



BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

MARCH 13, 2018

DATE APPROVED: MARCH 20, 2018

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

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

COUNTY BOARD MINUTES 3-06-18

On a motion by Vetsch, second by Husom, all voted to approve the 3-06-18 County Board Minutes.

REVIEW & APPROVAL OF THE AGENDA

The following item was petitioned to the Consent Agenda by HHS Director, Jami Goodrum-Schwartz: Consent Agenda Item E2A, "Refer To The 03/14/18 Personnel Committee Meeting: Request To Allow HHS To Work With Robert Half To Recruit A Temporary Accounting Technician." Borrell said he is not opposed to referring the item to Committee for discussion but is opposed to the request. Husom moved to approve the Agenda as amended, seconded by Borrell. The motion carried 5-0.

CONSENT AGENDA

Potter moved to approve the Consent Agenda as amended. The motion was seconded by Vetsch and carried 5-0:

- A. ADMINISTRATION
 1. Approve Charitable Gambling Application, Form LG220, 3 of a Kind, Event Site: Silver Bullet Saddle Club, 17363 County Rd 7 NW, Clearwater MN 55320, 7-21-18 (Clearwater Twp.)
- B. ADMINISTRATION
 1. Schedule Committee Of The Whole Meeting Closed Session To Discuss Pending Litigation, Mark Gorski & LuAnn Gorski vs. Wright County, On 3-14-18 at 3:15 PM @ Highway Building Rm C200
- C. ADMINISTRATION
 1. Add "Enterprise Resource Planning" To The 3-20-18 Committee Of The Whole Meeting Agenda
- D. AUDITOR/TREASURER
 1. Position Replacement:
 - A. Assistant Finance Director
 2. Acknowledge Warrants Issued Between 2-28-18 And 3-06-18
- E. HEALTH & HUMAN SERVICES
 1. Position Replacements:
 - A. Two 67-Day Temps
 - B. Accounting Clerk
 - C. Accounting Technician
 - D. Financial Worker
 2. Refer To The 3-14-18 Personnel Committee Meeting:
 - A. Request To Allow HHS To Work With Robert Half To Recruit A Temporary Accounting Technician
- F. SHERIFF'S OFFICE
 1. Refer To Personnel Committee Discussion On Hire Of Technical Application Specialist Above 12%
- G. SHERIFF'S OFFICE
 1. Request That Deputy Scott Albrecht Be Temporarily Classified As Sergeant, Effective 3-05-18

TIMED AGENDA ITEMS

BOB HIIVALA, AUDITOR/TREASURER

Hiivala introduced Ryan Kotila who was recently hired as Fiscal Officer in the Auditor/Treasurer’s Office. Kotila was welcomed.

Approve February Revenue/Expenditure Budget Reports (Cash And Modified Accrual Basis)

Hiivala made a presentation on the status of revenue/expenditures, which are on trend with last year. Potter moved to approve the February Revenue/Expenditure Budget Reports, seconded by Borrell, and carried 5-0.

DENNIS BEISE, SECRETARY - WRIGHT COUNTY FAIR BOARD

Request To Add A Building At The Fairgrounds

Beise presented on behalf of the Fair Board to gain approval for construction of a new building at the Fairgrounds. The building would be located near the Hopewell Fur Trading building, and include space for storage and an isolation area for sick animals during the Fair. The building will have 16’ sidewalls to accommodate the storage of large boats at other times of the year. Estimated cost of construction is \$100,000 and will be funded by the Fair Board. Beise said 68,000 people attended the Wright County Fair in 2017. The grandstand is required to have a safety inspection every ten years, and this will be completed in 2018.

Borrell moved to authorize the construction of a 60 x 120 pole building at the Fairgrounds. Borrell did not include an amount as the cost may vary for the building. Funding will be from the Fair Board (no funds from the County). The motion was seconded by Vetsch and carried 5-0.

Discussion followed on Beise’s request for the County to assist with leveling of the land and gravel for the site. Virgil Hawkins, Highway Engineer, said the County would have to purchase the gravel. The Board directed Beise and the Highway Department to review and bring back information on the cost.

VIRGIL HAWKINS, HIGHWAY ENGINEER

Award The Following Contract Bid: 2018 Seasonal Bid Contract No.1803 Sealcoating

Bids for this project were opened on 3-02-18 and are listed below:

Contract No.1803 Sealcoating

Engineer’s Estimate: \$825,000

Recommendation: Award To Pearson Bros. Of Hanover, Mn

<u>Name of Bidder</u>	<u>Bid Bond</u>	<u>Addm</u>	<u>Total Price</u>
Pearson Bros.			\$754,833.88
Astech Corp.			\$788,920.90
Allied Blacktop			\$856,080.25

(End of Sealcoat Bids)

At today’s County Board Meeting, Husom moved to award the 2018 Seasonal Bid, Contract No. 1803 Sealcoating, to Pearson Bros. of Hanover, MN at a cost of \$754,833.88. The motion was seconded by Potter and carried 5-0.

Award Various Seasonal Requirement Bids: Plant Mixed Materials, Equipment, And Pavement Markings

Bids for Plant Mixed Materials were opened on 3-02-18 and are listed below:

Recommendation: Accept All Bids

Plant-Mixed Bituminous Mixture (\$/ton). Budgeted Amount: \$545,000

<u>Name of Bidder</u>	<u>Bid Security</u>	Item 1	Item 2	Item 3
		SP 12.5	SP 9.5	Fine Mix 100
		<u>100</u>	<u>15,000 +</u>	<u>Loaded on County Trucks at Plant</u>
Hardrives, Inc. Rogers MN		<u>\$45.13</u> 100+ ton/day ----	<u>\$47.56</u> 100+ ton/day ----	<u>\$58.32</u> 100+ ton/day ----
Omann Albertville MN		<u>\$46.10</u> 100+ ton/day \$46.10	<u>\$47.40</u> 100+ ton/day \$45.05	<u>\$62.00</u> 100+ ton/day \$62.00
Mid-Minnesota Annandale MN	Yes	<u>\$50.40</u> 100+ ton/day \$49.40	<u>\$51.40</u> 100+ ton/day \$50.40	<u>\$69.00</u> 100+ ton/day \$59.00
Knife River Corporation Sauk Rapids MN	Yes	<u>\$42.00</u> 100+ ton/day ----	<u>\$43.00</u> 100+ ton/day ----	<u>\$60.00</u> 100+ ton/day ----

At today’s County Board Meeting, Potter moved to award all bids for Plant-Mixed Bituminous Mixture. The motion was seconded by Vetsch and carried 5-0.

Equipment Rental

Bids for Equipment Rental were opened on 3-02-18 and are listed below:

Recommendation: Accept All Bids

	<u>T & S Trucking</u>	<u>Jake’s Excavating</u>
18 CY Scraper/hr.		
Dozer/hr.		\$135 per hour \$6,750 total
Rubber Tired Tractor Mounted Backhoe/hr		
Hydraulic Excavator or Large Backhoe/hr		135.00 per hour \$6,750 total

T & S Trucking

Jake's Excavating, Inc.

Self-Propelled Pneu
Tired Roller/hr

4CY Front End Loader
(4WD pneu. tired)-/hr

Motor Grader/hr

Crawler Type Loader
(3 CY)/hr

2 CY Skid Loader \$115.00 per hour
(#1650 life capacity) \$5,750 total

½ CY Skid Loader \$84 per hour
(#1650 life capacity)/hr. \$4,200 total

10 CY Truck/hr.

10 CY Truck w/
snowplow & wing

Self-Propelled Pickup \$77 per hour
Sweeper/hr.

Trax-cavator/hr

247B Rubber Track
Loader 1950# Lift
Capacity 9' Dump

247B CAT
All-Terrain Loader

257 CAT
All-Terrain Loader

(End of Plant Mixed Materials and Equipment Rental Bids)

Pavement Markings – Contract #1804

Bids for Equipment Rental were opened on 3-02-18 and are listed below:

Recommendation: Award to Traffic Marking Service of Maple Lake, MN

<u>Name of Bidder</u>	<u>Bid Bond</u>	<u>Bid Amount</u>
Traffic Marking Service Maple Lake MN	Yes	\$373,240.00

<u>Name of Bidder</u>	<u>Bid Bond</u>	<u>Bid Amount</u>
AAA Striping	Yes	\$390,700.00
St. Michael MN		

(End of Pavement Markings bids)

At today’s County Board Meeting, Borrell moved to award all bids for Equipment Rental and to accept the low bid from Traffic Marking Service in the amount of \$737,240.00 for Pavement Markings. The motion was seconded by Husom and carried 5-0.

PUBLIC HEARING ON ORDINANCE 18-1, CHAPTER 31, POWERS OF SPECIAL DEPUTIES

At 9:32 A.M., the Public Hearing was opened. Greg Kryzer, Assistant County Attorney, said notice of the Public Hearing was published on 2-02-18. Notice was mailed to all townships and municipalities. No written comment was received. He was contacted by the Monticello City Administrator and answered the question posed. No public comment was received at today’s Public Hearing. Daleiden closed the Public Hearing at 9:35 A.M.

Discussion followed on the duties and equipment for this position. The position will be a sworn officer and possess the authority of a regular citizen with regard to detaining. Chief Deputy Todd Hoffman, Sheriff’s Office, said the equipment for this position is for defensive purposes only. The position will not be trained to make an arrest. The vehicle and uniform will differ from the Sheriff’s Office, as the intent is to make sure there is a delineation between a Deputy and a Park Ranger.

Potter moved to adopt Ordinance #18-1, Article I, Powers of Special Deputies, Chapter 31. The motion was seconded by Vetsch and carried 5-0. The language of Ordinance 18-1 follows:

§ 31.01 Special Deputies to Issue Citation in Lieu of Arrest

An ordinance authorizing the Special Deputies of the Office of the Wright County Sheriff to enforce all applicable state and local statutory and regulatory provisions governing zoning regulations, and parks, trails, water, boat, vehicle or traffic safety through the issuance of citations or other means permitted by state law.

(A) The County Board of Wright County ordains that Special Deputies duly appointed and sworn by the Wright County Sheriff are hereby granted the authority to enforce, through the issuance of citations and such other means as permitted by state law, the provisions of any state or local statutory or regulatory provision governing zoning regulations and parks, trails, water, boat, vehicle or traffic safety.

Enacting Clause

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

(End of Ordinance 18-1)

ITEMS FOR CONSIDERATION

3-06-18 COMMITTEE OF THE WHOLE MINUTES

At today’s County Board Meeting, Vetsch moved to approve the minutes. The motion was seconded by Husom. Potter requested that Kelly send thank you letters to those companies who submitted proposals. Kelly anticipates the contract with Springsted will be brought to the next County Board Meeting for approval.

I. REVIEW CLASSIFICATION AND COMPENSATION INTERVIEWS

The purpose of this meeting was to conduct interviews for the Classification and Compensation Study. There were eight (8) Request for Proposals (RFPs) received, of those eight, three were selected for the interview process,

3-06-18 COMMITTEE OF THE WHOLE MINUTES (cont.):

Springsted, Keystone Compensation and Bjorklund Compensation Consulting. Each firm was asked to answer a set of questions, which hereto are attached. Each interview lasted approximately 45 – 55 minutes.

TL Cox and Julie Urell represented Springsted; Saado Abboud represented Keystone Compensation; and Bob Bjorklund represented Bjorklund Compensation Consulting.

Upon completion of the interviews, the Commissioners and various staff members met to review the responses of the three firms in order to make a recommendation.

Overall the consensus of the group was to proceed with Springsted, however a concern was raised that the Appeal Process was not clearly defined within their RFP.

Recommendation:

1. To proceed with entering into a contract with Springsted, pending the clarification of the Appeal process, verifying the cost with the inclusion of the Appeal process and confirmation that with the Appeal process Springsted can still meeting the May 2019 deadline. HR Director Johnson will follow up with Springsted to clarify and confirm. When all is confirmed, the Contract will be brought to the Board for final approval.
2. Schedule a closed session with the Board and appropriate staff members for March 19 at 9:00 am. Purpose of the closed session will be to discuss labor negotiation matters as it relates to the Classification and Compensation Study.

(End of 3-06-18 COTW Minutes)

SCHEDULE A COMMITTEE OF THE WHOLE CLOSED SESSION TO DISCUSS LABOR RELATIONS STRATEGY, 3-19-18 @ 9:00 AM

On a motion by Potter, second by Husom, all voted to schedule the COTW Closed Session for 3-19-18 at 9:00 AM.

SCHEDULE BOND CAPITAL IMPROVEMENT PUBLIC HEARING FOR 4-03-18 @ 9:30 AM FOR JUSTICE CENTER

Kelly said this is the first step in securing bonding for the new Justice Center and funding of that project. On a motion by Potter, second by Husom, all voted to schedule the Public Hearing for 4-03-18 at 9:30 AM as part of the County Board Meeting.

ADVISORY COMMITTEE/ADVISORY BOARD UPDATES

1. Transportation Day at the Capital with the Transportation Alliance. Potter attended on 3-07-18. This is an annual event. Topics included the constitutional amendment for the dedicated sales tax option on auto parts, capital bonding bill, transportation funding, and the Trump infrastructure plan and federal legislation.
2. Attendance at Meetings. Potter asked whether attendance by Board members at meetings should be brought forth when it is possible that a quorum of the Board may be present. This could be done annually at the first meeting in January or as the meetings arise. Brian Asleson, Chief Deputy Attorney, said historically the Board has mentioned attendance at upcoming meetings during a Board Meeting. Posting notice is not required, but he encouraged the Board to notify the public. Even though the Board is not conducting County business at those types of meetings, questions may be asked. It was the consensus of the Board that authorizing attendance at meetings will be placed on Board Agendas when there could be a quorum.
3. Fair Board Meeting. Borrell attended a Fair Board meeting on 3-12-18. The Fair will be held July 18-22, 2018 and the entertainment will include Pullstart Diesel. Kelly is part of the band.
4. Southside Township Meeting. Husom attended the meeting held last week.
5. Buffalo Safe Schools. Husom said a meeting was held on 3-07-18. Discussion included school safety and practices. Buffalo Schools have been using lock down exercises for 20 years. She said students are starting to report things that are suspicious after the most recent Florida school shooting. Husom reminded the public that the Community Book Read Kickoff will be held at the Performing Arts Center on 3-15-18 as part of the Bounce Back Project.

6. Safe Communities of Wright County. Husom provided data from the annual fatality report, which reflects 7 fatalities in Wright County in 2017. Fatalities have reduced compared to ten years ago due to safety improvements on roads and in vehicles. Driving under the influence has reduced, however distracted driving has increased. She mentioned the Just Drive campaign and the importance of focusing on driving.
7. Central MN Joint Powers Board – Workforce Center. Husom attended a recent meeting. An exercise was completed to look at the future and how needs could change for the Workforce Center.
8. Public Works Labor Management Committee. Husom attended a recent meeting. The Highway Department will be present at the 2018 Fair. The Spring Safety Day has been cancelled due to training schedules. A more robust training is planned for the fall. There will be a training in Hinckley in early April for the 49ers. A map was provided of safety features being introduced this year. The Committee plans to hold quarterly trainings starting in 2019.
9. ERP Meeting. Daleiden and Vetsch attended a meeting on 3-09-18. Infotech will be presenting information to the Board at their COTW Meeting on 3-20-18 on Strategic Planning.
10. Ditch 33 Meeting. Vetsch and Daleiden met with the City of Monticello, Rinke Noonan, and the Attorney's Office staff on 3-13-18. Vetsch said the Ditch was previously turned over to the City but could come back to the County because the Ditch may not have officially been transferred (due to incomplete paperwork).
11. Functional Industries. Vetsch completed a tour of Functional Industries and encouraged other Board members to do so. He was impressed with the amount of resources that are offered to County residents, and described Functional Industries as an asset to the community.
12. Emergency Management Public Health Emergency Planning Meeting. Vetsch attended a meeting held on 3-08-18 which included an exercise to score potential risks in the County. A tabletop exercise will be held at the end of the month.
13. Coordinator Updates:
 - A. Kelly attended the Planning Commission Meeting to present information on the storm water pond for the construction of the Courts Facility.
 - B. Interviews are being held for the Assistant HR Director.
 - C. A recommendation will be brought to the County Board next week on janitorial services.
 - D. Electronic signage is being installed and the information is being updated/modified as needed.

The meeting adjourned at 10:10 AM.