

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 10-04-16 County Board Minutes, seconded by Potter. The motion carried 5-0.

AGENDA

Borrell moved to approve the Agenda, seconded by Daleiden. The motion carried 5-0.

CONSENT AGENDA

Daleiden moved to approve the Consent Agenda, seconded by Potter. The motion carried 5-0.

- A. ADMINISTRATION
 - 1. Refer to 10-26-16 Personnel Committee - Proposed PTO Policy For Non-Union Employees
- B. ADMINISTRATION
 - 1. Approve Charitable Gambling Application Form LG240B, Dassel-Cokato Wrestling Boosters, DC High School Commons, 4852 Reardon Ave SW, Cokato MN (Cokato Twp.), Event Date 11-17-16
- C. ASSESSOR
 - 1. Position Replacement:
 - A. Property Appraiser
- D. AUDITOR/TREASURER
 - 1. Acknowledge Rinke Noonan Letter To DNR Regarding CD 31 - Informational Only
- E. AUDITOR/TREASURER
 - 1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of \$538,972.57 With 165 Vendors And 263 Transactions
- F. HIGHWAY
 - 1. Approve Memo of Understanding with Cities of Cokato, Albertville, Waverly and Cokato Township for Storage and/or Purchase of Salt for 2016/2017 Season
- G. INFORMATION TECHNOLOGY
 - 1. Position Replacement:
 - A. IT Programmer
- H. PLANNING & ZONING
 - 1. Accept The Findings & Recommendations Of The Planning Commission For Rezoning Of The Spoden Property In Clearwater Township From AG General Agricultural To A/R Agricultural-Residential
- I. SHERIFF'S OFFICE
 - 1. Position Replacement:
 - A. Communications Officer

ITEMS FOR CONSIDERATION

9-28-16 BUILDING COMMITTEE MINUTES

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

I. Courtroom Bench Remodel Designs

Wilczek presented information that Wold Architects has released the RFP with drawings for the courtroom modifications. Pricing deadline is 9/30/16.

Recommendation:

Daleiden and Potter recommended Wilczek review the pricing and move forward if within the initially estimated \$40,000.

9-28-16 Building Committee Minutes (cont.):**II. Modification to the Human Services Center Room 127**

Wilczek provided an update that the east door of the Human Services Center has been replaced and the north door into conference room 127 has been installed. Shingobee Builders is working to finalize the project and is anticipated to be complete by end of day 9/29/16. The Hufcor Unispan product is scheduled to be delivered for the operable partition the week of 10/3/16. When the products arrive, a schedule will be coordinated with the appropriate parties for the installation time. The wall panels will be delivered and hung at a date to be determined later in October.

Recommendation:

No recommendation, updates only.

III. Public Works Deferred Maintenance & Remodel

Wilczek provided updates on the status of the architect work, the consultant work, and the shop area modifications. The architect's construction drawings are anticipated for delivery 9/30/16 and the window and roof replacement design is underway. The projects will be bid when specs are completed.

Per the previous meeting recommendation, the mezzanine beam and assorted hardware has been ordered. Wilczek stated the overhead doors are in the process of being installed. The opening has been made into the wood shop from the welding shop, with the opening in the west wall of the service bay to be made later in the week. Wilczek stated the pricing for the East and West wall spray foam installation was received in the amount of \$5,615.00 per the Inspec specifications. There will also need to be a bit of ceiling removal and patch at the vestibule to allow for access to the west wall for the insulation work.

A proposal for installation of receptacles, LED lighting changes, exit light replacements, light switching modifications, and garage door opener wiring in the mezzanine room was discussed. The total cost of the work was quoted at \$8,544.00.

Recommendation:

It was recommended by Potter and Daleiden to continue to move forward with the windows and roof. Also, to complete the spray foam insulation at the previously stated cost. It was recommended to move forward with the electrical work to the mezzanine room with the exception of the overhead door wiring and light fixture changes.

IV. Compost Facility Storm Damage Repair

Wilczek provided a copy of the proposal from Marcus Construction for removal of the damaged structure at the compost facility and option to rebuild.

Recommendation:

No recommendation as there will be a committee of the whole to discuss the site on October 4, 2016.
(End of 9-28-16 Building Committee Minutes)

TIMED ITEMS**ADAM TAGARRO, INFORMATION TECHNOLOGY DIRECTOR****Introduction of Charles DeLong, Technical Support Specialist**

Tagarro introduced DeLong who was recently hired as a Technical Support Specialist.

BOB HIIVALA, AUDITOR/TREASURER**Approve City Of Monticello Tax Forfeit Land Resolution**

Daleiden moved to adopt Resolution #16-58 conveying to the City of Monticello by State Deed the following tax forfeit properties. The motion was seconded by Potter and carried 5-0 on a roll call vote:

- 155-195-000010 stormwater and maintenance purposes
- 155-159-000020 stormwater and maintenance purposes
- 155-159-000040 stormwater and maintenance purposes

ITEMS FOR CONSIDERATION**10-04-16 COMMITTEE OF THE WHOLE MINUTES**

At today's Board Meeting, Potter moved to approve the Minutes and recommendations, seconded by Husom. Lee Kelly, County Coordinator, asked for Board direction on the necessity of sealed bids for dismantling of the building at the Compost Facility. The projected cost is under \$100,000. Board consensus was that sealed bids are not required but that Alan Wilczek, Facilities Director, will open the bids at a Building Committee meeting. Wilczek will put together general specifications for bidding and estimated the walk through next week, with bids due about 10 days after. The steel beams, sheet metal, and overhead doors will be the responsibility and ownership of the demo company. The motion carried 5-0 to approve the COTW Minutes, which follow:

I. Compost Facility

Sawatzke said the purpose of this meeting is to discuss plans for the Compost Facility in light of recent storm damage. Lee Kelly distributed a project proposal from Marcus Construction to demolish the existing building and to reconstruct the building on the existing concrete.

Facilities Services Director Alan Wilczek said the east end of the building was damaged. A TKDA engineering representative came through and assessed the damage. They found that wall panels, girts, and purlins around the tipping floor are corroded. Wilczek said there are no safe recommendations regarding repairing the building. The roof and wall panels around the tipping floor are not safe. The northeast corner column has completely buckled. Something must be done soon as a heavy snow load will likely collapse the roof.

Wilczek said the County's insurance provider, Minnesota Counties Intergovernmental Trust (MCIT), investigated the site and came back with \$57,300 for storm damage to panels that blew in. That amount will increase to \$117,800 if the repair is done. Part of the facility was destroyed due to a storm. The rest needs to be repaired or demolished to be safe.

Discussion ensued regarding the cause of the corrosion that occurred prior to the recent storm damage, and possible ways to repair the building. Wilczek stressed that the tipping floor is not safe due to the rotted walls and instability of the roof.

Environmental Health Supervisor Bill Stephens said curbside recycling is most affected by the unavailability of the tipping floor. A small heated area is currently being used for the recycling drop off. It is not as convenient for residents, as there is no drive-through. The tipping floor had also been utilized for staging shipments, which was more efficient, as it allowed them to get full loads out at a time. Stephens said the Compost Facility receives about five percent of the total tonnage of recycling in the County. The majority of recycling is done through the cities and townships. Not all have curbside pickup, but at least offer a drop off site. Stephens said the Compost Facility provides a service, but they try to recoup their costs when possible.

Discussion moved toward the Marcus Construction proposal. Sawatzke agreed that the Compost Facility provides a valuable service, but said it is not worth the reconstruction cost to keep it up. Wilczek said the engineering report from TKDA indicated that some components could be saved, but Marcus said it would not be economically feasible to do so.

Sawatzke asked whether there were less expensive options, such as removing the damaged part and constructing a smaller building to serve as a recycling drop off area.

Discussion continued regarding the type of materials to use for reconstruction, the size of the building, accommodating the conveyor, and getting additional bids for demolition and reconstruction options. Wilczek recommended that no one use the building while it is left standing in its current state, as it is unsafe.

Dave Bryant said it would be cheaper to demolish the building this fall before a heavy snow load causes the roof to collapse into a twisted pile of debris.

Recommendations

At the 10-11-16 County Board meeting:

- 1) Authorize advertisement of bids to dismantle the Compost Facility; and

10-04-16 Committee Of The Whole Minutes (cont.):

2) Contact several firms regarding proposals for reconstruction options.

(End of 10-04-16 Committee Of The Whole Minutes)

9-28-16 TECHNOLOGY COMMITTEE MINUTES

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

I. OpenGov

On Tuesday 9/27/2016 Hiivala approved the OpenGov Contract which is the cloud based financial reporting system to be used in the Auditor/Treasurer Department. It was discussed to possibly have training held in the Government Center Training Room so new users would have hands on training. The project is being funded from the Website Development CIP dollars for 2016 with possible funding coming from Recorders Technology Fund. The Auditor/Treasurer Department might budget \$5K starting in 2018.

Action: Information Only

II. RightFax

Presented by ConnieMae Cooper, IT

The rollout of RightFax is 99% complete. DMV is pending installation due to their requirement to "batch" send items to the state. They will need an add-on module so RightFax can handle the volume. The Administration Department was the last department to cut over since they have a POTS line which was never integrated into the county phone system. Cooper will reach out to individual departments and discuss the need for additional training.

Action: Information only.

III. IT SAN Purchase

Presented by Brian Malinski, IT

IT evaluated the existing Storage Area Network (SAN). This device stores data from other devices. IT will be switching to a new vendor that is more current with technology. Malinski presented the process of the SAN Selection/Replacement. Currently there are 5 Datacenters in 5 buildings; GC, LEC, HWY, PW and HSC that are only accessible to the local servers. In the future Wright County will have 2 Datacenters to provide some disaster recovery with a Datacenter SAN accessible by all locations.

Phase 1 – The Network. The network infrastructure will need to be able to handle added traffic. IT recently upgraded the network to handle the added traffic.

Phase 2 – A more Flexible and Robust Storage Structure. The process for selecting the SAN was to; create a list of features, research, create vendor list, and receive quotes from each vendor. After these steps were completed the vendor that would best meet our needs was selected. That vendor is Netapp. Future phases will be Server Standardization and Software Defined Network.

Additional information was presented by Cheri Nelson, IT

The total cost of the project will be \$92,376.34, currently there is \$72K in CIP Network Storage Funds for 2016.

There is \$8,156.34 remaining from 2015-2016 CIP Wireless Project and approximately \$12K to be taken from the 2017 IT Budget. The total cost includes 5 years (60 months) of vendor support. It is unknown what the support cost will be after 5 years.

A Purchase Requisition should be created by 9/30/2016, with a project completion date by January 2017.

Recommendation: Move Forward

IV. CIP Projects/Request

The item was laid over to the next Technology Committee Meeting.

V. Project Prioritization

The item was laid over to the next Technology Committee Meeting.

(End of 9-28-16 Technology Committee Minutes)

DISCUSS 10-26-16 COMMITTEE MEETING SCHEDULE

Kelly stated Negotiation Meetings have been scheduled for the morning of 10-26-16, which is the same time Committee Meetings are scheduled. After discussion, Husom moved to change the 10-26-16 Committee Meeting date to 10-25-16, starting at 10:30 A.M. The motion was seconded by Daleiden and carried 5-0.

SCHEDULE PERSONNEL COMMITTEE OF THE WHOLE MEETING RE: ELECTED DEPARTMENT HEAD SALARIES

Potter moved to schedule the Meeting for 12-13-16 at 10:30 A.M. The motion was seconded by Daleiden and carried 5-0.

TRANSFER OF NUCLEAR DUTIES

Kelly stated that Launette Figliuzzi resigned as the Veteran Services/Nuclear Director. Transfer of Nuclear duties to the Sheriff's Office in 2017 was discussed during budget sessions. With the resignation, Kelly proposed moving the timeline forward to include the hire of a Deputy Emergency Management Director to assist with nuclear duties. As 2017 is a nuclear drill year, Husom and Sawatzke supported moving forward. Daleiden thought the candidate pool for Veterans Services Officer would be larger without the Nuclear Director responsibilities.

Daleiden made a motion to transfer nuclear duties to the Sheriff's Office and to post for the Deputy Emergency Management Director. Husom seconded the motion. Kelly will meet with a representative of the Department of Veteran Affairs tomorrow. There is an individual working out of the Monticello Workforce Center meeting with veterans. It appears another person will be sent to Buffalo a couple of days per week. Borrell stated he will vote against the motion as he is not in support of the transfer of the nuclear responsibilities to the Sheriff's Office. He said the County has scored outstanding on nuclear drills and he does not want to change what is working. Sawatzke stated he would support the motion but feels Borrell poses a reasonable argument. The motion carried 4-1 with Borrell casting the nay vote.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Central MN Council on Aging. Borrell attended a recent meeting. The city offices have been moved to Sartell. Central MN Council on Aging defunded an organization last week because of the mismanagement of funding.
2. Bertram Advisory Meeting. Sawatzke said a meeting was held on 10-07-16. Work at Bertram involving heavy equipment was delayed until most recently because of YMCA campground activities involving younger children. The former chalet has been removed and is being reconstructed. The Parks Administrator indicates that in November, the closing of the last parcel will occur including the 41 acres purchased with the City. The 3-acre triangle piece across the road from the Park will happen in mid to late November. Monticello Schools would like to make this the home of their future cross-country events.
3. Mn Go, MnDOT. Potter attended a public hearing on 10-06-16 which addresses the transit priorities for five years. It includes all areas of transit except trains. The transportation alternatives grant application is due by 10-14-16. Virgil Hawkins and Adam Nafstad (Albertville) will put together an application to fund a pedestrian bridge over the freeway at CR 37. Potter said there is \$3.5 million available in this District. He thought this has a likelihood of being funded due to necessity, and MnDOT doesn't want to widen the bridge at CR 37 to expand turn lanes and for pedestrian traffic.
4. Buffalo Safe Schools. Husom attended on 10-05-16 and was provided the following information:
 - The start times for high school and elementary students have swapped. This is working out well for both groups and is supported by studies on how children's brains function.
 - An open house will be held on 10-17-16 at the Wright Learning Center and will include 30 companies working with youth apprenticeships at schools.
 - The former Annandale Intensive Treatment Center site is being used to assist teen girls with their problems.
 - A Partnership for Youth & Families event will be held on 10-18-16 from 6:30-8:00 P.M. at the Buffalo Hospital. The event will include discussion on raising kids to make smart choices and what is new with drug awareness.
 - A Coping with Teenage Years event will be held on 11-08-16 at the Wright County Health & Human Services Building from 11:30 A.M. to 1:00 P.M.
 - The Bounce Back Project in Buffalo and Monticello will host the Peabody Players comedy team at the Bison Creek Bar & Grill on 10-28-16 at 8:00 P.M.
 - The Bounce Back Project will host the 7-week Daring Way events, from 10-26-16 to 12-14-16 from 4:00 P.M. to 5:30 P.M. Information can be found on the Bounce Back website.

The meeting adjourned at 9:54 A.M.