



BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

APRIL 2, 2019

DATE APPROVED: APRIL 16, 2019

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 3-26-19

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

AGENDA

Matt Detjen, Ditch Coordinator, informed the Board that the meeting location for the 4-10-19 Committee Of The Whole Meeting, Public Hearing, on Ditch 10 will be held at the Highway Department in Break Rooms A, B, and C. The purpose is to review the Repair Report from the Engineering Firm ISG. Property owners on the Ditch have been notified of the meeting location. This information was provided as an update to the Board.

Potter moved to approve the Agenda. The motion was seconded by Husom and carried 5-0.

CONSENT AGENDA

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

A. ADMINISTRATION

1. Claim - Madden, Galanter & Hansen, LLP, Feb 2019 Services, \$2,625.02

B. ADMINISTRATION

1. Authorize Justice Center Furniture Specification Development with Intereum Directly Under The US Communities Cooperative Purchasing Agreement & The State Contract

C. ADMINISTRATION

1. Authorize Attendance, Review Of County Board Space Design With BKV Group, 4-16-19 @ 10:30 A.M.

D. ADMINISTRATION

1. Refer Topics To The County Board Workshop On 4-09-19 at 9:00 A.M.:
 - A. Regional Transportation Coordinating Councils
 - B. Transportation Funding Resolutions
 - C. Legislative Update
 - D. Construction Management Contracts

E. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between March 20, 2019 And March 26, 2019

F. PARKS AND RECREATION

1. Position Replacement:
 - A. Park Maintenance Mechanic

G. PARKS AND RECREATION

1. Authorize Signatures On An Agreement Between Wright County, City of Monticello, And The MN Off-Road Cyclists For Continued Development And Maintenance Of The Single Track Mountain Bike Trail At Bertram Chain of Lakes Park

H. SURVEYOR

1. Refer To The 04/10/2019 Personnel Committee: 2019 Budgeted Position

TIMED AGENDA ITEMS**BOB HIIVALA, AUDITOR/TREASURER****Approve Resolution, Repurchase Contract For Tax Forfeited Parcel (PID 118-016-001140)**

Hiivala explained this approval involves the right of the landowner to repurchase the property. The proper fees and delinquent taxes have been paid. A map was provided delineating the parcel location. Discussion followed on requiring the parcel be combined with the main parcel. Brian Asleson, Chief Deputy Attorney, said the map reflects outlots that were separated from the main parcel. He did not think the County can require parcels to be combined but the property owner will be encouraged to do so.

Daleiden moved to adopt Resolution #19-39 approving the repurchase contract for tax forfeited property by Doug K. Jorges, the former owner, for PID #118-016-001140. The motion was seconded by Borrell and carried 5-0 on a roll call vote.

CHIEF DEPUTY MATT TREICHLER, SHERIFF'S OFFICE**Resolution To Accept A Restricted Donation To Be Used For The Wright County Mounted Patrol**

Treichler explained the Mounted Patrol is being brought under the umbrella of the Sheriff's Department. The Sheriff's Office will handle the finances, management, and oversight of the group. The donation being accepted relates to funds already raised for support to the Sheriff's Office. There is no budget impact to the Sheriff's Office.

Potter moved to adopt Resolution #19-40 accepting the donation of \$9,800.41 from the Wright County Mounted Patrol to be used for future Mounted Patrol activities. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

VIRGIL HAWKINS, HIGHWAY ENGINEER**Approve Concurring Resolution For The City Of Saint Michael To Place MSAS Designation On A Portion Of County Road 119 In Saint Michael. The MSAS Designation Would Allow The City To Acquire State Aid Funds, Based On The Needs Formula, For This Portion Of CR 119.**

In 2018, the City of St. Michael placed MSAS (Municipal State Aid System) designation on a portion of CR 119 (from CSAH 35 to Jamison Ave. NE). The City has requested to extend the MSAS designation on CR 119 from Jamison Ave. NE to Iffert Ave. NE (1.0 miles). The MSAS allows the City to acquire state-aid funds, based on the needs formula, for this portion of CR 119.

Daleiden moved to adopt Resolution #19-41 for the City of St. Michael to place MSAS designation on a portion of CR 119 in St. Michael. The motion was seconded by Husom and carried 5-0 on a roll call vote.

Approve Resolution Of Final Acceptance For Contract No. 1801 And Authorize Final Payment To Knife River Corporation, Inc. In The Amount Of \$820.00. Contract No. 1801 Included The Bituminous Paving of CSAH 3, From TH 55 To CSAH 2 (SAP 086-603-022) And The Bituminous Paving Of The 6' Wide Shoulders On CSAH 3 With Safety Grant Funds (SP 086-070-012). Final Value Of The Work Certified Is \$543,056.69

Funding sources include \$303,628.52 State Aid Regular Funds and \$239,428.17 HSIP Safety Grant Funds.

Husom moved to adopt Resolution #19-42, final acceptance for Contract 1801 and authorizing final payment to Knife River Corporation, Inc. for \$820.00. The motion was seconded by Borrell and carried 5-0 on a roll call vote.

Approve Resolution Of Final Acceptance For Contract No. 1810 And Authorize Final Payment To Knife River Corporation, Inc. In The Amount Of \$396.00. Contract No. 1810 Included Paving The Pedestrian/Bike Trail Along CSAH 12 (SP 086-090-007) For The County Parks Department Utilizing Funding From A TAP (Transportation Alternatives Project) Grant. Final Value Of The Work Certified Is \$447,702.30.

Funding sources include \$296,880.00 in Federal TAP Grant funds and \$150,822.30 in Parks funding.

Potter moved to adopt Resolution #19-43, final acceptance for Contract 1810 and authorizing final payment to Knife River Corporation, Inc. for \$396.00. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

OLGA STROBEL, IT BUSINESS SOLUTIONS MANAGERIntroduce David Angell, IT Developer

Strobel introduced David Angell who was recently hired as an Information Technology Business Solutions Manager. Angell was welcomed.

ITEMS FOR CONSIDERATION**3-19-19 COMMITTEE OF THE WHOLE (COTW) MINUTES**

At today's County Board Meeting, Daleiden moved to accept the minutes. The motion was seconded by Potter and carried 5-0. The COTW minutes follow:

I. Downtown Development Presentation

- *Anthony Enright presented residential development concepts prepared by BKV Group's housing department. The housing department works with numerous housing developers throughout the County and understands the balance of value, demand and the community interests. BKV Group met with the City to review the downtown master plan prior to developing these concepts. The concepts are purely to provide the County with a marketing tool to communicate added value to the property.*
 - *Concept A – main boulevard with large courtyard and maximizing lake views*
 - *394 housing units*
 - *5 buildings*
 - *Larger central courtyard, with smaller sub-courtyards*
 - *Concept B – maximize site for housing units*
 - *489 housing units*
 - *6 buildings*
 - *Lakeside pavilion*
 - *Concept C – hybrid to provide more units than concept A with one large courtyard*
 - *417 housing units*
 - *5 buildings*
 - *Surface parking and main large internal courtyard*
- *Discussion on the concepts*
 - *Commissioner Potter – believes developers will certainly have in interest in this site. City of Buffalo will ultimately decide the development of the site. Believes these concepts are in line with the City's downtown vision.*
 - *Commissioner Husom – questioned the process and relationship between City, County, and developers.*
 - *Commissioner Vetsch – clarified that the concepts are a marketing tool to use while reviewing the value of the property and to entice developers. The relationship with the City will be determined at a later date. Requested an electronic copy for the County's use.*

II. Design Development Phase Cost Estimate Presentation

- *Pete Filippi – presented the DD cost estimate.*
 - *Estimate shows the SD estimate compared to the DD estimate.*
 - *Concrete went up, masonry went down – due to structural shear design for the building.*
 - *Level 3 expansion is part of the base bid.*
 - *Underground parking is included in the base bid.*
 - *Fire pump will be considered an alternate to clarify the cost on bid day.*
 - *Cost of parking garage increased as it changed from a canopy cover to an enclosed roof and security gate.*
 - *Bid climate will likely be tighter than what the Justice Center had.*
- *Discussion on the estimate*
 - *Commissioner Daleiden – questioning earthwork number in DD estimate, asked to know Justice Center earthwork estimate – just over \$1 million according to Alan. Wanted details on “exterior improvements” portion of the estimate- includes landscaping, paving, parking striping, etc.*
 - *Commissioner Vetsch – reviewing bonding strategies based on split between Justice Center and Government Center.*
 - *Kevin Currie – change order for Justice Center should be put out at the same time as the bid documents for Government Center for best bids on the work.*

3-19-19 COTW MINUTES (cont.):**III. Topics for Construction Documents**

- **Parking Garage Alternates**
 - *BKV Group - discussed that underground parking is not a clean bid alternate for bidders and the outdoor covered parking is a great bid alternate.*
 - *Commissioner Vetsch – opposes the underground parking in the base bid.*
 - *Commissioner Potter – supports the underground parking as it will provide shelter for fleet vehicles and secure transfer of money to the bank.*
 - *Commissioner Vetsch – Covered parking could happen anytime in the future. Doesn't think that extra money for the parking options is in the budget for the project. Not convinced underground parking will increase life of the fleet vehicles. Would rather use armored cars for money transport. Points out that the underground parking is the most controversial part of the project from the public's perspective. Thinks this will trickle down to other departments claiming they need covered parking. Would be more interested in underground parking if it was under \$1 million. Thinks they could buy land and put a parking lot under \$1 million.*
 - *Commissioner Potter – points out underground parking would increase vehicle lifespan and points out this opportunity is now or never. Thinks in the future people will wish they had underground parking if it isn't built. Points out the security concern for auditor transporting money. Considering changing his vote if underground parking doesn't get built.*
 - *Commissioner Daleiden – asked why did covered parking increase from SD?*
 - *Pete Filippi– structural went from simple canopy to fully enclosed structure with roof.*
 - *Commissioner Daleiden – Not sure if underground parking will be useful 20-50 years in the future based on car technology. Asked for detailed breakdown on underground parking estimate – mechanical systems. Pete provided detailed breakdown including HVAC, plumbing, and controls numbers.*
 - *Commissioner Borrell – Underground parking would be best for future considerations. Thinks parking makes sense to build today.*
 - *Commissioner Husom – Exterior parking could be an alternate for capital improvements down the road.*
 - *Alan Wilczek – supports some version of covered parking because facilities staff cleaning off cars and contracted snow removal coming back costs the County a couple thousand dollars per event in staff & contractor expense. If the budget was projected lower would you then build it? Should build to the needs with longterm planning in mind.*
 - *Todd Hoffman - isn't convinced underground parking is worth the money – squad cars aren't parked indoors. Does not think underground parking should be built – based on past precedent of other projects. Worried about more cost to government project will be less money for tactical training center.*
 - *Sean Riley – is an advocate for building the underground parking to build correctly with enclosure.*
 - *Greg Kryzer - concerned if the building bids below estimate – commissioners would have wished they bid out the underground parking.*
 - *Commissioner Husom – brought up that the costs are an estimate and the true cost will be determined on bid day. The Courthouse project came in \$9 million below their projected bond.*
 - *Board decided to keep parking garages as a bid alternate to see the cost on bid day.*
- **Site acquisition to east of courthouse**
 - *No scope will be added to the Courthouse and Government Center projects regarding parking lots at this time.*
 - *Conduits stubbed out for future parking only.*
- **Café Design**
 - *Design team needs to clarify the café design to complete construction documents.*
 - *Commissioner Vetsch – would prefer to provide utilities, but not put in equipment for flexibility.*
 - *Commissioner Daleiden – would like to reach out to vendors to review options.*
 - *Alan Wilczek – Prefers to shell out space and stub the utilities. Shelled out space leaves more flexibility to the leaser. Lease details to be figured out later. County will work with Contegrity and BKV to find best option for cost/flexibility.*
 - *No grill or grease hood – but warming ovens should be considered. No open flame.*
 - *Commissioners agree to shell out café space – stub air and utilities. Work in the space will be determined with future vendor and cost incurred in a change order.*

3-19-19 COTW MINUTES (cont.):

- *Locker Rooms*
 - *BKV Group provided an option to move locker rooms to the lower level and shell the space on the third level.*
 - *Commissioner Daleiden – Thinks wellness belongs on Level 0.*
 - *Commissioner Vetsch - Question is what to do with shelled space on level 3.*
 - *Discussed space could be used for future offices or conference room space.*
 - *Alan Wilczek – departments prefer wellness on Level 0.*
 - *Decision made to proceed with Wellness and Locker rooms on Level 0.*
- *Campus Sitework Procurement*
 - *Pete Filippi – met with County Attorney’s office to review options for sitework procurement. Some portion of the sitework needs to be built/modified during the courthouse project.*
 - *Kevin Currie – site work for government center needs to be done before next winter to open the Courthouse in Spring of 2020.*
 - *Brian Asleson - reviewed procurement law and determined the sitework for the government center needs to bid. A change order will be issued for the Courthouse project to modify the scope to meet the added work.*
 - *Alan Wilczek – added that if the county removes a significant scope of work for the current Courthouse contractor they would potentially have grounds for loss of overhead and profit.*
 - *Contegrity will work with BKV Group to find a balance for the Courthouse contract PR and Government Center bid. Contractors will need some portion of the government center site for lay down areas.*
- *Schedule Review*
 - *Workshops in April – most of workshops will be with facilities.*
 - *Notice of Advertisement in May*
 - *Bid release end of May*
 - *PR to Courthouse project end of May*
 - *Bid opening in June*

COTW Minutes submitted by: BKV Group

(End of 3-19-19 COTW Minutes)

3-20-19 OWNERS COMMITTEE MINUTES

At today’s County Board Meeting, Borrell moved to approve the minutes and recommendations, including approval for PR#23 for \$10,478.76. The motion was seconded by Potter and carried 5-0. The Owners Minutes follow:

I. Justice Center Updates

Paulson spoke to the short term schedule & progress. Air handlers will be arriving & lifted into place on Tuesday 3/26. Roofing has started this week and will continue across the main roof level from south to north. Borrell asked about the air handling units and how we will be able to gain access for a major replacements in the future. The group identified different planned methods including removable wall panels that were built in, partial unit removal when needed, or removal of the mechanical penthouse roof and replacement via crane if needed. Paulson continued on the schedule by stating the air barrier is going in now, windows are continuing on the south and west walls with exterior metal panels to follow.

Paulson stated the mechanical & electrical rough ins are essentially done for 1st floor and will be ready for inspections next week with sheetrock to follow. Level 2 is approximately 80% framed with mechanical installation underway, but not much work has occurred on level 3 yet because of the lack of a roof. Fire proofing will follow the roofing progress and then other divisions behind them. Concrete is expected in area A and level 0 in the next couple weeks.

Currie explained the long term schedule and that he needs to put more work into updating it. The roof is 2 months behind schedule, however the interior has been progressing rapidly. Overall, the project likely isn’t far behind even though the roof isn’t on.

Currie spoke on the budget and that the outlook is positive. The projected contingency at the end of project, if extrapolated out at the current rate, is \$1,333,183.

3-20-19 OWNERS COMMITTEE MINUTES (cont.):

Currie spoke on change orders and note they are at .8 % of the total contracted work so far. Nothing large has been coming in that would tip the balance significantly. PR#23 was presented and approval was requested as the cost requires is goes to the committee. The work includes power & outlet additions due to some items missed on the planset for the mother's rooms and the Jury kiosks. Total cost of the change is \$10,478.76.

There was discussion amongst the group about level 0 conduit stub-outs and creating a pathway for connection of the future new Government Center to the LEC generator. Wilczek stated he wants written confirmation from all parties involved that they are in agreement with the feasibility to extend the service before he will support the additional conduit and second boring under the LEC. There is a significant cost to the work and details need to be finalized before the plan is presented for approval. Enright is to coordinate a meeting between all parties to discuss the work and develop an agreed upon recommendation.

A question was brought up about cell phone coverage and there was clarification that cell signal extenders will be installed on the project by IT.

Enright asked about the BKV FF&E proposal and the status. Wilczek & Kelly spoke to the status and meetings that had occurred with other groups to discuss. Borrell recommended Wilczek & Kelly bring a recommendation to the board for approval.

RECOMMENDATIONS: Approve PR #23 for \$10,478.76. Next meeting 4/17/19 @ 1:00 pm.

Owners Minutes Submitted by: Alan Wilczek, Facilities Services Director

(End of 3-20-19 Owners Committee Minutes)

Discussion followed on the generator capacity. Lee Kelly, County Administrator, said confirmation was received that the generator in place has adequate capacity for additional facilities. Alan Wilczek, Facilities Services Director, said the calculations reflect the generator can run all three buildings 100%. A portable generator could be connected to feed the buildings if the generator failed. He proposed the County move forward with that plan. Relating to the conduits, he recommended proceeding with stubbing those to all locations including conduit for the generator and an additional boring under the Law Enforcement Center. A secondary boring relates to separate conduits to feed the Government Center site. One boring cannot accommodate the size required for all conduits serving both buildings. All parking lights would come from one source in the Justice Center. Wilczek would like to continue with the underground work so that the concrete can be poured within two weeks. The total cost for the referenced work is \$67,162.24.

Potter moved to approve the change order in the amount of \$67,162.24. The motion was seconded by Borrell and carried 5-0.

3-27-19 PERSONNEL / EMPLOYEE RELATIONS COMMITTEE MINUTES

At today's County Board Meeting, Husom moved to approve the minutes and recommendations. The motion was seconded by Daleiden. Daleiden explained that the Buffalo School District approached the County on the possibility of the School Resource Officer (SRO) because of the cost that the City of Buffalo charges for those services. He said the County needs to review what is being charged as part of a Committee Of The Whole (COTW) Meeting. He thought that meeting should be held after hearing from the City of Buffalo. Capt. Todd Hoffman, Sheriff's Office, requested a COTW be set prior to that if the intent of the Board to look at the funding formula. That could impact whether Buffalo School District requests an SRO. The Sheriff's Office would like to present ideas prior to the County Board making a decision. The motion to approve the 3-27-19 Personnel/Employee Relations Committee minutes carried 5-0. The minutes follow:

I. SCHOOL RESOURCE OFFICER STAFFING LEVEL

Sheriff Sean Deringer stated that the Saint Michael, Albertville (STMA) School District has requested an additional School Resource Officer (SRO) for the high school. Sheriff Deringer noted that STMA High School is the largest school in the County and the Wright County Sheriff's Office currently has one (1) SRO assigned to the school.

Deringer stated that he has also been contacted by the Buffalo School District about the possibility of providing SRO services beginning next school year. At this time, the Buffalo Police Department currently staff's two (2) SRO's to the Buffalo School district. Deringer stated that he is aware that the Buffalo School District may request a formal bid from the Sheriff's Office for SRO services. Deringer stated that he strongly believes that SRO positions are very

3-27-19 PERSONNEL / EMPLOYEE RELATIONS COMMITTEE MINUTES (cont.):

important and have a positive impact on the schools and the community. He commented that having these positions are very important for dealing with potential school threats and safety concerns for the students. Having SRO's in the schools not only allows them to more efficiently solve crimes, but it also lowers the time that other Sheriff personnel spend on calls for service that come from the various schools.

Commissioner Christine Husom asked how the additional SRO's personnel costs would be covered in the annual budget. Deringer explained the formula that has been used in the past has involved charging the school districts for nine (9) months of the deputy's wages, which typically ranges from \$38,000 to \$42,000 per year. SRO's are then reassigned to a patrol shift or a different work assignment during the summer months. Human Resources Director Schawn Johnson mentioned that the projected personnel costs does not include fringe benefits and other tangible costs (such as health insurance, uniform allowances, vehicle, etc.) that should be included in the overall costs for SRO services to the various school districts.

Sheriff Deringer also added that they don't have additional staff members that are trained as SRO's that can cover for employee leave requests. Chief Deputy Sheriff Matthew Treichler added that this is a challenge for the Sheriff's Office, they scramble to find other deputies that can fill in when an SRO is out of the office.

Sheriff Deringer noted that these positions require the completion of a week-long certification program through the State of Minnesota. This training must be completed prior to the beginning of the new school year. Deringer then added that if the additional SRO's were approved by the County Board the Sheriff's Office would have to post for these positions in May in order to have the positions filled by mid-August.

Commissioner Husom commented that this request needs to be brought to the Committee of the Whole because of the impact that it has on the County budget. Commissioner Mark Daleiden agreed.

Sheriff Deringer stated that he would continue to discuss the potential SRO needs with the local school districts and confirm the projected financial impact on the County in preparation for a future COTW meeting.

Commissioners Daleiden and Husom recommended that this item be referred to a Committee of the Whole meeting for further discussion.

RECOMMENDATION: REFER THE REQUEST TO ADD ADDITIONAL SCHOOL RESOURCE OFFICERS TO THE COMMITTEE OF THE WHOLE.

II. SHERIFF'S WELLNESS PROGRAM INITIATIVE

Sheriff Sean Deringer explained that initiating a wellness program for the Sheriff's Office was a very important issue for him during his recent election campaign. He explained that 2018 was the 2nd year in a row that the law enforcement suicide rate for deputies exceeded the number of on-duty law enforcement deaths. Although staff are required to be deemed physically and mentally fit for duty when they are hired, he commented that after years of being in the line of duty or being exposed to the various issues they are involved with on a day to day basis, that he would like to implement a new wellness program that promotes the benefits of staying in good physical shape, promoting good mental health, and the importance of civic engagement. The goal would be to increase staff participation in the wellness program for Sheriff's Office personnel and possibly use some county resources to provide an incentive to the employees that participate.

Deringer has given the task to the Sheriff's Office Engagement Committee to come up with some potential wellness related initiatives that would be of interest to the entire department. Sheriff Deringer stated that he would like to create a wellness program that is more geared towards the County's law enforcement personnel.

Human Resources Schawn Johnson agreed with the concept and would like to continue working with the Sheriff's Office and our labor attorneys on developing a draft wellness program that may be proposed to the affected collective bargaining groups during contract negotiations. He continued that this recommendation should be referred to union negotiations. Commissioner Christine Husom and Mark Daleiden agreed.

3-27-19 PERSONNEL / EMPLOYEE RELATIONS COMMITTEE MINUTES (cont.):

RECOMMENDATION: REFER SHERIFF'S WELLNESS PROGRAM INITIATIVE TO THE NEGOTIATION COMMITTEE.

Personnel/Employee Relations Minutes Submitted by Kathleen Brannan-Merritt, Administrative Specialist
(End of 3-27-19 Personnel/Employee Relations Minutes)

SCHEDULE COMMITTEE OF THE WHOLE MEETING RE: REQUEST FROM SHERIFF'S OFFICE FOR ADDITIONAL SCHOOL RESOURCE OFFICERS

Husom moved to schedule a COTW Meeting on 4-11-19 at 9:00 A.M. to discuss the request from the Sheriff's Office for additional School Resource Officers. The motion was seconded by Daleiden and carried 5-0.

3-27-19 TECHNOLOGY COMMITTEE MINUTES

At today's County Board Meeting, Daleiden moved to approve the Technology Committee minutes and recommendations. The motion was seconded by Husom and carried 5-0. The Technology Committees follow:

I. Enterprise Resource Planning (ERP) Update

A request for Board Action regarding ERP was presented at the County Board Meeting on Tuesday, March 26th to authorize negotiations with Oracle for the ERP Project. This was based on the ERP core team's recommendation of Oracle as the preferred vendor for an ERP solution. They were requesting authorization to proceed with negotiations with Oracle to determine final pricing. The Board approved the request, so the County will proceed with Oracle regarding final price and cost of ownership. Other topics include clarifying implementation and support expectations, as well as review of bundled packages available. During this same time the County will be internally reviewing modules to implement along with possible timelines for implementation. The cost for the ERP was discussed with \$2.7 million being the stated initial dollar figure with \$340,000 in ongoing maintenance with the first two years included. The two main functions the County is pursuing are Finance / Procurement and Human Resources. Lee Kelly, County Administrator, stated that ERP is still on schedule to present the final costs to the Board at a Committee of the Whole meeting in May.

RECOMMENDATION: Informational Only. Committee of the Whole to be scheduled at conclusion of negotiations with Oracle.

II. Office 365 Status Update

Teresa Friedsam, O365 Project Manager, stated that the licensing recently purchased and set to roll out mid-April, Microsoft EMS, Enterprise Mobility & Security, and Intune, is being implemented early due to recent security measures. MFA, Multi-Factor Authentication, which provides additional sign-in security measures to access the County network has been rolled out to all County Staff. Lee Kelly commended Department Heads and staff for doing a great job on ensuring all staff members were completing their MFA. There was some discussion of how MFA will work with accessing County data off-network. Cheri Nelson, IT Manager, responded that MFA will need to be completed at the beginning of any session. Friedsam added that from her experience it was not disruptive to her work. Additional steps in the rollout will be completed this week, IT members will be communicating with Departments and staff on any issues with system access. They appreciate everyone's cooperation to ensure County Network Security is maintained.

RECOMMENDATION: Informational only.

III. IT PROJECT PORTFOLIO UPDATE

Britta Holland, IT staff, presented the 2019 Quarter 1 Project Portfolio Recap. See attached document for presentation. She also reviewed the completed project, Sheriff Professional Standards Program, impact on end users, with ConnieMae Cooper, IT, noting this was the first project that underwent the entire project process.

RECOMMENDATION: Informational Only.

3-27-19 TECHNOLOGY COMMITTEE MINUTES (cont.):**IV. Open Gov**

Bob Hiivala, County Auditor and Treasurer, along with Lee Kelly brought to the Committee the option on the table to extend the OpenGov Contract for years four and five, with the opportunity to opt-out needing to be submitted prior to the 90-day renewal date, which is in September. OpenGov is a financial tool that has been utilized by County Staff to review financial data that is contained within the IFS financial application. It was originally purchased to streamline the review of financial data, as the Auditor Treasurer had received feedback that IFS was clunky to work with. Another feature of OpenGov was its ability to make data more transparent to the public. This was a goal of the software, but it was not seen to fruition. Commissioner Vetsch voiced concern that with ERP on the horizon there will not be available time for the Auditor Treasurer department to implement the transparency feature. Commissioner Daleiden noted that checks issued are also publicly available as part of each Board Agenda. Another concern of Commissioner Vetsch was the cost to usage ratio for OpenGov. The initial cost was \$60,000 with \$18,000 being the yearly support cost for year four and again in year five. The usage as reported by Hiivala was about 20-30 users, to which Commissioners Vetsch nor Daleiden felt justified in spending that amount for a low amount of staff usage. Christine Partlow, HHS Business Manager, added that Ryan Kotila with Auditor Treasurer has been a great resource for the County for utilizing the many reporting features within OpenGov. However, she has found that her team and fellow supervisors and managers have not been utilizing it, that they found it is not as intuitive as it first appeared. They do really appreciate all of Kotila's work with assisting staff with OpenGov. Todd Hoffman, Sheriff's Office, questioned if Oracle has an option for transparency with Public Facing data. It was advised for the ERP Committee to investigate this option. The Committee felt that due to the high cost and low usage of OpenGov, as well as the Public Facing feature having not been rolled out, that the County will opt-out of renewing year four and five of the OpenGov contract.

RECOMMENDATION: The Committee is advising that the County Opt-Out of the OpenGov contract for years four and five. The ERP Committee was advised to see if Oracle has a Public Facing module option available within the ERP.

Technology Committee Minutes submitted by Jennifer Rasset

(End of 3-27-19 Technology Committee Minutes)

RESCHEDULE 4-10-19 FINANCE / CIP MEETING

Kelly requested the 4-10-19 Finance/CIP Meeting be rescheduled to 4-24-19 at 9:00 A.M. The meeting is being held to discuss draft financial properties. Vetsch serves on the Committee and indicated he will be unable to attend.

Commissioner Borrell will attend the meeting as an alternate.

Potter moved to reschedule the meeting to 4-24-19 at 9:00 A.M. The motion was seconded by Daleiden and carried 5-0.

SCHEDULE COMMITTEE OF THE WHOLE MEETING RE: CAPITAL IMPROVEMENT PLAN (CIP) TIMETABLE

Kelly requested the Board schedule a COTW to discuss the General Obligation Capital Improvement Plan Bonding timetable and process.

Borrell moved to schedule a COTW Meeting on 4-12-19 at 11:00 A.M. The motion was seconded by Daleiden and carried 5-0.

APPROVE REIMBURSEMENT RESOLUTION FOR TACTICAL TRAINING CENTER AND NEW GOVERNMENT CENTER

Kelly said the resolution would allow Wright County to be reimbursed with bond proceeds for expenses incurred related to the Tactical Training Center and the new Government Center.

Husom moved to adopt Resolution #19-44 declaring the official intent of Wright County to reimburse certain expenditures from the proceeds of bonds to be issued by the County. The motion was seconded by Potter.

Daleiden said the County Board has not taken an official vote on moving forward with these two projects. Vetsch responded that this resolution means nothing if the projects are not bonded for. If bonding occurs at some point, bond proceeds would be used to cover expenses incurred. This will provide more options for reimbursement moving forward.

Borrell said he is not in favor of the new Government Center and so is hesitant to vote in favor of the proposed resolution. He previously voted to proceed with some of the planning and obtaining an end cost. He wants the Commissioners to know that if he votes in support of the reimbursement resolution, he may not vote for the project later. Husom said Commissioners need additional information to make a more informed decision on behalf of the taxpayers. It will depend on where the bids and bonds come in. Borrell asked for clarification on the purpose of the resolution. Vetsch said that the vote is not on the purchase of the bonds. It will allow use of the bond proceeds to reimburse architectural and design costs. Borrell said he will support the resolution with that understanding.

Kelly said there are still several decision points on whether to build the Government Center. This includes the CIP public hearing, acceptance of the final plans and bid documents, a decision on whether to go out for bids, a decision on whether to accept the bids, and award of the bids. The challenge for staff is there are certain periods of time when things need to be done. The bonding process takes several months, and the County should have started the financial piece and zoning process with the City of Buffalo. Staff have been moving forward based on the decision to continue through design development into construction documents. With regard to the Tactical Training Center project, the County agreed to accept funding from the FBI (Federal Bureau of Investigation) and contracts must be engaged by early July.

Borrell asked whether the vote can be split between the two projects. He is supportive of the Tactical Training Center but not the new Government Center. Vetsch said additional discussion on the two projects will occur at the 4-12-19 COTW Meeting. The motion to adopt Resolution #19-44 carried 5-0 on a roll call vote.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Fair Board. Borrell and members of the Fair Board plan to meet with Highway and Parks staff to look at the possibility of equipment donation when a piece of equipment is being replaced. He said the Departments may want to be compensated for the equipment. Potter said it warrants looking at if the equipment is being traded and the Fair Board can use it. Borrell also plans to talk with the Highway Engineer about the Fair Board's need for gravel. In the past the Highway Department has hauled for free as time permits and the Fair Board pays for the gravel. Borrell said if anyone wants to place an ad in the County Fair handbook, they should contact Dennis Beise right away. The cost is \$80 for a quarter page.
2. C.R.O.W. (Crow River Organization Of Water). Borrell attended a special meeting of the C.R.O.W. There is an overwhelming probability that the group will disband. They reviewed the mission of the C.R.O.W. Much of the effort is being taken over by the One Watershed One Plan organization.
3. Central MN EMS Region. Husom attended a meeting on 3-29-19. In 2001, there were 14 counties in the Central MN EMS Region and now there are 11 counties. Most recently, Sherburne County withdrew and joined the Metro Region. The group is reviewing the Joint Powers Agreement (JPA) language addressing withdrawal of members. The JPA currently includes a 60-day notice. With the group meeting quarterly, a meeting might not allow for adequate notice. The group made a motion to change the JPA to require a year's notice for withdrawal with the ability to negotiate a six-month timeline. Central MN EMS Region seeks more stable funding sources in an effort to continue providing grants to smaller fire departments for training and equipment. The personal incident management team was involved in 30 incidences in 2018 (1 in Wright County).
4. 4-09-19 County Board Workshop. The County Board Workshop on 4-09-19 will start at 9:00 A.M. because of the Quarterly Leadership Team Meeting at 10:30 A.M.
5. Joint Ditch Meeting. Daleiden attended a meeting in Glencoe on 3-29-19. The group discussed the update of the JPA being handled by Rinke Noonan. The revised JPA will be sent to county boards before the joint group meeting next year.
6. Joint Ditch 11 Meeting. Daleiden attended a meeting on 3-29-19 with McLeod County. The group approved the redetermination of benefits for Joint Ditch 11.
7. Tax Valuation Notices. Potter said notices have been sent on property values. Taxpayers with questions should contact the County Assessor's Office to make an appointment this spring (not at the Truth In Local Taxation Meeting held in the fall). Potter said property values are up. During the recession, property values were set low, and those values are just coming back.

8. County Administrator:
 - A. A meeting was held with Marco on printers. Efficiencies were found and a savings will be realized.
 - B. The Buffalo Planning Commission will review plans for the new Government Center on 4-08-19 at 7:00 P.M.
 - C. IT Director Position. The candidate pool is being expanded. Kelly expects an update soon.
 - D. Owners Committee Justice Center. Discussion occurred on leveling of the entire property to include the proposed new Government Center site. Daleiden asked whether current contractors could be utilized through a change order or if the site work will have to be bid. Brian Asleson, Chief Deputy Attorney, said the figure of \$300,000 was given for the additional site work. He recommends bidding to meet the spirit of the competitive bid law. The limits of the law may be pushed if the additional work is added as a change order to the existing contract at the Justice Center. Daleiden suggested a change order to include tying the Justice Center's landscaping to work into future development at the site. Asleson said that is his suggestion and is the detail they are working through at this point. Daleiden thought it would be good to bid the work for the new Government Center site while the contractor is still on location.

The meeting adjourned at 10:32 A.M.