



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
JANUARY 7, 2020
DATE APPROVED: JANUARY 21, 2020

Christine Husom	District 1
Darek Vetsch	District 2
Mark Daleiden	District 3
Michael Potter	District 4
Charles Borrell	District 5

2019 BOARD REORGANIZATION:

Bob Hiivala, County Auditor/Treasurer, called the meeting to order and asked for an election of the Chairperson for the coming year.

Daleiden made a motion to elect Christine Husom as Chairperson for 2020. The motion was seconded by Borrell. Hiivala asked if there were any other nominations. Potter made a motion to cease nominations and cast a unanimous ballot for Commissioner Husom. The motion was seconded by Daleiden and carried 5-0. Commissioner Husom presided at the meeting.

Daleiden made a motion to elect Commissioner Michael Potter as Vice Chairperson for 2020. The motion was seconded by Vetsch. Vetsch made a motion to cease nominations and cast a unanimous ballot for Commissioner Potter, seconded by Borrell. The motion carried 5-0.

On a motion by Daleiden, second by Potter, 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 Borrell, all voted to recall all unused clerk hire and unused budgets for 2019.

Daleiden made a motion to set the 2020 County Board sessions as listed below. The motion was seconded by Potter and carried 5-0.

County Board Regular Sessions: All Tuesdays except the second Tuesday of the month.
The meetings shall be called to order at 9:00 AM.

County Board Workshops: The second Tuesday of the month.
The meetings shall start at 9:00 AM.

Husom presented the existing list of committee memberships and asked the members of the County Board to convey their preferences and suggestions regarding committee designations for 2020.

Daleiden moved to approve the appointments of Committees and Advisory Boards as presented to include one change. The motion was seconded by Potter:

- Twin Cities Urbanized Areas (UZA) Boundaries Member for 2020: Potter

Potter said that with the Trailblazer Joint Powers Board, there is an option to have a city designee. He suggested Kevin Kasel to fill that position with himself being the alternate and asked that the motion be amended to include the change.

The motion and second were amended to include the following change:

- Trailblazer Joint Powers Board Members for 2020: Vetsch, Kevin Kasel (Potter)

Asleson asked whether the Wright County Area Transportation Advisory Council (WCAT) is in existence. He understands that Wright County has taken over the place of WCAT. Vetsch replied that the Transportation Advisory Council meets quarterly. It was the consensus that the Wright County Area Transportation Advisory Council (WCAT) will remain on the schedule.

Husom requested an additional change:

- Turn Steering Committee Rename to “The Turn Steering Committee”

Husom said the Nuclear Committee does not have an alternate. If there is a nuclear event, to be there 24 hours without an alternate might be hard. Current appointments are: Vetsch, Husom, Administrator, Emergency Management Director, & Emergency Management Deputy. Husom said the Commissioners serve as Communications Officers during a nuclear drill/event. Discussion last year included the Communications Specialist position being appointed as the alternate. It was the consensus that this should be addressed during 2021 Committee appointments.

The motion to approve the Committee/Advisory Board appointments as amended carried 5-0.

The following is a list of membership for the 2020 appointments:

<u>COMMITTEE</u>	<u>2020 APPOINTMENT</u>
Budget Committee Of The Whole	All Commissioners, Administrator, Aud./Treas.
Building Committee	Borrell, Potter (Vetsch), Facilities Services Director
Ditch Committee (Combined Committee to Inspect & Joint Ditch Committee)	Daleiden, Borrell (Husom), Auditor/Treasurer, plus Commissioner from District being addressed shall attend if not part of Committee. Joint Ditch meetings will require 3 Commissioners.
Finance/CIP Committee	Vetsch, Daleiden, Administrator, Auditor/Treasurer, Assistant Administrator, Asst. Finance Director & IT Director
Noxious Weed Appeal Committee	Daleiden, Borrell
Nuclear	Vetsch, Husom, Administrator, Emergency Management Director, & Emergency Management Deputy
Owners Committee - Courts Facility	Borrell, Potter (Daleiden)
Owners Committee - New Government Center	Vetsch, Daleiden (Potter)
Owners Committee - Tactical Training Center	Borrell, Husom (Potter)
Personnel/Employee Relations	Daleiden, Husom (Vetsch) and HR Director. Administrator and Assistant Administrator for Union Negotiations. Deferred Compensation, Aud./Treas. And Chief Deputy Attorney.
Safety	Borrell, Husom, Administrator, Assistant Administrator, Risk Manager, Emergency Management Coordinator. (Also, one Representative from each unit: Teamsters, WCDA, AFSCME, Attorney’s and 49ers).
Security	Husom, Borrell, Two Judges, Administrator, Risk Manager, Court Administrator, & Representatives from the following Departments: Sheriff, Court Services, & County Attorney.
Tax Forfeit Committee	Borrell, Potter, Auditor/Treasurer

COMMITTEE

Technology

2020 APPOINTMENT

Vetsch, Daleiden, Administrator, IT Director, Auditor/Treasurer, & a Representative from each Sub-Technology Committee: Land Records, Sheriff, Public Works, Law Legal, HHS & Administration

Transportation Committee Of The
Whole

All Commissioners, Highway Engineer, Administrator

Ways & Means

Borrell, Husom, Administrator (Potter)

911 Planning Committee

Borrell, Husom (Potter), Assistant Administrator, IT Rep., P&Z Administrator, Sheriff Rep., Emergency Management Deputy Director, GIS Coordinator, Communication 911 PSAP Manager, Business Manager – Sheriff, Facilities Services Director, Risk Manager

ADVISORY BOARD MEMBERSAIS (Aquatic Invasive Species)
Advisory Board2020 APPOINTMENTS

Husom, Vetsch

Area Transportation Planning (ATP)

Potter

Bertram Chain of Lakes
Advisory Board

Daleiden, Vetsch

Central MN Economic Development
7W District Joint Powers
Board

Potter, Duane Northagen, (Vetsch, Administrator)

Central MN EMS Region Joint
Powers Board

Husom (Borrell)

Central MN Jobs & Training
Joint Powers Board (JTPA)
Workforce Center

Husom

Central MN Emergency Services
Board (Regional Radio
Board)

Borrell (Husom)

Central Mississippi River Regional
Planning Partnership (CMRP)

Vetsch, Daleiden

Clearwater River Watershed District
(CRWD)

Vetsch

County Extension Service

Borrell, Potter

Crow River Organization of Water
(C.R.O.W.)

Borrell (Potter)

Delegates to AMC

All Commissioners, Auditor/Treasurer, Administrator, Highway Engineer

<u>ADVISORY BOARD MEMBERS</u>	<u>2020 APPOINTMENTS</u>
East Central Joint Powers Board	Vetsch, Court Services Director
Economic Development Partnership Board	Potter
Great River Regional Library Board	Potter (Vetsch)
Highway 55 Coalition	Potter, Husom (Highway Engineer)
Historical Society	Potter
I-94 Coalition	Potter
Law Library Board	Husom
Legislative Matters	All Commissioners
Mentorship Education and Drug Awareness Coalition Of Wright County (M.E.A.D.A.)	Husom
MN Rural Counties	Borrell (Potter)
Monticello Joint Planning Board	Vetsch
One Watershed, One Plan Policy Committee	Borrell
Parks Advisory Board	Daleiden
Planning Commission	Borrell
Public Works Labor/Management	Husom, Administrator (Vetsch)
Region 7W Transportation	Potter
Regional Crime Lab	Husom
Safe Communities of Wright County (SCWC)	Husom
Safe Harbor Task Force	Husom
Soil & Water Conservation District (SWCD)	Borrell
Trailblazer Joint Powers Board	Vetsch, Kevin Kasel (Potter)
The Turn Steering Committee	Husom

Twin Cities Urbanized Areas (UZA) Boundaries	Potter
Water Management Task Force	Vetsch
Wright County Ag Society	Borrell
Wright County Area Transportation Advisory Council (WCAT)	Vetsch, Potter
Wright County Community Action Council	Borrell, Daleiden, City Representative
Wright County Multi-Jurisdictional Hazard Mitigation Planning Committee	Husom

COUNTY BOARD MINUTES 12-31-19

Vetsch moved to approve the minutes, seconded by Daleiden. The motion carried 5-0.

AGENDA

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

CONSENT AGENDA

Potter moved to approve the Consent Agenda. Daleiden seconded and the motion and it carried 5-0:

A. ADMINISTRATION

1. Claim - Madden, Galanter, Hansen Attorneys At Law, 11/2019 Services, \$11,799.32

B. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between December 23, 2019 And December 27, 2019
2. Approval Of A Transfer Of Funds From The General Fund To The Atty Victim Witness Emergency Fund. The Grant Was Received In The General Fund In 2013. This Transfer Will Bring The Atty Victim Witness Emergency Fund To A Zero Balance
 - 01-100-000-0000-6910 Transferred Out \$1,200.00
 - 01-000-000-0000-1001 Cash -\$1,200.00
 - 02-096-000-0000-1001 Cash \$1,200.00
 - 02-096-000-0000-5910 Transferred In -\$1,200.00

C. HEALTH & HUMAN SERVICES

1. Position Replacement
 - A. Social Worker

D. HEALTH & HUMAN SERVICES

1. Position Replacement
 - A. Case Aide

TIMED AGENDA ITEMS

BOB HIIVALA, AUDITOR/TREASURER

Award Of Bid For 2020 Official Newspaper

Hiivala said staff contacted all County newspapers with a bid request for a one-year and a 3-year rate. Two responses were received:

	<u>One-Year Rate</u>	<u>Three-Year Rate</u>
Herald Journal	\$3.79 per inch	\$1.94 per inch
Delano Herald Journal	\$3.80 per inch	No bid

Hiivala recommended awarding to the Herald Journal for the three-year rate and naming the Delano Herald Journal as the alternate.

Daleiden made a motion to name the Herald Journal as the Wright County official newspaper at the three-year rate of \$1.94 per inch, and to name the Delano Herald Journal as the alternate at the one-year rate of \$3.80 per inch. Potter extended appreciation to staff for researching the three-year option. The motion carried 5-0.

Cancellation Of The Scheduled Public Hearing On The Redetermination Of Benefits For County Ditch #16 And County Ditch #19 That Was Set For February 19, 2020 At 2:00 PM.

Matt Detjen, Agricultural & Drainage Coordinator, requested the Board cancel the Public Hearing on the Redetermination of Benefits for County Ditches #16 and #19 on 2-19-20 at 2:00 PM. The viewers are unavailable at that time. Detjen said the viewers are available on 2-19-20 at 6:00 PM.

On a motion by Borrell, second by Potter, all voted to:

- Cancel the Public Hearing on the Redetermination of Benefits for County Ditches #16 and #19 on 2-19-20 at 2:00 PM.
- Reschedule the Public Hearing on the Redetermination of Benefits for County Ditches #16 and #19 on 2-19-20 at 6:00 PM.

Schedule A Public Hearing For The Petition To Remove Property From The Drainage System On County Ditch #10 Under Minnesota Statute 103E.805 For February 19, 2020 At 2:00 PM

Detjen asked that the Board schedule a Committee Of The Whole, Public Hearing, for the Petition to remove property from the Drainage System on County Ditch #10, per MN Statute 103E.805. In summary, benefited acreage should have been associated with another parcel when the original parcel was split.

Borrell moved to schedule a Committee Of The Whole, Public Hearing, on 2-19-19 at 5:00 PM for County Ditch #10 regarding the Petition to remove property from the Drainage System. The motion was seconded by Daleiden and carried 5-0.

VIRGIL HAWKINS, HIGHWAY ENGINEER

Approve Memo Of Understanding With The City Of Cokato, The City Of Albertville, The City Of Waverly And The Township Of Cokato For The Storage And/Or Purchase Of Salt For The 2019/2020 Snow/Ice Control Season

Hawkins said this is done annually for the storage and purchase of salt.

Daleiden moved to approve the Memorandums of Understanding with the Cities of Cokato, Albertville, and Waverly, and Cokato Township for the storage and/or purchase of salt for the 2019/2020 Snow/Ice Control Season. The motion was seconded by Borrell. Borrell asked why the cost per ton varies per location. Hawkins said the cost is based on what the County pays for delivery to each location. The motion carried 5-0.

Approval of Condemnation Resolution for the unsigned parcels of Right-of-Way on CSAH 30, CP 086-030-191

The acquisition of highway right-of-way for CSAH 30 between CSAH 13 and 3rd Street SW, in the City of Delano and in Franklin Township, involves 14 parcels. As of 12-03-19, there remains 2 unsigned parcels with additional meetings continuing.

The condemnation resolution will allow the County Attorney's Office to begin Eminent Domain proceedings using the 90-day quick-take procedures, allowing timely access to the properties in the 2020 construction season. Efforts will continue in hopes of reaching a settlement through the direct purchase method.

Potter moved to adopt Resolution #20-01, approving the Condemnation Resolution for the unsigned parcels of Right-Of-Way On CSAH 30, CP 086-030-191. Legal descriptions for the proposed takings are included as Exhibits to the resolution.

Parcel 9 - Susan Marie Kieser-Neisen, Rebecca and Travis Tuchtenhagen, Tamara Exsted, Laura Elias & Thomas and Melissa Mayer a/k/a Melissa Meyer

Parcel 14 - Susan Marie Kieser-Neisen, Rebecca and Travis Tuchtenhagen, Tamara Exsted, Laura Elias & Thomas and Melissa Mayer a/k/a Melissa Meyer

The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

Approval of Condemnation Resolution for the unsigned parcels of Right-of-Way on CSAH 39, CP 086-039-201

The acquisition of highway right-of-way for CSAH 39 between Page Avenue and CSAH 42, in the City of Otsego, involves 22 parcels. As of 12-30-19, there remains 6 unsigned parcels, with additional meetings continuing.

The condemnation resolution will allow the County Attorney's Office to begin Eminent Domain proceedings using the 90-day quick-take procedures, allowing timely access to the properties during the 2020 construction season. Efforts will continue in hopes of reaching a settlement through the direct purchase method.

Daleiden moved to adopt Resolution #20-02, approving the Condemnation Resolution for the unsigned parcels of Right-Of-Way on CSAH 39, CP 086-039-201. Legal descriptions for the proposed takings are included as Exhibits to the resolution.

Parcel 30 - Rick M. Johnson & Jennifer L. Johnson and Sally A. Johnson & Gerald L. Johnson

Parcel 38 - Dwight T. Nelson & Kathy E. Nelson

Parcel 71 - Tyler B. Luschen

Parcel 72 - Gary B. Lenz & Christine A. Lenz

Parcel 77 - Charles V. Kolles & Maureen Kolles

Parcel 85 - The Bank of Elk River

The motion was seconded by Vetsch and carried 5-0 on a roll call vote.

ITEMS FOR CONSIDERATION

12-31-19 COMMITTEE OF THE WHOLE (COTW) MINUTES

At today's County Board Meeting, Vetsch moved to approve the 12-31-19 Committee Of The Whole Minutes. The motion was seconded by Daleiden and carried 5-0. The minutes follow:

I. Strategic Planning

IT Director Matthew Fomby kicked off the meeting, stating we need to define the County's goals, and then identify the strategy and tactics to achieve those goals.

Administrator Lee Kelly stated that he would like to get three things accomplished with this meeting, discussion on high level goals for the future of the county, identify any additional issues that commissioners would like to discuss, and discussion on scheduling a strategic planning session early in 2020.

Discussed defining the growth that the County would like to see occur, such as industrial growth. This will require fiber and can have impacts on our transportation infrastructure. Wright County has both urban and rural communities, it is important to support growth that will provide the quality of life we want. There is a desire to provide a uniform quality of life to residents across the county and to provide good services to residents at an affordable cost. Discussed the desire to be financially predictable and sustainable.

Fomby informed the Commissioners that InfoTech provides the County with a strategic seminar as part of our annual membership. A multiple day session can be conducted with minimal cost to the County. The seminar would be four days. In discussions with Administration, the plan was to conduct two days with the Board to define their goals, and

12-31-19 COMMITTEE OF THE WHOLE (COTW) MINUTES (cont.):

then two days with department heads on how to create strategies to achieve the goals of the Board. It was recommended that this be set for the later part of February.

Discussed engaging the Cities and the Townships, as it is important to have their support. It was the consensus that it may be best to have a half day with the Cities and a half day with the Townships.

Fomby and Pat Spaude, IT Strategy and Portfolio Manager, will work with InfoTech to see what information the County can provide ahead of time.

It was noted that the Schools are important as well to the quality of life and development of the County.

Administrator Kelly and IT Director Fomby will coordinate the seminar with InfoTech and will work with Communication Specialist John Holler on promoting the involvement of the Cities and Townships.

Minutes Submitted By: Sue Vergin, Assistant County Administrator

(End of 12-31-19 COTW Minutes)

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**1. Administrator Updates:**

- A. InfoTech. Kelly plans to schedule meetings with InfoTech the week of March 9-12, 2020. The first two days will entail meetings with the Board, and the third day will include cities and townships. After that, meetings will be held with department heads. This will be discussed further at the 1-07-20 Quarterly Leadership Team Meeting.
 - B. Enterprise Resource Planning (ERP). ERP meetings continue this week to include topics of assets, cash management, and inventory.
 - C. Meeting with Legislators. Kelly continues to work on preparations for the meeting being held with Legislators at the end of the month. He plans to send the topics listing to the Commissioners prior to sending it to Legislators.
2. Bertram Chain of Lakes Advisory Council. Daleiden and Vetsch attended a meeting on 1-03-20. Discussion included the turn lane MOU with the City of Monticello. This will be bid this winter when they are doing campground construction, leveling work, grading, etc. Daleiden said they are unsure whether blacktopping will occur at that time or when CR 39 is completed. Vetsch said alternate bidding will allow the paving to be paired with various improvements, such as the CR 39 project that might result in a savings. This would result in not having to do prevailing wage. Anything completed with the CR 8 project must be done with prevailing wage due to grant funding. Potter said that Monticello is a Municipal State Aid (MSA) city and can tap into other funding means to help pay for their part of it. Daleiden said the building, grading, and infrastructure will be bid this winter. Theoretically, it is possible that the camper cabins and campgrounds will be open in 2021. This will be dependent on weather and soil conditions. Camper cabins are part of the alternate bids.
 3. Potter said there will be a drug court (The Turn) graduation on 1-09-20 at 1:30 PM. Also, the Quarterly Township Association Meeting will be held the evening of 1-09-20 at Buffalo Township Hall.
 4. Central Mississippi River Regional Planning Partnership (CMRP). Vetsch said the kickoff event for CMRP will include a road tour. The Planning Next firm will also be visiting to look at the space, transportation, assets and infrastructure. The next phase will include community engagement.
 5. Fair Board. Borrell attended a meeting on 1-06-20. The group continues to plan for the 150th Anniversary of the Wright County Fair. Fireworks are being planned for 10:00 PM. Borrell asked Kelly to encourage departments that regularly attend the Fair to come up with ideas relating to the 150th celebration (historical perspective).
 6. AMC Annual Conference. Husom referenced the AMC (Association of Minnesota Counties) Conference that was held the first week of December 2019. The Conference included many good sessions and she appreciated the resiliency piece presented as part of the opening session. Some of the sessions included information on children of incarcerated parents, annual maintenance of Class and Compensation Study, advancing public outreach, and housing and homelessness crisis in Minnesota. Vetsch and Kelly attended a session on social media and pitfalls. Vetsch suggested an all staff training completed on data retention and social media do's and don'ts.
 7. Borrell said Jerry Salonek of Montrose recently passed away and will be missed.

The meeting adjourned at 9:40 A.M.