work, the consultant work, and the shop area modifications. The consultant has completed their intrusive material investigation and found the windows to be not thermally broken, the flat roof to generally be in ok condition, and the sloped roof system (with the exception of the heaving areas) mostly functional but of minimal design requirements (low R value, minimal ventilation, etc). There will be a full report of the findings and recommendations delivered in a report, however there is one more level of analysis the consultant recommended that will drive the forthcoming design. Wilczek stated that he was informed by Inspec that it would potentially be an option to leave a majority of the existing sloped roof in place and overlay another system, however the structural strength of the building needs to be analyzed by an engineer to determine if it is an option. If it is not, the current system would need to be removed and a redesign process would begin. A proposal from LSEngineers, Inc for a lump sum fee of \$2,000 to complete the engineering scope was presented by Wilczek. Potter & Daleiden discussed the proposal and the options to complete or not. Ultimately, it was determined that it is important to complete the work in understanding what our next step options are. One option would be to skip the engineer work and move forward with design of a new system, but Wilczek said the consultant informed him there would potentially be a 40-50% savings on the project if the existing remained in place.

The latest architectural design from Nelson for the remodel of the Public Works interior was presented by Wilczek and discussed by Daleiden, Potter, and Kelly. The new exterior door on the south side of the building was pointed out by Wilczek and the option of putting an emergency exit door in the backside of the new conference room (into the surveyor office area) was presented as an alternative. One of the two doors will be needed for code compliance. It was questioned by Daleiden why another sink had to be added in the restroom, and it is a result of occupancy code compliance. By adding a relatively large conference room, the potential occupancy goes up and requires the additional work. Other design elements were agreed to be reasonable.

Wilczek noted that Marc Mattice submitted for a permit and is moving forward with the installation of two previously approved overhead doors. One of them is in the west wall of the vehicle service area and the other will connect the wood and metal shops.

Recommendation:

It was recommended by Potter and Daleiden to move forward with the engineering analysis of the structural support and continue with the architectural work in creating construction bid documents for the building.

VI. Compost Facility Storm Damage Repair

Wilczek provided an update on the site and the engineering review. The review was completed by TKDA (the original firm who worked on the site design) on Tuesday, July 26 and has delivered their written report. It was

8-10-16 Building Committee Minutes (cont.):

noted that there is significant corrosion to all wall panels and girts, limited corrosion to the trusses, significant corrosion to the roof purlins, evidence of the roof system leaking, and generally mild or no corrosion to the vertical wall columns. Wilczek stated the report has been submitted to MCIT by Tim Dahl and they are reviewing. When they respond with their assessment of the damage and value for repair, more discussion will be needed by Wright County to develop a plan for the site. TKDA notes the estimate to replace the wall system & overhead doors at \$109,000 and the roof at \$140,000. Stephens commented that it would be good to keep the structure functional but there would potentially be ways to operate without it. Potter raised the question to Stephens about potential use of the Fine Treatments Building, and it was pointed out there is equipment still in place that would have to be removed. Hoffman noted that the site also is used by Law Enforcement Officers for vehicle training and the asphalt is in need of repair. Potter and Hoffman recalled it was in the range of \$80,000 when last priced/estimated.

Recommendation:

It was recommended by Potter and Daleiden to wait for the MCIT response and have discussions about the plans for the site when there is a full understanding of the financial impact.

(End of 8-10-16 Building Committee Minutes)

8-02-16 COMMITTEE OF THE WHOLE MINUTES

At today's County Board Meeting, Daleiden moved to approve the Minutes. The motion was seconded by Borrell and carried unanimously. The COTW Minutes follow:

I. Strategic Planning

Kelly provided a draft letter to the Board members for their review, per their recommendation from the previous meeting of July 12, 2016. The letter identifies the Board's expectations for Department Heads to attend Leadership Team meetings and requires that technology projects be vetted through the Technology Committee. Some revisions were suggested to Kelly; he will revise the letter and forward it onto the Department Heads.

The current Mission Statement and the three proposed options from the Leadership Retreat were reviewed. The Board members came to a consensus that they preferred option 3 *"Wright County will provide its Citizens with responsive government and quality services in a fiscally responsible manner through innovation, leadership, and dedication."* This will be presented at a County Board meeting for formal adoption.

Kelly brought forward the five strategic goals that from the Leadership Retreat, and suggested that they focus on only one goal per meeting.

Goals #1 "To continue to provide quality public services with limited resources"

Kelly identified an implementation plan, which identifies strategies, tasks, responsible group or department, and the timeframe for implementation. The following were reviewed and discussed.

- Support continuous improvement and streamlining of operations, by assessing the effectiveness of the current County structures and processes, and pursue standardization and coordination where appropriate, both roles of both the County Board and Administration.
- Department heads and Administration shall continually seek best practices and partnerships opportunities through both County and professional organizations, as well as expand the use of Lean methodologies.
- Investigate and leverage new technologies to improve efficiencies and reduce costs.
- Promote customer service initiatives by means of providing customers service training for our employees; improve our online access and services to the public, and improve our building signage for customers to be able to find the service(s) they are seeking.

The next meeting was proposed for August 22, 2016. Kelly stated that he will need to coordinate it with the budget meeting schedule.

Recommendation: To adopt new mission statement.

(End of 8-02-16 COTW Minutes)

8-10-16 WAYS & MEANS COMMITTEE MINUTES

At today's County Board Meeting, Husom moved to approve the Minutes and recommendations, seconded by Daleiden, and carried 5-0. The Minutes follow:

I. Conveyance of Parcel in Franklin Township

Kelly stated the County received a 1/6th interest in a parcel of land in Franklin Township through the settlement of a will. He was contacted by Dick Grinley, an attorney from Delano, who is representing the other owners with a shared interest in the parcel. Grinley inquired as to the County's plans for this parcel and asked if the County would be willing to convey or sell their partial interest in the property. Sawatzke asked if the will specified the reason the interest in the parcel was conveyed to the County. Asleson did not know, but will inquire with Grinley.

Asleson stated that there are a few ways that the County's interest in the parcel could be handled. Sawatzke felt that the County would need to sell their interest in the property. Asleson had not spoken to the Assessors office as to the value of the property. He will gather this information before responding to Grinley.

Recommendation: Asleson will contact Mr. Grinley for additional information and to discuss the sale of the County's interest in the property.

(End of 8-10-16 Ways & Means Committee Minutes)

SCHEDULE BUDGET COMMITTEE OF THE WHOLE SESSIONS

On a motion by Daleiden, second by Potter, all voted to approve the Budget Committee Of The Whole schedule as presented.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Solar Group. Sawatzke and Borrell attended a meeting on 8-12-16. Borrell stated the County will have a solar ordinance but individual townships can have a more restrictive ordinance. He viewed this as a breakthrough, as some townships have embraced solar and others are not as supportive. Potter stated that Xcel Energy has taken down the second set of utility poles at the solar farm on Eaken Avenue. The new poles have been moved as well.
2. Regional Active Living Group. Potter said the group includes Wright, Benton, Sherburne and Stearns Counties and focuses on healthy activities including walking, biking and health living. Quarterly meetings are held in Becker. The TAP Program was discussed. Applications for funding are being taken in September. He said Hawkins and Mattice are aware of the Program.
3. I-94 Corridor Coalition. Potter attended an I-94 meeting on 8-11-15 where a session update was given. The County Transportation Investment Board includes five metro counties. Anoka and Dakota may opt out because of the lack of benefits to them. An update from the Secretary of Transportation was part of an I-94 meeting in Duluth. Discussed was the Fast Lane of the Fast Act and Rebranding.
4. Pelican Lake Tour. Sawatzke attended the Tour on 8-03-16. The pump is operational. The Tour included information from the DNR and federal government are trying to accomplish with their project and a tour of properties.
5. Owners Committee. Sawatzke said there are a few large outstanding issues. There are problems with the overhead doors being installed incorrectly and water is entering the building. Aluminum thresholds are being considered below the doors and this could be a maintenance problem in the future. This is being considered as the elevation was not correctly done. Other issues include the roof and troughs. Potter said it will be important for options to be presented at the next Owners Committee Meeting by Ken Francois.
6. Wright Hennepin Solar Field. Sawatzke said Wright Hennepin has completed the first large-scale solar field in Rockford Township. Borrell said another is going up near Atwater.

The meeting adjourned at 10:48 A.M.