



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
JANUARY 8, 2019

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

DATE APPROVED: JANUARY 15, 2019

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. On a motion by Potter, second by Daleiden, all voted to elect Vetsch as Chairperson for 2019; and then Commissioner Vetsch presided at the meeting.

On a motion by Daleiden, second by Borrell, all voted to elect Commissioners Husom as Vice Chairperson for 2019.

Vetsch read the following statement:

I want to thank all of the County employees for the hard work and dedication over the past year. 2018 brought great challenges to many departments. However due to the positive attitude and teamwork throughout the County, I believe we have made again great strides in improving Wright County and meeting our mission of: "A responsive government and quality service in a fiscally responsible manner through leadership and dedication."

In 2019, we must exercise discipline and efficiency if we are going to meet the needs of our local economy while ensuring tax payers have value in their services at a cost that has little or no impact to the citizens going forward. The months ahead will bring many big decisions to a vote, and I encourage citizens of the County to keep informed and weigh in as we navigate the issues of: A new ERP System, a law enforcement training facility, the current government center location, the future of the Wright Regional Inspection Station Program, the compensation and classification study, and the possible change from a coordinator structure to an administrator structure in our County government. I close by saying how grateful I am to serve the citizens of Wright County and the honor to have the opportunity to serve as Board Chair for 2019.

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 Potter, all voted to recall all unused clerk hire and unused budgets for 2018.

On a motion by Borrell, second by Husom, all voted to set the County Board's regular sessions for every Tuesday for 2019. The meetings shall be called to order at 9:00 A.M.

COUNTY BOARD MINUTES 12-18-18

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

AGENDA

Daleiden moved to approve the Agenda, seconded by Potter. Lee Kelly, County Coordinator, asked that Consent Item A1, "Administration, 1. Position Replacement, A. Information Technology Director" be moved to Timed Items at 9:08 AM. Daleiden and Potter accepted this as an amendment to the motion. The motion carried 5-0.

CONSENT AGENDA

Husom moved to approve the Consent Agenda as amended, with the removal of Item A1. Daleiden seconded and the motion and it carried 5-0:

B. ADMINISTRATION

1. Authorize Participation in the Minnesota City Participation Program (MCP) for 2019
- C. ADMINISTRATION
1. Reappoint Connie Lounsbury To A Three-Year Term On The Wright County Personnel Board Of Appeals Eff. 7-01-18
- D. ADMINISTRATION
1. Reappoint Wayne Bauernschmitt To The Great River Regional Library Board, Three-Year Term
- E. ADMINISTRATION
1. Appoint Rob Olson, Albertville City Council Member, To The 7W Transportation Policy Board
- F. ADMINISTRATION
1. Authorize Signature On Justice Center Division 39 Specialties Contract With Construction Supply, Inc. For Restroom Dispensers & Accessories
- G. ADMINISTRATION
1. Schedule Owners Committee Meetings In 2019 On The Following Dates: January 16, February 20, March 20, April 17, May 15, June 19, July 17, August 21, September 18, October 16, November 20, December 18. The Meetings Will Be Held At 1:00 PM, Wright County Justice Center Site, And The Agenda Will Include A Project Update.
- H. AUDITOR/TREASURER
1. Approve Renewal Of Seasonal On-Sale Liquor License For Whispering Pines Golf Club
 2. Acknowledge Warrants Issued Between December 12, 2018 And December 31, 2018
- I. HEALTH & HUMAN SERVICES
1. Request For Eight (8) Workings Days Of Unpaid Personal Leave For Amanda Wilson, Social Worker In Developmental Disabilities
- J. PARKS & RECREATION
1. Confirm Commissioner District 4 Parks Commission Reappointment of Brad Danielson, Eff. 1-01-19 to 12-31-21 (3-Year Term)
- K. PLANNING & ZONING
1. Reappoint Dan Mol And Jan Thompson For Three-Year Terms On The Planning Commission. (Both Terms To Expire On December 31, 2021)
 2. Reappoint Dan Mol And Dan Vick For Three-Year Terms On The Board Of Adjustment. (Both Terms To Expire On December 31, 2021)
 3. Position Replacement:
 - A. Building Official
- L. SHERIFF'S OFFICE
1. Position Replacement:
 - A. Deputy
- M. SURVEYOR
1. Position Replacement:
 - A. Survey Technician

TIMED AGENDA ITEMS

SWEARING IN OF SEAN DERINGER TO SHERIFF OF WRIGHT COUNTY

Sean Deringer was sworn in as Wright County Sheriff by Judge Kathy Mottl. Sheriff Deringer said he has worked for three Sheriffs in his career, each with a different leadership style but all with the desire to serve the public. He plans to advocate for the people and for the employees of the Sheriff's Office. Sheriff Deringer extended appreciation to the County Board and said he looks forward to collaborating with them and other County leaders to determine the best ways to serve the community.

The meeting recessed at 9:15 A.M. and reconvened at 9:23 A.M.

SHERIFF OFFICE ORGANIZATION ANALYSIS PROPOSALS

On a motion by Daleiden, second by Borrell, all voted to schedule a COTW Meeting on 1-15-19 at 1:00 P.M to discuss the Sheriff Office Organization Analysis Proposals

ADMINISTRATION – POSITION REPLACEMENT, INFORMATION TECHNOLOGY DIRECTOR

Lee Kelly, County Coordinator, said other jurisdictions have utilized firms to search for potential candidates for this type of position. He stated it is a key position in the County given the current projects.

Potter made a motion to direct Administration to seek out firms to assist with the replacement of the Information Technology Director. The motion was seconded by Husom. Borrell questioned the associated cost. Schawn Johnson, Human Resources Director, said that will be dependent on the depth of the process. Costs can range from \$5,000-\$30,000. Daleiden thought utilizing a search firm may result in a higher wage for the candidate and suggested the County try filling the position first. Vetsch said the recruiting firm can assist with the vetting process and explain to candidates the compensation relating to the hiring range. The market is very competitive. Borrell agreed with comments regarding seeking the right person for the position and getting the position filled as soon as possible. However, he thought a recruiting firm may take more time and favored the County trying to fill the position. Vetsch said the recruiting firm will provide safeguards such as assisting with a replacement if the hire doesn't make probation or decides to leave. He said this is a critical position with a critical timeline because of ERP (Enterprise Resource Planning) and other processes.

Potter called the vote on the question and it carried 5-0. Vetsch said the motion on the floor is to direct Administration to seek proposals for a recruiting firm. The position will still be posted but staff will research associated costs to retain a recruiting firm. The motion carried 4-1 with Borrell casting the nay vote.

BOB HIIVALA, AUDITOR/TREASURER

Award of Bid For 2019 Official Newspaper

Hiivala stated three bids were received for the official newspaper for 2019:

- Herald Journal at .2633333 per column inch
- Monticello Times at 0.634058 per column inch
- Delano Herald Journal at 0.33 per column inch

Husom moved to award the bid to the Herald Journal for the official newspaper for 2019. The motion was seconded by Daleiden and carried 5-0.

Approve Minutes From CD 31 Public Hearing On December 11, 2018

On a motion by Potter, second by Husom, all voted to approve the Ditch Committee Of The Whole (COTW) Public Hearing minutes as presented. The minutes follow:

I. STATEMENT OF COUNTY BOARD CHAIRPERSON

This is a public hearing on the reestablishment and correction of Wright County Ditch 31 drainage system records under statutes section 103E.101, subdivision 4a.

I would like to welcome everyone who has come today. Under consideration at this hearing is the reestablishment and correction of the drainage system record Wright County Ditch 31 including defining the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; and the right-of-way of this public drainage system.

The purpose of this hearing is to review the engineer's investigation and report of findings and receive comment from those affected by the proposed reestablishment and correction of the public drainage system records.

The order of business for the hearings will be as follows. First, the Drainage Authority's legal and engineering consultants will present the procedural and legal requirements followed and the engineering analysis of historical records, physical investigation and other evidence supporting its determinations regarding the drainage system record. Following the staff presentation, I will open the hearing for public comment. The Board would like to hear your comments on the proposed reestablishment and correction of the drainage system record and any information relevant to that purpose.

Specifically, the Board is interested in:

- *Whether it is missing information used to define the public drainage system*

12-11-18 Ditch COTW Minutes (cont.):

- *Whether the recommended alignment, grade or configuration of the ditch creates concerns about loss of drainage benefits*
- *Whether and how your land drains to the public system*
- *Whether you have concerns or issues associated with any portion of the public systems crossing your property*
- *Whether the recommended alignment, grade or configuration of the ditch creates other material concerns the Board should consider prior to adopting the engineer's recommendation*

Though information may be presented regarding the current condition of the drainage system, this hearing is not an appropriate time to discuss issues related to possible, future actions such as a repair. If such actions are warranted, the Drainage Authority will initiate separate proceedings to discuss those issues. However, if you have an immediate concern, we invite you to contact our drainage coordinator, Matt Detjen. The purpose of this hearing is to review the findings and evidence regarding records defining the alignment, cross-section, profile, hydraulic structure locations, materials, dimensions, and elevations, or right-of-way of the drainage systems as originally constructed or subsequently improved.

II. ATTORNEY COMMENTS FOR HEARING

1. *This is a public hearing on the reestablishment and correction of Wright County Ditch 31 drainage system records under Minnesota statutes section 103E.101, subdivision 4a.*
2. *The drainage system is in Sections 15, 16, 17, 18, 19, 20 and 22 of Woodland Township, (T118, R26) and generally flows from west to east beginning at Lauzers Lake and ending in the NW ¼ of the NW ¼ of section 22. There are two laterals on the system.*
3. *The total drainage area to the public drainage system is approximately 4,500 acres and is located in Sections 7, 8, 9, 15 thru 20, 22, 29 and 30 of Woodland Township; and Section 24 of Victor Township.*
4. *The watershed consists primary of agricultural farmland.*
5. *Inspection of drainage system by the Drainage Authority's staff revealed a lack of written documentation describing elevations and grades throughout the system.*
6. *The Drainage Authority's engineer investigated and drafted a historical and technical analysis for the drainage systems which is contained in the Engineer's Historical Review Memorandum dated November 9, 2018.*
7. *As part of his analysis of the drainage system, the engineer has identified the existing functional alignment, dimension and grade of the drainage system as it provides beneficial public drainage. This functional alignment, dimension, and grade match the basic functional efficiency of the system as designed and established to provide beneficial public drainage.*
8. *The engineer has also identified the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; and right-of-way of the drainage system in its as constructed and subsequently improved state.*
9. *The engineer's study included evaluation of existing records and evidence, including, but not limited to, applicable aerial photographs, soil borings or test pits, culvert dimensions and invert elevations, and bridge design records.*
10. *To properly manage the drainage system in a way that recognizes its intended, beneficial public functions, the Drainage Authority initiated proceedings to identify the extent of its jurisdiction over the system as currently existing and providing beneficial public drainage. The Board initiated the records correction process by resolution adopting findings and an order dated December 17, 2018 and assigned number 17-65.*
11. *Resolution 17-65 directed the engineer to investigate and report findings defining the alignment; cross-section; profile; hydraulic structure locations; materials; dimensions; elevations; and right-of-way of the drainage system.*
12. *Pursuant to the requirements of 103E.101, subdivision 4(c), the Board mailed notice of this final hearing to the commissioner of natural resources, the executive director of the Board of Water and Soil Resources, and all property owners benefited or damaged by the drainage systems. Other interested parties were provided notice by publication in the Herald Journal. Evidence of all notices is on file with the Drainage Authority.*

13. *Substantive comments received during today's hearing, if any, will be incorporated into the final findings for the Board.*
14. *Evidence of all actions in this matter, including preliminary orders, appointments, oaths, affidavits of mailing, publication or posting as well as hearing agendas and presentation materials shall be considered the record of proceedings in this matter.*
15. *At this hearing, the engineer will present his report. The engineer will also provide an explanation of the process and information used to determine the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; and right-of-way of the drainage system.*
16. *The intent of this proceeding is to reconcile the historical record of the drainage system with the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; and right-of-way of the drainage systems as determined by analyzing existing records and evidence, including, but not limited to, applicable aerial photographs, soil borings or test pits, culvert dimensions and invert elevations, field investigation and bridge design records.*
17. *Future work on the drainage system will utilize the as-constructed and subsequently improved condition established in these proceedings, as a baseline for determining repair or improvement of the system.*
18. *Based on your comments and testimony today, the Drainage Authority may make one or more of the following decisions:*
 - a. *Adopt an order affecting reestablishment and correction of the drainage system records as described in the engineer's Historical Review Memoranda and Addendum.*
 - b. *Direct the engineer to further review the area or portions of the drainage systems and determine if adjustments should be made to the proposed drainage system records.*
 - c. *Adopt an order rejecting the engineer's report and directing a new report be conducted.*
 - d. *Direct the engineer to adjust and submit a revised report.*
19. *The decision standard for the Board is whether, based on the proceedings herein, the evidence presented at this hearing and the testimony of the consulting engineer and the public, the Board finds that the existing and reestablished records together define the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; and right-of-way of the drainage system.*

I would note for the record that the Wright County Auditor Treasurer has received a written comment from the Wright County Soil and Water Conservation District. We also received a written comment from the MN. Department of Natural Resources along with attachments, which have been distributed to the Drainage Authority.

III. PRESENTATION BY CONSULTING ENGINEER, JOE LEWIS; HOUSTON ENGINEERING

- *Drainage Authority Responsibilities*
 - *Wright County serves as the Drainage Authority*
 - *Enforces State Drainage Law (Minnesota Statutes Chapter 103E)*
 - *The drainage system is owned by the landowners that paid for it (i.e., assessed)*
 - *Lands assessed have a right to drain water to the ditch (within reason)*
 - *Assessed landowner can request action by the drainage authority*
 - *Drainage Authority administers the system on behalf of the assessed landowners*
 - *Comprehensive Drainage System Management Cycle*
 - *1. Must keep all records.*
 - *2. Maintaining records keeps you in a good spot to complete inspections by statute*
 - *3. Financing for project*
 - *4. Policy and permitting required by project you are completing*
 - *5. Complete a project*
 - *Drainage Authority Responsibilities Required by Law*
 - *M.S. 103E.101 Subd. 3. Index of proceedings and records. The auditor or secretary shall keep all orders, exhibits, maps, charts, profiles, plats, plans, specifications, and records of the proceedings. These records may not be removed except when the board makes a written order to*
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remove them. The auditor or secretary shall keep an accurate index of the proceedings and related documents in a readily usable, resilient, and secure manner. The fact that we are here today, means that there were incomplete records. Through our analysis and our review of the information that is available and collection of field survey data, we are determining what the system is and what it should be managed to.

- *M.S. 103E.101 Subd. 4a. If, after investigation of drainage system records, the drainage authority finds that the records are lost, destroyed, or otherwise incomplete, it may, by order, reestablish records defining the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; or right-of-way of the drainage system as originally constructed or subsequently improved.*
- *Record Re-establishment Purpose*
 - *Major Objective of Record Re-establishment*
 - *1. Process legally defines the public drainage system*
 - *2. Establish as-constructed and subsequently improved condition or ACSIC (the drainage system geometry as originally constructed, including all subsequent legal repairs and alterations, such as alignment, cross-section, and profile.)*
- *What Record Re-establishment Means*
 - *Defines where the Drainage Authority can do work on the public drainage system*
 - *Defines maximum level of repair (as built) and therefore drainage quality*
 - *Work beyond the as-built (Improvement) has regulatory implications*
 - *Not exempt from Core of Engineers (COE)*
 - *Wetland mitigation*
 - *Potential downstream impacts*
- *HEI Record Re-establishment Process*
 - *1. Investigate the historical development of the system by record review*
 - *2. Field survey completed*
 - *3. Establish the “As-Constructed and subsequently improved condition” details*
 - *4. Describe the right-of-way of the system*
 - *5. Engineer’s report is completed*
- *County Ditch 31 Location and History*
 - *Located in Woodland Township*
 - *The system has a main trunk and 2 laterals. The main trunk is approximately 4 ¼ miles long and each branch is approximately 2/3rds of a mile long.*
 - *System starts are the East, which is the downstream end, and goes west/northwest before turning south into Lauzers Lake. The branches there, one goes west and one south and east.*
 - *The system was originally petitioned in 1915*
 - *Established in 1916*
 - *Construction completed between 1917 and 1921, which we have Engineers Reports that document the payments for the original construction. For some reason it was constructed in phases, which is unclear why.*
 - *The drainage area is approximately 4,500 acres*

We did have a design profile that was available. Matt Detjen located the profile, earlier this year. The profile is not an as-built, but it is the intended design of the system. The design profile shows the elevation, profile or bottom elevation of the ditch that existed or the ground that existed prior to the construction of the ditch. It also shows the intended grade or cut to create the ditch. The profile covered the whole length of the system, both the main trunk and the branches.

- *Determination of the As-Constructed Alignment*
 - *Field Survey:* A survey of the existing channel was completed that is out there now. We also completed soil probes to look at in conjunction with the design profile.
 - *Aerial Photos:* Reviewed both current and historic to see if there has been changes in the alignment of the ditch. There were no detectable changes in the alignment from the photos. We do not have a map that showed the intended alignment, but it is obvious through historic aerial imagery and the current imagery of where the ditch is and was.
 - *Soil Borings and probes:* identify the bottom of excavated open channel ditch: We probed down in the center of the current ditch to identify the original bottom of the system. We identify that by seeing a different type of soil material. A lot of times the original bottom is a different soil material then what is piled up on top of the ditch. Sediment washes into the ditch and settles. The soil that settles in the system is usually more organic and darker in color then a mineral clay or sandy material that is a different density. We collected 32 soil borings approximately 1,000 feet apart. We used this information along with the design profile. The design profile grad is then adjusted vertically to reflect a modern sea level datum. On the main trunk we had 22 soil borings collected. Several of them were statistical outliers that were either above or below our average datum adjustment. So, those we removed from the calculation and recalculated with a constant datum adjustment value for the entire main trunk separate from the branches. One other change we made was at the outlet of Ruckles Lake, there was a high outlier and given it was near public water, we collected a few more soil borings. These did not fit well with our statistical approach to determine the as-constructed elevation in that area. So, we did manually adjust that segment upwards of a foot. During this process we did see that there were about 14-15 soil borings from the downstream end, all the way up to the most upstream one near Lauzers Lake that have a very strong correlation with the design profile, so we feel there is good reliability to adjust the design profile through out the system.
 - *Culverts:* There are total of 14 culverts on they system, that we have documented in our records. There are a few culverts that are 1-2 feet above the recommended as constructed elevation. So, we have addressed that and describe how the soil borings justify our as-constructed in consideration of those culverts elevations as well.
- *Right-of-way (area to expect and maintain ditch system)*
 - *Damages were awarded during drainage system establishment for the*
 - *Area physically occupied by the ditch*
 - *Area required to construct and maintain the drainage system*
 - *Based on channel depths, visible spoil area, topography*

IV. Hearing Opened for Public Comment

Doris Schendel-5743 85th St. SW, Waverly MN 55390:

Doris inquired regarding the history of County Ditch 31. Some of the documents the Engineer referred to, were not in the paper documents when I looked through all of them previously. How did the information get to the file now?

Lewis stated that the documents he referred to during his presentation were the Engineers report establishing the ditch. There was likely a viewer report that looked at the benefits of the system by landowner and what damages were rewarded. There was also a design profile. The engineers report did not include a lot of detail. Most of the detail that was valuable for our analysis was in the design profile. There was an engineer's report documenting the payment to a contractor, which then tells us that the ditch system was constructed. There was also an order that the county established the ditch. The profile was in a different location in the Auditor's Office and was not discovered until late February, which was after the re-establishment of records was ordered. The profile is now on drainageDB and available to the public.

Schendel stated that at previous township meetings it was discussed that laterals were not part of CD 31. Today the Engineer stated there are 2 laterals and I would like to know how they came to that conclusion?

Lewis stated that the basis for including the 2 laterals, is from the design profile, the original Engineers report and from the establishment order. Kryzer added that the laterals are listed on Beacon as being

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mapped when the GIS layer was input. Historically we were aware that the laterals were there, and we are just trying to establish what the grade, profile and dimensions of them were. All indications of the records establish that the laterals were accepted, that they were built and functioning and viewed.

Robert Bakeberg-8404 Fillmore Ave SW, Waverly MN 55390:

Bakeberg's first question was who paid for the process of the re-establishment of records? Kryzer stated that the benefited landowners will be assessed the cost of the procedures. Bakeberg stated that as a landowner, I did not ask that this procedure be done. Not all landowners on this system, currently pay or have paid in the past, an assessment. Kryzer said that a redetermination has not been completed yet. The establishment of the ditch needs to be done prior to the redetermination. Detjen added that the redetermination has been ordered and most of the field work has been completed by the viewers. The viewers were waiting to finalize everything until the re-establishment process was completed. The viewers calculation is based on what the ditch can originally be repaired to. The goal is to repair the ditch back to its as-built condition.

Bakeberg inquired about the number of landowners that are tiling into the system and not paying benefits. Vetsch stated that currently we are not allowing landowners to tile into CD 31. If a landowner came forward and said that someone is tiling into the system, that the county is unaware of, we would have our ditch inspector go out to the location and look at it. At that point a decision would be made to either plug it off or if we feel that the ditch in its current condition can hold the volume, we would charge an outlet fee for tapping into the system. Kryzer restated that the procedure today is to re-establish the records and no repair is before the drainage authority today and we must separate the two different legal proceedings. After this proceeding is completed, we will look at a finalizing the redetermination of benefits. Right now, we are proceeding under MN. Statue 103E.101 to re-establish records. MN. Statue 103E.201 states that the water policy of the state of Minnesota is that anything subsequent, all the wetland, all the public inventories, is subject to the existing rights. Public waters are subject to the control of the state. What that means is that this ditch is a prior existing right to everyone on that system and they all have a benefit to maintain this system. The DNR wants to take away that right from everyone and that is what their 4-page written response to this hearing says. One thing we look at when we repair the system is what kind of water qualities can be put in place. Again, though a repair is not on the table today for the drainage authority to make any decisions on. Our goal is to repair the system to what it was in 1917.

Waldemar Kern-4955 County Rd 30 SW, Waverly MN 55390:

I basically own about 2/3 'rds of Ruckles Lake and over the years lines were drawn on a map. My deed goes back all the way when they started with the railroad property. I had a square of 160 acres. Ruckles Lake was legally drained and the DNR bought it and called it a wetland. It was drained for hay round, which they used to cut all the way around with that square of 160 acres left in the middle. I don't know where it went from owing a square of land to what they now call a meandering lake and it was nothing but a slough hole when it was done. When you look at the wetland on a computer, it shows that the DNR owns all the wetland except legally drained. Ruckles was legally drained.

Kryzer asked if Mr. Kern knew what year Ruckles Lake was drained, how long was it drained, and time frames if you could provide them. It is very useful evidence for this proceeding and the kind of information this board is looking for.

Kern stated he did not bring his deed along, but it goes back to the end of the railroad. There are names on the deed way before Ruckles Lake where they sold sections and traded sections. I have the original percentages of benefits, where my portion is at 22 percent and I only own 120 acres and there are thousands of acres around, that are dumping into the system and not paying anything. I wouldn't mind that area going back to Ruckles Lake, but the problem with that is it would drawn everyone out in the country side. My concern is Lauzers Lake comes in and they messed up when they dug in there and made a major dam in there and the water does not go through like it used to. Now it all floods into my pasture.

Kryzer added for the record that Ruckles Lake does not have a formally established ordinary high-water mark. We have a survey that was done by the DNR indicating what they estimate to be ordinary high-water mark. The Commissioner has not issued a final order on that, given publication or allowed opportunity for an appeal on that. The DNR does not like it when you point out their errors trying to adopt a high-water mark, because there is a process that they do not like to go through and in this case, they did not follow that process.

Ron Broll-3746 80th St. SW, Waverly MN 55390:

My land is on both sides of the ditch system and drains into it. My question is there is an expense for all these proceedings, and when and how long will it take that it is not just local water draining. There is water draining from both directions and not being charged any ditch benefits. Will these areas be included on future assessments?

Daleiden stated that is what the redetermination of benefits would establish. Kryzer also added when a re-establishment of records is ordered, the expenses from that proceeding can be held over until the re-determination process is completed and then those expenditures would be spread over the new list of benefited landowners and percentages.

Robert Schendel-5743 85th St. SW, Waverly MN 55390:

Mr. Schendel wanted to know when the redetermination would get started or be done?

Detjen stated that all the field work has already been completed by the viewers and they are waiting on the re-establishment report to make final adjustments or additions. We will then schedule a Public Hearing once we have the final report from the viewers.

Schendel added that Ruckles Lake is now full of cattails with a little bit of water left, so how would a clean out ever be accomplished to improve water flow when the cattails are damming the water flow. How expensive would a project like this turn out to be? It is not feasible in my opinion.

Kryzer stated that the County will be purchasing equipment that will allow them to take out cattails without damaging the underlying surface of the lake or wetlands.

Vetsch made a motion to close the Public Hearing to any further written comments or testimony with the exception that the board give Mr. Kern a seven-day extension to supply the board with the documents he has regarding CD 31. Second by Husom. Motion carried unanimous.

V. *Recommendation from Staff:*

Kryzer stated if we get any additional information from Mr. Kern, we will approach the board again with that information and include a draft resolution at that point in time.

Staff at this time would like to give a brief response to the letter, for the record, from the DNR on December 10th, 2018 at about 4:27 PM. The biggest thing the board needs to be aware of from this letter is that it lacks any sort of evidence backing up any assertion that is made in it. The DNR states that they issued a corrective order and the County believes that was issued without jurisdiction two years ago. The DNR has not enforced it at all in the past two years. So, the DNR has been aware of CD 31 for the past two years. They claim that they have all this evidence of substernal impairment or effect we have had on Ruckles Lake, yet their letter gives us absolutely no evidence. In fact, what they do, is they say they do not have enough time. They do not have enough anything, but they have had two years on this system to study it. However, they have given us absolutely nothing to back up their assertions. They rely on the Minnesota Environmental Rights (MERA) act and again they make blanket assertions. What I see from council is that they made these same assertions on other ditches. So, their letter is a form rejection that they file with every system across the state and they do not back it up with any evidence. So, staff will incorporate our responses going through bullet point, line by line. I do want it known for the record that the DNR has had two years to know this system and gave us nothing.

Daleiden inquired regarding the MN. Statue 103E.101 subd. 4a that the letter references regarding a joint soil bopring investigation. Kryzer stated again this is where the DNR sites law without reading it. MN. 103E.101 is what we are proceeding under to re-establish the records. That law simply states that the engineer goes out there and we redirect them to find everything. What the DNR is relying on is a repair proceeding if it is contested under 103E.701. That is a contested repair proceeding in which we approach them and ask for permission to do something and they say no, and we disagree. We then comprise a 3-person panel consisting of our engineer, Soil and Water, and a member of the DNR. Any additional work that is done after that is split by the County and the DNR. The DNR does not like to pay for the soil borings so they try to incorporate it with this process right now, but that is not what the law says.

There were no further comments or questions and the meeting was adjourned at 3:05 PM

*Minutes Submitted by: Janice Edmonson, Drainage Administrator
(End of 12-11-18 COTW Minutes)*

MARC MATTICE, PARKS & RECREATION DIRECTOR

Accept Donation From The Fairhaven Mill Foundation Inc. And Adopt Resolution

Notice was received from the Fairhaven Mill Foundation of dissolution of the Foundation. Per Article 5 of the Articles of Incorporation, the intent is to donate all funds and assets to the Wright County Parks & Recreation Department. Funds will be set aside in a dedicated account for the purposes defined in the Articles of Incorporation and used to maintain the Mill structure, add historic equipment, and/or bring the Mill back to operating levels, and education for users and groups.

Daleiden moved to adopt Resolution #19-01 accepting a donation from the Fairhaven Mill Foundation in the amount of \$19,960.47. The motion was seconded by Potter and carried 5-0 on a roll call vote.

Adopt Resolutions Related To Transportation Alternative Grant Program Application

Mattice presented two resolutions related to a grant application through the Transportation Alternatives Program for Phase I of the Crow River Regional Trail on CSAH 17. If awarded, it will be for a 2023 project. Estimated project cost is \$600,000. The grant request will be submitted for \$400,000. If awarded, additional grant funding will be sought.

Potter moved to adopt Resolution #19-02 for Wright County to serve as the sponsoring agency for the CSAH 17 Crow River Regional Trail Phase 1 Trail Paving Project. The motion was seconded by Borrell and carried 5-0 on a roll call vote.

Daleiden moved to adopt Resolution #19-03 for Wright County to be responsible for operation and maintenance of the property and facilities for the project. The motion was seconded by Potter and carried 5-0 on a roll call vote.

ADAM TAGARRO, INFORMATION TECHNOLOGY DIRECTOR

Authorize Signatures On Six-Month Extension Of Agreement With On-Demand Group For An OnBase Administrator Contractor

Tagarro said this involves extension of the agreement for six months starting the end of February, 2019. Until that time, existing staff and other resources will be utilized.

Daleiden moved to approve the six-month extension of the Agreement with On-Demand Group. The motion was seconded by Potter and carried 5-0.

COMMITTEE AND ADVISORY BOARD ASSIGNMENTS

The Board discussed appointments for 2019:

- Committee/Advisory Board Listing. It was the consensus that a COTW or Workshop should be held to discuss when per diems and mileage are paid, and what the criteria is to add committees and advisory boards to the listing.
- Safe Harbor Task Force. Husom requested this be added to the listing.

- TURN (Drug Court Steering Committee). Husom requested this be added to the listing
- Wright County Area Transit Joint Powers Board. Brian Asleson, Chief Deputy Attorney, requested this be deleted from the listing. Wright County Area Transportation Advisory Council (WCAT) is being added and the County will appoint.
- Personnel Committee. Vetsch requested to be a member. He stated he has voted against every hire this year that fell above the 12% of minimum hire range and thought it would be better to have him serve on the Committee instead of having discussion at the Board level. Otherwise, he suggested a COTW Meeting for all hire requests above the 12% of minimum hire range. Potter suggested that when the Personnel Committee identifies such topics, the items could be referred to the Personnel COTW. Husom said the Personnel Committee will also address union negotiations later this year, and that can't be sent to the Board. There are limitations. Borrell suggested this topic be discussed at a COTW Meeting.

Kelly said the County Board must establish the Committee/Advisory Boards initially. Additional discussion can occur at the COTW/Workshop level if changes are desired.

Daleiden moved to approve the Committee/Advisory Board Listing with the following changes:

- Remove "Wright County Area Transit Joint Powers Board"
- Add "Wright County Area Transportation Advisory Council (WCAT)" with Vetsch/Potter as 2019 members
- Add "Mayor's Association" meetings with All Commissioners as 2019 members
- Add "Township Officers" meetings with All Commissioners as 2019 members
- Add "Leadership Team Quarterly Meetings" with All Commissioners as 2019 members

The motion includes further discussion at a Workshop. The motion was seconded by Husom. Vetsch said he will vote against the motion as he does not agree with the structure of the Personnel Committee. Potter reminded Board members that by Statute, the Board must have this in place. Further discussion can occur. Vetsch said he will agree to the listing if the Personnel Committee remains unassigned. Husom said it is on the listing, so it must be assigned. The motion carried 4-1 with Vetsch casting the nay vote. The appointments are as follows:

COMMITTEES

Budget Committee Of The Whole	All Commissioners, Coordinator, Aud./Treas.
Building Committee	Potter, Borrell (Vetsch) Facilities Services Director
Owners Committee-Courts Facility	Potter, Borrell (Daleiden)
Finance/CIP Committee	Daleiden, Vetsch, Coordinator, Auditor/Treasurer, Asst. Co. Coordinator, Asst. Finance Director & IT Director
Ditch Committee (Combined Committee To Inspect & Joint Ditch Committee)	Borrell, Daleiden (Husom), Auditor Treasurer. plus Commissioner from District being addressed shall attend if not part of Committee. Joint Ditch meetings will require 3 Commissioners.
Noxious Weed Appeal Committee	Borrell, Daleiden
Nuclear	Husom, Vetsch, Coordinator, Emergency Management Director, & Emergency Management Deputy
Personnel/Employee Relations	Husom, Daleiden (Vetsch), and HR Director. County Coordinator and Assistant County Coordinator for Union Negotiations. For Deferred Compensation, Aud./Treas. And Chief Deputy Attorney.
Safety	Husom, Borrell, Coordinator, Assistant County Coordinator, Risk Manager, Emergency Management Coordinator. (Also one Representative from each unit: Teamsters, WCDA, AFSCME,

	Attorney's and 49ers).
Security	Borrell, Husom, Two Judges, Coordinator, Risk Manager, Court Administrator, & Representatives from the following Departments: Sheriff, Court Services & County Attorney.
Tax Forfeit Committee	Potter, Borrell, Auditor/Treasurer
Technology	Daleiden, Vetsch, Coordinator, 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, Coordinator
Ways & Means	Husom, Borrell, Coordinator (Potter)
911 Planning Committee	Husom, Borrell (Potter), Asst. County Coord., IT Rep, P&Z Admin., Sheriff Rep., Emer. Mgmt. Dep Dir., GIS Coord., Communication 911 PSAP Mgr., Bus. Mgr-Sheriff, Facilities Svcs. Dir., Risk Mgr.
<u>ADVISORY BOARD MEMBERS</u>	
AIS (Aquatic Invasive Species) Advisory Board	Vetsch, Husom
Area Transportation Planning (ATP)	Potter
Bertram Chain Of Lakes	Daleiden, Vetsch
Central MN Economic Development 7W District Joint Powers Board	Potter, Duane Northagen, (Vetsch, Coordinator)
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)
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, Coordinator, Highway Engineer
East Central Joint Powers Board	Vetsch, Court Services Director
Economic Development Partnership Board	Potter
Great River Regional Library Board	Potter (Vetsch)

Highway 25 Corridor Coalition	Potter (Vetsch)
Highway 55 Coalition	Potter, Husom (Highway Engineer)
Historical Society	Potter
I-94 Coalition	Potter
Law Library Board	Husom
Leadership Team Quarterly Meetings	All Commissioners
Legislative Matters	All Commissioners
Mayor's Association	All Commissioners
Methamphetamine 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, Coordinator (Vetsch)
Region 7W Comprehensive Economic Development Strategy Committee	Potter (Husom)
Region 7W Transportation	Potter
Regional Crime Lab	Husom
Safe Communities of Wright County (SCWC)	Husom
Soil & Water Conservation District (SWCD)	Borrell
Township Officers	All Commissioners
Trailblazer Joint Powers Board	Potter, Vetsch
Twin Cities Urbanized Areas (UZA) Boundaries	Daleiden
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

ITEMS FOR CONSIDERATION

12-07-18 COMMITTEE OF THE WHOLE MINUTES

On a motion by Potter, second by Daleiden, all voted to approve the minutes. The minutes follow:

I. Meeting with Legislators RE: Legislative Priorities

A document titled "2019 Wright County Legislative Priorities" was distributed (see attached). The legislative session begins on January 8th, 2019. Departments presented their priorities as follows:

Administration

Lee Kelly, County Coordinator, made two requests:

1. *Reimbursement of expenses incurred defending the 2016 lawsuit with the Office of the State Auditor in the amount of \$70,303.40 in legal fees.*
2. *Valuation of utility properties as related to the tax base of Wright County and the City of Monticello. The County would like to discuss transition aid to backfill tax base losses. The County requests that legislators:*
 - a. *Include funding to local governments where public utility companies shift from value-based taxing to production-based taxing that creates losses in tax capacity for those local governments.*
 - b. *Legislation that would limit the reduction in public utilities property valuation, with a threshold to trigger transition aid for local governments.*

Shane Zahrt from Flaherty and Hood spoke regarding the past proposals that have been discussed between Xcel Energy and the Coalition of Minnesota Cities.

Attorney's Office

Brian Asleson, Chief Deputy County Attorney, spoke on behalf of the County Attorney's office.

1. *Funding for Child Protection Legal Service in the County Attorney's Office; and*
2. *The restoration of Drive Wright type diversion programs for minor traffic violations.*

Auditor/Treasurer

Bob Hiivala, Auditor/Treasurer, said the Wright County License Bureau can now print duplicate titles. The County pays the State \$7.25 per each duplicate title. The total cost is \$17.25. Hiivala requested:

1. *The State compensate the County for the difference; and*
2. *An increase in the Department of Natural Resources filing fees to achieve consistency between game and fish and boats, snowmobiles, and ATV fees. Hiivala discussed the statewide frustration with the MNLARS system, and the impact on his staff.*

Health & Human Services

Jami Goodrum Schwartz, Health & Human Services Director, presented 11 legislative priorities:

1. *Legislation to prevent the sunseting of the provider tax for the Health Care Access Fund prior to its demise in 2019.*
2. *A reduction in the County's 100 percent share of out-of-hospital placement when patients do not meet the Mental Health Does Not Meet Criteria, and to allow counties to appeal the medical necessity determination on behalf of clients.*
3. *Establishment of a Legislature pilot and adoption of a Child Wellbeing Model that invests in families via prevention strategies and practice initiatives as early as possible for at-risk families.*
4. *Add a "supervisor override" clause to child protection legislation when the child is not in danger at the time of the report, allowing staff to respond to reports where a child's safety is at risk.*

12-07-18 Committee Of The Whole Minutes (cont.):

5. *Legislation to sunset the County's cost to provide MNChoice Assessments, and to reduce the complexity and redundancies of the assessment process by 2020. Also, remove Rule 185 cases from needing a MNChoice assessment.*
6. *Enact long-term legislation supporting housing and investment in crisis facilities.*
7. *State reimbursement to the County for 25 percent of the Group Residential Housing overpayments.*
8. *Increased regulatory requirements for exempt child care providers.*
9. *Oppose Federal legislation that would change the definition of 'public charge,' as fewer individuals would access benefits such as SNAP, Section 8 housing vouchers, and healthcare services.*
10. *Draft legislation to review the Medical Assistance reimbursement for dental care and the shortage of dental providers in Wright County.*
11. *Improve capabilities of the Minnesota Eligibility Technology System (METS) to reduce errors, streamline processes, and access information.*

Highway Department

Lee Kelly presented the requests for Virgil Hawkins, Highway Engineer:

1. *Support a transportation funding mechanism for adding lanes to I-94 through Wright County.*
2. *Support a statutory or constitutional dedication of all sales tax revenue generated by the sale of auto parts for transportation purposes through the Highway User Tax Distribution Fund (HUTDF).*
3. *Transportation Governance: Support a revision of laws related to the use of Eminent Domain, Statute Chapter 117.*
4. *Support transportation regulation:*
 - a. *The exemption for taking threatened and endangered species for work within existing roads and ditches in Minn. Stat. 84.0895;*
 - b. *Maintaining the narrowly defined parameters for which State Park Road Account funds are authorized;*
 - c. *Recommend that the Legislature assure that State wetland and water permitting agencies streamline the permitting process for transportation maintenance activities & transportation projects.*
5. *Safety:*
 - a. *Oppose the creation of different statutory speed limits for County highways as otherwise stated in Minn. Statutes 169.14, Subd. 2(3);*
 - b. *Support the exclusive role of the Commissioner of Transportation in establishing speed zones on all roadways as provided in Minn. Stat. 169.14, Subd. 5;*
 - c. *Oppose legislation to establish speed zones on County Highways outside the established process as found in Minn. Stat. 169.14, Subd. 5.*

Parks & Recreation

Lee Kelly presented the requests for Marc Mattice, Director of Parks & Recreation:

1. *Support enacting a Legacy Amendment parks and trails funding formula into Statute that allocates a minimum of 20 percent of the total funds to regional parks and trails. Oppose efforts to reduce the share to Greater Minnesota. Allocate all funds above a threshold based on the previous year's allocations equally between Greater Minnesota, Metropolitan Parks, and the Minnesota Department of Natural Resources.*
2. *Support a general fund appropriation to pay for the Greater Minnesota Regional Parks and Trails Commission operating costs.*
3. *Support the LCCMR recommendation for \$3 million in funding for the Local Trail Connection, Outdoor Recreation and Natural and Scenic Area grant programs.*

Recommendation: Informational only.

Minutes submitted by Lee Kelly, County Coordinator

(End of 12-07-19 COTW Minutes)

12-11-18 COMMITTEE OF THE WHOLE MINUTES

On a motion by Husom, second by Daleiden, all voted to approve the minutes. The minutes follow:

I. 2018 Regional AIS Inspection Program

Chris Hector from the Greater Lake Sylvia Association began with a PowerPoint presentation (see attachment). He referred to Page 2, "Wright Regional Inspection Program." The Wright Regional Inspection Program (WRIP) was created due to a provision in State law that allows the creation of regional inspection stations for aquatic invasive species (AIS). The goal is to preserve the quality of lakes.

Also distributed were the following attachments:

- 1) A PowerPoint presentation titled, "2018 WRIP Review;"
- 2) A letter from the Initiative Foundation dated 12-10-18 regarding their support of the WRIP;
- 3) The "Wright Regional Water-Related Equipment inspection Program 2018 Final Report," and
- 4) Eight emails from constituents.

Hector turned to Page 3, "Wright County Delegation Agreement." The WRIP started in 2017. The Wright County Board adopted Resolution #17-44 on 9-19-17 accepting the Regional Aquatic Invasive Species Inspection Plan for East and West Lake Sylvia, Lake John, and Pleasant Lake. This pilot program was established to test whether regional inspection stations provide value and boater education, and to prevent the spread of AIS as stated in current Department of Natural Resources (DNR) procedures and manuals. The County agreed to provide one or more inspection stations with trained and certified inspectors. The County will receive \$1,275,306 in AIS State Aid over five years.

Christine Husom, County Commissioner, said lake associations are active partners in this endeavor, and play an important role in helping to solve the problem. Page 5 shows that eight County lake associations spent \$422,000 over two years (2016 and 2017) for AIS treatment and extra access monitoring.

Referring to Page 6, Hector said the goal is to demonstrate that WRIP can provide 100 percent coverage for partner lakes. The DNR study on which this program was based predicted that regional inspections would be ten times more cost effective than at the ramp. A typical lake with multiple accesses is hard to staff, and the staff will be mostly idle. Not every day is busy. On those days, utilization of that resource is very low. Consolidating that resource in a regional center makes better use of dollars spent on inspections. WRIP is a three-lake pilot, but the program also took on decontamination for the entire County. In 2017, there were 40 days that WRIP could not afford to provide decontamination services. In 2018, decontamination staff was there from sunup to sundown every day of the boating season, with a goal of keeping waiting times low.

Hector turned to Page 7, "The Problem: Pleasant Lake 2017 At The Access Staffing." The chart shows that inspections at that location were only available about four percent of the hours that accesses were open in 2017. Hector said that is not enough to prevent AIS from going into the lake. The most that can be done with four percent is education.

The graph on Page 8, "The Solution: WRIP Traffic By Day," shows typical inspection and decontamination traffic by day at an inspection site. The green bar is inspections, the blue represents decontaminations. The value of regional inspections is not found on a holiday. The value will be found on a low-volume day, such as Tuesdays. Hector said additional lakes could be added to the regional inspection site on all low-volume days, because he does not need to add more resources. The resources are untapped and ready to use. The white parts of the graph show assets that are not being utilized. That's where efficiencies are realized.

Alicia O'Hare, Water Management Specialist from Wright Soil & Water Conservation District, gave a synopsis of WRIP operations in 2018 as shown in the "2018 WRIP Review" presentation. The program operated from 5-10-18 until 10-21-18. Turning to the "Quick Highlights" page, O'Hare said the average wait time in 2018 was 30 seconds. There were 1,782 additional entering inspections compared to 2017. A comparison of the number of inspections done to the number of calls to law enforcement indicated 92.5 percent ordinance compliance. With the current staffing, O'Hare said they could do 82 percent more inspections (referring to the excess capacity Hector mentioned previously).

O'Hare referred to the "Increase in Coverage" page. Before the pilot program, there was only coverage when the inspector was at the ramp. Maximum staff at one time was five. Four ramps were monitored, and 12-11-18 Committee Of The Whole Minutes (cont.):

there was one decontamination station. With the WRIP, operations were conducted from ½ hour before sunrise to ½ hour after sunset throughout the boating season. A total of three staff worked inspections and decontamination. The WRIP provides multiple ramps coming to one regional location. The Ordinance only requires inspections before entrance.

O'Hare said the number of decontaminations decreased slightly in 2018 from 332 in 2017 to 242 in 2018. Inspectors said one license plate showed up at the decontamination site 63 times in 2017. In 2018, one license came to the site 7 times.

Regarding Ordinance Violations, O'Hare said 429 violations were reported to law enforcement, utilizing 1,592 labor hours at a cost of \$41,015. The law enforcement cost included 215.3 hours of labor in the amount of \$16,040. The WRIP 2018 budget did not cover law enforcement costs. The Wright County Sheriff's Office paid for these services.

When a tag was issued for a violation, 87.8 percent were returned within 1 day, and 8.1 percent within 1 week.

User feedback was mixed: 53 percent oppose the program, and 40 percent support it. O'Hare said support is stronger among lakeshore property owners, those who have received written information, live in the Annandale area, or prefer to cruise lakes versus fish.

O'Hare said the total site set-up cost for 2018 was \$61,238.99. The total 2018 operating costs from May 10 to October 31 was \$242,285.66. She said there will be a better cost benefit analysis in 2019 if more lakes are included in the program and the excess capacity is utilized. She said this program is not compatible with required exit inspections due to legislative and legal constraints. O'Hare suggested that decisionmakers pursue legislation, and that the SWCD encourage voluntary exit inspections.

Hector went back to the first SWCD presentation and addressed the "2019 Plan" page. He said this program was always envisioned as a regional effort available to all lakes. Five additional lakes are waiting to participate, as well as others who have indicated interest, potentially bringing in additional lake association and State dollars to the program. Duplication of law enforcement efforts will be eliminated with rovers continuing to patrol ramps and hand off violation data to law enforcement. Citations will be issued in 2019. Hector proposed that all lakes that fit within DNR guidelines be included in the program. Revenue and expenses for 2019 are projected at \$338,100.

Ann Pierce, Deputy Director of the Ecological and Water Resources Division at the Minnesota Department of Natural Resources, said this is the first local unit of government that has tried to implement what is written in Statute. The Statute requirements are written in broad language. This report shows what works well and what doesn't. Pierce said DNR staff appreciates the collaborative work done by the groups represented here today. They are evaluating the data submitted for 2017 and 2018 and have not yet determined whether more information is needed. The DNR only recently received the draft 2019 report and cannot comment at this time. The intent is to continue to work with the County.

Commissioner Darek Vetsch asked Pierce if the DNR will step up to help with the costs associated with WRIP. The administrative costs to collect data are astronomical. Pierce said the DNR requires standard data as well as inspection data. The DNR budget is not good. They had to eliminate some grants for AIS inspections due to a fund deficit.

Since the DNR cannot offer support on the administration side, Vetsch asked whether they intend to partner with the Wright County Sheriff's Office regarding law enforcement. Pierce said with any delegation order, no matter what type of enforcement, the enforcement is left up to the local unit of government. DNR enforcement officers can sometimes make it to AIS calls, but not always. There are not enough enforcement officers to focus on one county or program. Statute allows the DNR to delegate their authority to local units of government. Vetsch asked whether the County has latitude in enforcing the program. Pierce said the DNR is delegating the authority to the County that Statute directs to the DNR. Therefore, enforcement must be

12-11-18 Committee Of The Whole Minutes (cont.):

done according to DNR procedure. The County's authority (as delegated by the DNR) mimics the DNR's authority.

Chief Deputy Tod Hoffman said the 2018 enforcement model is not sustainable. The Wright County Sheriff's Office and Wright County cannot do this alone. The DNR must be involved with process structure and enforcement. He cited numerous Statutes regarding the powers and responsibilities of the DNR Commissioner, including establishing a Statewide plan to curb and prevent the spread of invasive species of aquatic plants and wild animals, and utilizing conservation officers or licensed police officers to implement and enforce the Ordinance. Compliance with the AIS inspection requirements is an express condition of operating or transporting water-related equipment. An inspector may prohibit water-related equipment from entering or exiting a lake. The DNR Commissioner may authorize conservation officers to enforce penalties. State Statute makes violations a misdemeanor and empowers conservation officers to issue citations.

Hoffman said he understands that this is a large issue. The Wright County Sheriff's Office does not have the capability of enforcing a County-wide Ordinance on AIS. He said the Sheriff's Office has neither the human resources or the mandate as a public safety entity to enforce a natural resources issue. He questioned whether this was the best use of the Sheriff's resources. The length of time it took to investigate an AIS issue was comparable to a domestic disturbance call. Hoffman said the duties could be given to park rangers. The best way to continue providing enforcement services under the Ordinance would be to treat it like a contract city. He estimated that it would cost roughly \$95,412.80 in 2019 to perform enforcement duties for the four original lakes plus five additional lakes in the WRIP. This type of contract is with the County Board. Anything above the nine lakes would be more. It is the opinion of the Sheriff's Office that enforcing the AIS Ordinance should not be a licensed deputy's role. The \$95,412.80 figure is the cost to utilize seasonal special park rangers to fulfill these duties.

Commissioner Borrell asked Pierce whether she could stay for the 1:30 PM meeting regarding County Ditch 31. She said unfortunately she would not be of assistance since she does not work on that issue. Pierce added that regarding law enforcement of the Ordinance, the DNR would love to talk with the County, although they have no proposals.

Vetsch said DNR conservation officers are charged to enforce protection of natural resources. What will the DNR do?

Pierce said the issue is enforcement of the Ordinance. Enforcement is a priority for the DNR. She invited continued conversations with the County and the Sheriff's Office.

The meeting recessed at 12:46 PM and resumed at 12:59 PM.

The meeting was opened for public comment.

Dewey Gunnerson, Mayor of Annandale: Gunnerson said the City is very concerned about the quality of County lakes, as they are very important to its communities and economy. There is an urgent need to figure out how to address AIS. On the other hand, thousands of people who enjoy sports are inconvenienced by the program, which causes them to go to other lakes. This adversely affects the City's economy. He said both sides need to hash this out. If the program stays isolated to a few lakes, Annandale's local economy will be hit. If it expands, sports enthusiasts will realize it is a widely-implemented program and will stay local. Gunnerson said the City is for the program, but they want to see results. The playing field must be leveled State-wide. Doing nothing is not an option.

Joe Shneider, President, Minnesota Coalition of Lake Associations: Shneider said several counties have been watching this program and are considering their own. He made three points:

- 1) The DNR is not going to protect the lakes in Wright County. They develop educational programs and are stretched across the State. Unfortunately, their programs aren't enough to stop AIS.
- 2) DNR data shows that 7 percent of lakes in Minnesota have AIS. It looks like a small problem, but it isn't. The largest and most popular lakes have AIS. Of the ten biggest lakes, nine or more have AIS. AIS prevention is not happening.

3) *Education and awareness programs do not change behavior. It is necessary to couple education and awareness with prompts and incentives to change behavior. The WRIP, coupled with education, will create change. If the County doesn't act at a local level and waits for the DNR to do something, AIS will get worse.*

Kendell Kubasch: *Kubasch has lake property on Lake Mary in Howard Lake. He opposes the WRIP, and said maximizing the capacity will not happen, the violations process is not efficient, and it costs too much to collect fines. Kubasch does not favor discarding the program. Something should be done. He suggested focusing on one lake and finding a remedy to get rid of one species.*

Jeff Burns, Wright Soil & Water Conservation District: *Minnesota has 27 AIS in the state. Michigan has 56; and Wisconsin has 80. He said although the WRIP isn't perfect, it is all the County has at this time.*

Karen Lohn, President, Cedar Lake Conservation Club: *Her association works tirelessly to preserve and protect the quality of Cedar Lake, and members work very hard. Their board committed \$18,000 per year for three years to be a part of this program.*

Jeff Forester, Executive Director, Minnesota Lakes & Rivers: *WRIP is based on other programs that are working well. Research has shown that the DNR and lake associations can't do it alone. The DNR hasn't had a budget increase for AIS since 1989. There are other AIS that are coming that are bad. It is very hard to fix a lake, and a good solution for most AIS has not been found. This is one of the best and most innovative programs in the State. Other people are considering similar programs. The data being produced by WRIP is very important to the State.*

O'Hare said the 2019 plan presented at this meeting is still in draft form. The final form has not been submitted to the DNR. She asked Heidi Wolf, DNR Invasive Species Unit Supervisor, whether she had comments to add before the final report is sent to the DNR. Wolff said the Commissioner's Office hasn't reviewed the report and cannot comment yet. They will provide a response to the 2018 report.

Commissioner Mark Daleiden said the County Board has a lot of questions before they decide. This meeting will be continued at a meeting at the end of January. He encouraged the public to watch the County website for information on the date and time.

Recommendation: Continue this meeting late in January 2019.

Respectfully submitted by Deb Schreiner, Administrative Specialist

(End of 12-11-18 COTW Minutes)

12-18-18 COMMITTEE OF THE WHOLE MINUTES

Daleiden moved to approve the COTW Minutes, seconded by Potter. Vetsch referenced the recommendation for a staffing study. He wanted to clarify that the Board has control over the hire and any decision with the firm. It was the consensus that is the direction. The motion carried 5-0. The minutes follow:

I. Sheriff-Elect Sean Deringer's Reorganization Plan

County Board Chair Mark Daleiden said this meeting is to continue the discussion of Sheriff-Elect Sean Deringer's reorganization plan from the 11-28-18 Committee Of The Whole meeting.

Deringer said he did not bring this request forward during the 2019 budget sessions as the campaign was still in process. He said all five candidates for Sheriff spoke about the immediate need for training for the Wright County Sheriff's Office (WCSO), especially in the areas relating to mental health, drug abuse, and addiction. Due to the 17 percent levy increase for 2019, Deringer said he reduced his original request for three immediate staff increases to the one Training Coordinator position.

Deringer said one-third of his staff will need to complete 16 hours of documented mental health and de-escalation training by June of 2020. The 16 hours is part of the 48 hours of training mandated by the Peace Officers Standard 12-18-18 Committee Of The Whole Minutes (cont.):

and Training (POST) Board that each licensed deputy must complete every three years. He has not identified a partner related to mental health training. Some psychiatric groups are already certified to provide this training at a charge of \$350 to \$500 per person. Most of the training the WCSO brings in averages about \$1500 per day. Deringer would like a Training Coordinator to meet with those types of organizations and other sheriff's offices to develop a best training practice.

Commissioner Christine Husom said the University of North Dakota has Minnesota – approved POST courses at a reasonable cost. There are also some free courses available through other organizations. There are other options. Deringer said those are the options he would like a Training Coordinator to explore. He would also like to send a few of his staff to “train the trainer” courses, who could then train the rest of staff. Deringer said the WCSO continues to take advantage of Department of Human Services grants to send staff to Crisis Intervention Team (CIT) training. Husom asked about POST dollar grants. Deringer said they are increasing, but \$350 per person smashes the budget. One staff person spends part of their time doing training documentation, but there is no one person devoted entirely to training. Several staff members organize different facets of training.

Husom wondered about the necessity of the Training Coordinator being placed at the Captain level. Deringer plans to incorporate the County's fifteen fire departments, Emergency Medical Services (EMS) professionals and three police departments. In the past, Deringer said these public safety partners have always been held at arms' length. He would like the WCSO to communicate more frequently and be a better training partner. This will create more efficiencies at no additional cost. Additionally, there have been six pursuits and three use of force incidents in the last week or two. These incidents need to be identified as training issues. He and staff are reading reports, watching videos, and documenting according to Department of Justice requirements. A Training Coordinator could identify and document all these things. Deringer said he is asking for one member of Command Staff, an increase of one position.

In relation to the Chief Operations position, Deringer said the proposed change to this position is supported by the current Command Staff and the union. The Chief Operations position would be responsible for year-end reports for city contracts, County Department Heads, the annual report, the partnership with the FBI regarding the proposed Tactical Center, and other complex and time-consuming tasks.

Deringer said a WCSO staffing study was discussed at the 11-28-18 meeting. He received proposals from Springsted and Matrix. The Springsted proposal will take six months, while Matrix indicated four. Each study would cost approximately \$80,000. Deringer said a study will help him identify needs so that staff time is spent wisely. He is considering changing the patrol schedule. The study will help him decide whether that is a good idea, and whether the current work flows are meeting industry standards. Deringer said it is not about increasing staff. He wants the trust of the County Board, and to be a good steward of taxpayer money.

Commissioner Michael Potter said the last study was done in 1973. It is time for an update. He would like the deputies to have a say to make sure the needs of the entire department are addressed.

Deringer said the study will take four to six months. After that, there will be follow-up. The Operations Chief will manage these projects. This position will allow him to backfill his old position. He believes the Training Coordinator position is an immediate need to best serve the WCSO and citizens. The WCSO documentation of training is not where it should be.

Deringer said he has updated numbers of \$645,000 from line item 201 and \$285,000 from line item 250 for a conservative total of \$930,000 in turnback dollars for this year. He said the WCSO does more with less.

Husom said her primary concern is that this request appears to create two Chief Deputies. Deringer's vision for a Chief Deputy is different from past ones. Deringer said the Training Coordinator would be a secondary position
12-18-18 Committee Of The Whole Minutes (cont.):

between the Chief Deputy and Captains. At the end of four years, this position would be reclassified as a Lieutenant position.

Commissioner Darek Vetsch said without a study, he cannot go to the public with this request. Husom said a study is needed to justify the cost to the public.

Deringer said deputies also need to train on nuclear, first aid, firearms, and use of force, in addition to the 16 hours of mental health and de-escalation techniques training. He is concerned that the WCSO will not meet the June 2020 deadline if a Training Coordinator isn't put in place until four to six months from now.

The consensus of the County Board was to let citizen Jean Holland make a comment. Holland said she is speaking for Mike Laurent, a former WCSO employee, who could not be here. Laurent had done training. He told Holland that documenting training could easily be done by a civilian.

There was discussion regarding funding a half time Training Coordinator position and delegating the documentation tasks to a civilian or postponing the WCSO staffing study. Chief Deputy Todd Hoffman said at the last meeting it was brought forward that the net additional cost of the Training Coordinator position would be about \$40,000 due to projected increases in boarding prisoner revenues.

Tom Kelly, County Attorney, expressed support for the WCSO.

Lee Kelly said the budget is set and the County cannot increase the levy. Daleiden said he understands both sides. He would like to see a study done. It will take six months to get answers. He expressed confidence that the WCSO could make things work until then. Potter said he agrees with Deringer's vision, but he thinks it is prudent to get the staffing study information and decide once the facts are in. He would have a hard time increasing the budget now.

Vetsch asked to see the two proposals before approving the position. Daleiden said no decision will be made until the 1-08-18 County Board meeting. At this point, the request for a Training Coordinator position will be denied. Daleiden asked Deringer to utilize the resources he has for at least six months until the study comes back. Daleiden asked Schawn Johnson, Human Resources Director, to work with the WCSO related to unions and job descriptions.

Recommendation: Authorize a staffing study for the Wright County Sheriff's Office in the amount of approximately \$80,000 to determine the extent and scope of the request for a Training Coordinator, to be funded from Professional Services 100.

Minutes submitted by Deb Schreiner, Administrative Specialist.

(End of 12-18-18 COTW Minutes)

Commissioner Daleiden left the County Board Meeting at 10:35 A.M.

12-20-18 COMMITTEE OF THE WHOLE MINUTES

Potter moved to approve the minutes and recommendations. The motion was seconded by Husom and carried 4-0 (Daleiden absent). The minutes follow:

I. Proposed New Government Center

Bruce Schwartzman, Partner/Architect from BKV Group, said the schematic design phase is near completion. The next step in the process will be the design development phase where more detailed input from Department Heads and Commissioners is received. Following that is the construction document phase, bidding, and construction. The purpose of this meeting is to go through site plans, provide an update on the project, and answer questions. Schwartzman said they are looking for final direction regarding floor plans at this meeting. There will be an opportunity for final adjustments in the design development stage.

12-20-18 Committee Of The Whole Minutes (cont.):

Schwartzman said BKV met with the city of Buffalo recently. They are supportive of the plans. BKV plans to meet with them in early March for Planning & Zoning approvals. They are also going to engage housing developers regarding interest in the current Government Center property. The City's comprehensive plan shows housing in this location. They are interested in this development to generate revenue for the City.

Anthony Enright, Project Manager for BKV Group, said there are two options presented today. He referenced a PowerPoint presentation titled, "Wright County Government Center Schematic Design" (see attachment). There are also alternates within each option including parking layout, relocation of some Departments, and covered vs indoor parking. He said the Site Circulation Diagram shows traffic patterns. The next page illustrates the campus design which uses landscaping to buffer large parking lots and provide more green space per the City's request. Enright also stated there are about 1200 parking spots overall, not including the Highway Shop. This plan won't affect the Highway Department or the Law Enforcement Center parking counts.

Moving to the Site Plan page, Enright pointed out the service area on the south side, including the loading dock, trash compactor, access to covered fleet parking and alternate options with access to indoor parking. The License Bureau and main entrances are on the north side.

The proposed Ground Floor has about 6,000 square feet of shelled space for storage, program layout shifts, or for future build out. This floor houses the bay area for Health & Human Services, the facilities offices & dock, a medical clinic with a southern entrance, mechanical and electrical rooms, and family visitation suites.

The proposed Main Level includes the License Bureau, Veteran Services, the main lobby, the Board Room and adjacent conference rooms and offices, Administration, Auditor/Treasurer, Recorder, Planning & Zoning, and Assessor offices. Enright said part of the lobby area could include leased space to a coffee café. He said the Board Room was reduced from 120 seats to 100, since the room can be opened to adjoining conference rooms. The new Board Room is about 15 percent larger than the current one.

The proposed Second Level will be housed by Health & Human Services (HHS), with a public lobby and service counters, shared conference rooms, staff work stations, and other offices. The intent is to create an open design, so it can be modified or reconfigured in the future at a reasonable cost.

Enright said the Third Level houses only the Information Technology Department, training rooms, shared conference rooms, and a breakroom. Schwartzman said there is an ability to build out horizontally and vertically about 5,000 to 6,000 square feet per floor. In this scenario, the County has 15,000 additional square feet of space that could be added. The third floor would be another 40,000 square feet. Schwartzman said there is a premium cost to construct the building for future expansion, starting with the roof and bolstering the underlying structure. He said even at a cost of \$200,000 to \$300,000, it is worth considering as an investment for the future. From structural and safety design perspectives, he is comfortable that this would work for the next 50 to 80 years.

Commissioner Charles Borrell said given the cost to construct for future expansion, it may be best to finish the expansion or not design it at all. Schwartzman said given inflation, it would be incremental versus the cost down the road.

There was discussion about an outdoor seating area on the third floor. Enright estimated that would cost between \$30,000 to \$50,000. They would need direction from the County to add it.

Enright referred to the four front elevation illustrations. The exterior designer took color cues and materials from the Justice Center but used them differently. Discussion ensued regarding limestone, brick, and precast materials.

12-20-18 Committee Of The Whole Minutes (cont.):

Referring to the View From Southwest elevation, Wilczek requested that if covered parking was implemented, the canopy should extend as one structure across the middle as well and not just over the stalls so they don't have to be moved when plowing. There was discussion regarding underground versus above ground parking. An alternate version shows a fenced area with partial covering for fleet vehicles. Alternative options include adding 12 underground parking stalls, 32 underground parking stalls, 22 exterior covered parking stalls, exterior covered and secure parking stalls for 44 vehicles, and another alternative for a parking enclosure fence with remote gates.

Pete Filippi, Construction Manager from Contegrity Group, said the base project cost is \$284.11 per square foot.

Enright said the Level 1 Alternate page locates HHS Financial Services where Administration was in the first plan. Administration could move to the Level 3 next to Information Technology. Turning to the Level 2 Alternate page, Enright said if part of HHS moves to the first level, a portion of the second floor would be decreased according to a savings of about \$2 million.

The Level 3 Alternate page is reconfigured to locate Administration next to Information Technology. Both Departments told BKV that they would function well on that floor. There was discussion about locating centralized services in one area. Vetsch said that twenty years from now, other counties will have finance, human resources, and information technology all in one Department.

Enright said the first option did not allow room for Administration to expand. Adam Tagarro, Information Technology Director, said the third-floor option provides room for expansion. Wilczek said the third level expansion provides flexibility with department or structure shifts.

When reviewing the budget, Schwartzman said there is a \$2 million construction contingency and another \$1.2 million for design contingencies, for a total of \$3 million.

Vetsch said decisions made now will impact the five-year plan. He cautioned against making rash decisions now, especially if the goal is to stay under a double-digit levy increase next year. Daleiden said no decision can be made until there is a financial discussion after the first of the year. He suggested the first week of January.

Enright said Contegrity Group would like to bid in the spring. There will be lots of time to make decisions. Schwartzman said construction would start the summer of 2019.

Payment schedules were discussed. Vetsch asked Bob Hiivala, Auditor/Treasurer, to run projection numbers for the County Board regarding its impact on the bond payment.

Recommendation: Schedule a Committee Of The Whole meeting in the first week of January 2019 to discuss the fiscal portion of the proposed New Government Center project.

II. Sheriff's Office Range Project

Schwartzman opened with a PowerPoint presentation titled, "Wright County FBI Joint Tactical Training Facility Schematic Design" (attached). The plan is to work with the current firing range site and modify to fit the current needs. Schwartzman said the building is nondescript and simple in design. The road coming into the site will be gravel. There will be an eight-foot perimeter fence around the site with card control access gates, so people cannot accidentally wander in. The current berm by the rifle range will be utilized, as well as the training tower and small shelters. There will be a total of four outside training / shooting areas, with one of them being a more primitive three-sided range. Some limited lighting will also be added. One option instead of moving dirt for berms is a ballistic concrete wall. This would cost approximately \$228,000 more than a berm. The project cost includes the TRS bullet trap system that allows lead to be recycled. The price is based on using the bullet trap system. Jim Walden, Federal Bureau of Investigation (FBI) representative, said it is better to have a system to extract bullets

12-20-18 Committee Of The Whole Minutes (cont.):

versus digging them out of the berm. Sean Deringer, Sheriff-Elect, said the safety element is exponentially higher with the bullet trap system. Walden said the City of Rosemount has a bullet trap system that is more than twenty years old. They extract lead every few years. Deringer said the payback from the recycled lead won't completely offset the cost of the rounds, but all the money comes back to the County. The FBI does not require a share.

Schwartzman turned to the Level 1 floor plan with Tower diagrams for Levels 1 and 2. The building is utilitarian, designed to be solid and durable of pre-cast panels while providing needed space. There will be room for a receptionist, a larger conference room, a backup dispatch facility with four consoles, an indoor pistol firing range, and offices off the main lobby for the Sheriff's Office and the FBI.

Tagarro said this site will serve as an excellent backup facility for County Dispatch. Included in this budget is a plan to lay fiber out to the Tactical Center. Schwartzman said there will also be a use of force training room and other training rooms which could also be used in an emergency for agencies as a staging area. Deringer said the training rooms are divisible but seats 80 when opened. Schwartzman added that there will be a break room, storage, and a conference room by the entry which could be used as a public information meeting room. He said there is a garage area and gun cleaning & ammunition storage room. Level 2 offers a large space to do situational training. Enright said the mechanical penthouse is on the third level.

Turning to the Exterior Elevations slide, Schwartzman said the basic shell is a precast panel with corrugated metal panel on the second level for durability.

Deringer said the second level will allow them to train on-site without having to utilize space at Monticello or St. Michael Albertville High Schools.

Schwartzman said the total base construction cost is estimated at \$5.9 million. Discussion continued about the various alternates. Deringer said the expectation is not to have the backup Dispatch Facility as fully equipped as the main one at the Law Enforcement Center. Schwartzman said there is a six percent design and construction contingency. Vetsch said that wrapping this project with the new Government Center project would make this a \$58 million levy.

Deringer said the existing berms have been built up twice in the last twelve years due to erosion. The Parks Department sprays twice a year for weeks. The ballistic concrete walls will create a clean and practical range without long term maintenance. The indoor range would allow firearms training all year round and would save money on training at other agencies.

Recommendation: Assume a preliminary project cost for the Tactical Training Facility of \$6 million.

Minutes submitted by Deb Schreiner, Administrative Specialist.

(End of 12-20-18 COTW Minutes)

Commissioner Daleiden returned to the County Board Meeting at 10:37 A.M.

12-20-18 COMMITTEE OF THE WHOLE MINUTES (PM)

Potter moved to approve the minutes and recommendations. The motion was seconded by Husom and carried 5-0. The minutes follow:

I. County Administrator

Commissioner Daleiden opened the meeting, summarizing that at the last meeting, Commissioners had been directed to contact the County Attorney's office with any questions that they may have regarding this matter.

Borrell stated that he had met with L. Kelly regarding a concern that as Commissioner he should be able to continue to interact with department heads, as he does now. If L. Kelly is having any issues with a

12-20-18 Committee Of The Whole Minutes PM (cont.):

department head, then that should be communicated to the Board Chair. Daleiden noted that is what occurs now and does not see that changing. Daleiden further noted that there are matters that the full Board may not become aware of due to confidentially concerns, but that the information would eventually be shared.

Vetsch expressed that he does want to make changes, should it be small changes or rip off the band aid. Need to define roles of the Board such as Personnel matters, does it go to Board when it has a budgetary impact.

Potter stated that the County needs to go to an Administrator. The Board is the visionaries and the Administrator carries those out. The Administrator will know what the Board wants and will follow through, keeping the Board informed.

Daleiden asked for Vergin's insight, being a former City Administrator. She stated that there is a difference between City and County structures; such as there are less committees within a City structure. Primarily cities have Planning and Zoning and Park Commissions. Staff's role typically is to provide an overview of the matters being brought before the city council, with detailed reports providing information, pros, cons, facts, etc. Vergin suggested that members of the Board may want to go out to various city's websites to see what their agenda packets consist of.

Discussed Workshops, that they should be productive and well planned. Vetsch stated that his preference that items such as AIS and Sheriff's Re-organization would be done as standalone items in a COTW. It was noted that roles will be defined as the County works through this.

Discussed the open meeting law, and what data Board members have the authority to access. It was suggested that the Board may want to have a workshop to discuss data practices.

HHS Director Goodrum Schwartz stated until the Administrator role is resolved, she will hold the first HHS Board meeting of the year on January 14, and set the meeting schedule at that time for the first six months.

Reviewed the draft Administrator contract for L. Kelly. Consensus of the Committee was to strike out language in the first sentence in 9.b. "after serving 12 months of employment".

Discussed the organization chart of the County and Assistant Coordinator Vergin's role. Discussed moving some of the department heads under her supervision, as L. Kelly will be tasked with many other larger matters.

Vetsch stated that he would like to see her role defined, it is easier to do it now.

Commissioner Husom left, 2:20 PM

The group agreed that logistically would not be able to do this at the first meeting in January. Will hold another workshop to work through additional items. Would like to review an organizational chart for the County.

Discussed Vergin's current job description that was reappointed as Assistant Administrator, HR Director Johnson note that it does not include supervision of department heads, does not rate her as second in charge, only identifies her as second in command in the absence of the Administrator.

Recommendation:

- 1. Schedule a workshop to further discuss the Administrator / County structure.*
- 2. Attorney's office is to prepare necessary resolution(s) establishing Administrator position for consideration at the January 15, 2019 Board meeting.*
- 3. Administrator Contract for Board consideration at the January 15, 2019 Board meeting.*

Minutes submitted by Sue Vergin, Assistant County Coordinator

(End of 12-20-18 COTW Minutes)

12-19-19 OWNERS COMMITTEE MINUTES

On a motion by Borrell, second by Potter, all voted to approve the minutes and recommendations. The minutes follow:

I. Justice Center Updates

Mitch Paulsen opened the meeting with updates on the current construction progress and the short term schedule of activity.

6" raised floor along east wall will be getting poured next week, the precast panels will all be set with the exception of area A by next week, caulking perimeter precast joints will begin, interior framing will continue on 1 and begin on level 2 in the next two weeks, temp enclosures will be framed in for levels 0 & 1 with temp heating starting around January 1. Mechanicals will move forward with installation on level 1 once temp heat is in place. Kevin Currie stated the overall project schedule is on track. Area A is behind, but it is not critical to the rest of the project progress and moving forward.

Currie reviewed the project budget and noted the contingency which began at \$2,058,978.38 is now \$1,847,683.30. Extrapolating the same rate of change orders through the project would leave approximately \$1.4M at completion.

Currie noted current and active change orders. PR8 for door and frame changes still needs to be discussed further with Stronghold. They are stating they were given pre-bid instruction by BKV and ultimately their bid did not cover what was specified in the bid docs. BKV has stated there was no such direction given to them. PR16 for plumbing vent changes also needs a meeting for discussion. There is a disagreement on pricing and needs to be worked out amongst the group.

Wilczek brought up some concerns related to the vehicle salleyport on the east side of the building. He stated it does not appear that an ambulance would be able comfortably turn in to the door or that it would fit in the bay with the ability to properly load a gurney and keep the overhead doors closed. It was specifically requested in planning discussion that the salleyport be sized and positioned to properly fit an ambulance. BKV has provided some turning radius and fit models showing that it will fit. Wilczek pointed out that although it does appear the vehicle would be able to get into the overhead door, it appears very tight and does not like the configuration. He stated some concerns for being able to properly enter given the S path of entry a vehicle needs to take. Daleiden commented that he would like to walk the site after the meeting and will take a look.

A group toured the site and the current construction progress after the meeting was complete.

RECOMMENDATIONS: Continue forward and hold meetings regarding PR8 & PR16. Next meeting 1/16/19 @ 1:00 pm.

Minutes Submitted by: Alan Wilczek, Facilities Services Director

(End of 12-19-18 Owners Committee Minutes)

SCHEDULE COMMITTEE OF THE WHOLE MEETING RE: 2018 REGIONAL AIS (AQUATIC INVASIVE SPECIES) INSPECTION PROGRAM

On a motion by Potter, second by Daleiden, all voted to schedule a COTW Meeting on 2-12-19 at 3:00 P.M. to discuss the AIS Inspection Program.

SCHEDULE COMMITTEE OF THE WHOLE MEETING TO DISCUSS ADMINISTRATOR POSITION

Kelly said that it has been agreed upon to move forward with the transition structurally at the next Board Meeting. There are still logistical questions on meetings, committee meetings, workshops, and joining Health & Human Services Board Meetings into County Board. He said that will need to be clarified as well as the Assistant County Administrator position.

On a motion by Daleiden, second by Potter, all voted to set a COTW Meeting on 1-22-19 at 10:30 A.M. to discuss the Administrator position and Committee/Advisory Board assignments.

SCHEDULE COMMITTEE OF THE WHOLE MEETING, CLOSED SESSION, RE: PROPERTY LOCATED AT 3785 HWY 25

Kelly said the purpose of the meeting is to discuss a counter offer from the owner of the property. It will be held in closed session per MN Statutes.

On a motion by Borrell, second by Potter, all voted to set a COTW Meeting, Closed Session, on 1-15-19 at 8:15 A.M. to discuss the property located at 3785 Highway 25.

SCHEDULE COMMITTEE OF THE WHOLE MEETING, CLOSED SESSION LABOR RELATIONS, ON 1-29-19 RE: CLASS & COMPENSATION STUDY

On a motion by Husom, second by Daleiden, all voted to set a COTW Meeting, Closed Session Labor Relations, on 1-29-19 at 10:30 A.M. regarding the Class and Compensation Study.

APPOINTMENT TO THE GREAT RIVER REGIONAL LIBRARY (GRRL) BOARD (REPLACING POSITION HELD BY JIM SHOVELAIN WHO TERMED AT THE END OF 2018)

Potter stated that the GRRL Board is looking for a replacement for Jim Shovelain on the GRRL Board. He said Shovelain has done a fantastic job and will be hard to replace. Meetings are held Tuesday evenings. Interested parties should contact the Wright County Board members.

APPROVE BYLAWS FOR WRIGHT COUNTY AREA TRANSPORTATION ADVISORY COUNCIL

One or two commissioners will serve as liaisons on this Council and Vetsch asked whether the document needs to be modified to reflect this. Cities will make appointments as well. Brian Asleson, Chief Deputy Attorney, recommended that modification be made if that is the intent. Borrell asked whether this is necessary as Commissioners serve on the Trailblazer Joint Powers Board. Vetsch responded that it is encouraged by the cities. It also meets the MnDOT requirement for Sibley and McLeod County to do this. The Council holds three meetings per year. Asleson said the purpose of appointing a commissioner is to carry the message from the Advisory Council to the Joint Powers Board. It was consensus that the Section III, Membership, will be modified to reflect that one commissioner liaison will serve, and that it should be one of the Wright County Commissioners that serves on the Trailblazer Joint Powers Board.

Daleiden moved to approve the document as amended. The motion was seconded by Husom and carried 5-0.

CANCEL MEETING IN APRIL DUE TO FIVE TUESDAYS

On a motion by Daleiden, second by Borrell, all voted to cancel the 4-23-19 County Board Meeting.

RESOLUTION SETTING PER DIEMS

Daleiden moved to adopt Resolution #19-04 setting the per diems at \$50 and any meeting over four hours in length to be paid at \$100 (excludes elected officials). The per diem resolution will include the three additional meetings added to the Committee/Advisory Board Listing from earlier in the meeting. The motion was seconded by Potter and carried 5-0 on a roll call vote.

ADOPT RESOLUTION APPROVING CHARITABLE GAMBLING APPLICATION, FORM LG230, INTERNATIONAL ASSOCIATION OF LIONS ROCKFORD, GAMBLING SITE 3039 DAGUE AVE SE, BUFFALO MN 55313 (ROCKFORD TWP.), EVENT DATE 4-13-19

Daleiden moved to adopt Resolution #19-05 approving the Charitable Gambling Application, seconded by Potter. The motion carried 5-0 on a roll call vote.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Legislative Forum. Potter attended the event held on 1-02-19 at Buffalo Discovery School. School funding was the main discussion point.
2. Highway 55 Coalition. Potter was re-elected Chair.

3. Wright County Fair Board Meeting. Borrell attended a meeting on 1-07-19. The County Fair has been scheduled for July 24-28, 2019.
4. C.R.O.W./One Watershed One Plan. Borrell attended a meeting on 1-02-19. Discussions include who will be the fiscal agent or planning coordinator group for the One Watershed One Plan.
5. Minnesota Rural Counties. Borrell, Husom and Vetsch attended the meeting at the Wright County Government Center on 1-07-19.
6. Buffalo Safe Schools. Husom attended a meeting last week. Discussion on vaping continues and how to address this problem in the future. The 2018 fatality count in Wright County is three which is the lowest it has been. Efforts continue to work toward reduction in fatalities.
7. Blankets for Wright County Foster Children. Husom said a group donated 64 handmade blankets to Wright County foster children. The group includes the 1st grade of Delano Elementary, Annandale Girl Scout Troup 18155, and the family of Connie Haag-Kranz, Guardian Ad Litem.
8. Wright County Area Transit. Vetsch said the meeting held on 12-19-18 was to dissolve the organization and begin the process of transitioning to the Wright County Area Transportation Advisory Council.
9. Trailblazer Joint Powers Board. Vetsch attended a meeting on 12-19-18. There will be 32 buses on the road by the end of the month.
10. Bertram Advisory Committee. Vetsch said they looked at camper cabin options.

The meeting adjourned at 11:08 A.M.

County Board Minutes Submitted by: Susan Backes, Clerk to the County Board