



BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

APRIL 21, 2020

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

DATE APPROVED: APRIL 28, 2020

The Wright County Board met in regular session at 9:00 A.M. with Husom, Vetsch, and Daleiden present. Commissioner Borrell joined the meeting remotely. Commissioner Potter arrived at 9:37 AM.

COUNTY BOARD MINUTES 4-07-20

Daleiden moved to approve the 4-07-20 Wright County Board Minutes. The motion was seconded by Vetsch and carried 4-0 on a roll call vote.

COUNTY BOARD MINUTES 4-09-20

Vetsch moved to approve the 4-09-20 Wright County Board Minutes. The motion was seconded by Daleiden and carried 4-0 on a roll call vote.

AGENDA

Alicia O'Hare, Wright Soil & Water Conservation District, requested to petition an item onto the Agenda:

1. Appointments To The Water Management Task Force, Effective 4-21-20 Through 12-31-23:
 - A. Reappoint Jeffery Burns, SWCD Supervisory Appointment
 - B. Reappoint Doug Triplett, Township Representative
 - C. Reappoint Gloria Grant-Wynnemer, Citizen-At-Large

Daleiden moved to approve the request to petition this onto the Consent Agenda. The motion was seconded by Vetsch and carried 4-0 on a roll call vote.

CONSENT AGENDA

Daleiden moved to approve the Consent Agenda with the one addition by SWCD. Vetsch referenced Consent Item K1A, and requested removal for discussion. Daleiden amended the motion to include approval of the Consent Agenda with the removal of Item K1. The motion was seconded by Vetsch and carried 4-0 on a roll call vote.

A. ADMINISTRATION

1. Approve Voluntary Leave Without Pay Program, Eff. 4-21-20 Through 12-31-20

B. ADMINISTRATION

1. Adopt The Wright County Remote Worker Guidelines, Eff. 4-21-20

C. ADMINISTRATION

1. Approve & Authorize Signatures On The Labor Agreement With Wright County Deputies Association (WCDA) For The 2020-2022 Calendar Years

D. ADMINISTRATION

1. Approve And Authorize Signatures On A Memorandum Of Agreement (MOA) With The Wright County Deputies Association (WCDA) Authorizing Fifteen Employees That Were Negatively Impacted Financially By Leap Frogging Issue That Were Addressed In The 2015-2016 Collective Bargaining Agreement A One-Time Market Rate Adjustment Of \$0.75 Per Hour That Will Go Into Effect Retroactively To January 1, 2020.

E. ADMINISTRATION

1. Refer To 4-22-20 Personnel Committee Meeting:
 - A. Department Of Motor Vehicles
 - B. Authorize A New Election Technology Coordinator Position

F. ADMINISTRATION

1. Authorize Signatures On Proposal With MP NexLevel LLC For Fiber To The Tactical Training Center

G. AUDITOR/TREASURER

1. Approve Transfer Of \$24,385.50 From Fund 41-Ditch Fund To 01-General Fund. These Are Grant Dollars That Will Be Used To Purchase Equipment For The Agricultural/Ditch Department.
41-610-000-0000-6910 Transfer Out \$24,385.50
01-522-000-0000-5910 Transfer In \$24,385.50

2. Approve Transfer Of \$11,800.00 From Fund 11-Human Services To 34-Capital Improvements Fund. These Funds Will Be Used For Dental Clinic In The New Administration Building.
 11-450-000-0000-6910 Transfer Out \$11,800.00
 34-163-100-0000-5910 Transfer In \$11,800.00
 3. Acknowledge Warrants Issued Between April 1, 2020 And April 14, 2020.
- H. HIGHWAY
1. Position Replacements:
 - A. Highway Technician I
 - B. Highway Technician II
- I. INFORMATION TECHNOLOGY
1. Refer To 04-22-2020 Technology Committee Meeting:
 - A. General Feedback
 - B. Project Updates
 1. ERP Implementation
 2. CAMA - Assessor
 3. Sheriff's Office Key Management System Upgrade / Expansion
 4. Fleet Maintenance Solution - Highway
 5. EDMS - HHS Social Services
 6. ISeries (AS400) Hosted
 - C. Review Active / New Requests
 1. HHS Call Center
 2. New Requests For Review
- J. PARKS AND RECREATION
1. Acknowledge Submittal Of The Wright County Parks And Recreation 2019 Annual Report
- L. SOIL & WATER CONSERVATION DISTRICT
1. Appointments To The Water Management Task Force, Effective 4-21-20 Through 12-31-23:
 - A. Reappoint Jeffery Burns, SWCD Supervisory Appointment
 - B. Reappoint Doug Triplett, Township Representative
 - C. Reappoint Gloria Grant-Wynnemer, Citizen-At-Large

Consent Item K1, Surveyor, Position Replacement, Survey Technician

Vetsch stated the position replacements for the County as a whole should be discussed. His understanding is that because of the COVID-19 situation, some position replacements may be on hold. He wanted more discussion if the intent is to replace the positions.

Lee Kelly, County Administrator, said based on discussion at the 4-14-20 Workshop Meeting, all positions will be reviewed before filling them. Approval of the position replacement by the Board doesn't mean the position will be filled at this time. Discussion will occur with the Administration Department as to the need. Vetsch said there may be a need to reallocate positions to other departments. He wanted to be sure that when positions are approved, it is setting a fair expectation for departments. Husom said needs are changing, and there are situations that they would not have anticipated a few months ago. Vetsch said when approval of a position replacement is on the Agenda, it doesn't mean that the replacement will occur. A lot of positions are on hold and the majority of open positions will not be filled at this time.

Vetsch moved to approve Item K1, Surveyor, Position Replacement, Survey Technician. The motion was seconded by Daleiden and carried 4-0 on a roll call vote.

TIMED AGENDA ITEMS

BOB HIVALA, AUDITOR/TREASURER

Approve March Revenue/Expenditure Budget Report

Daleiden moved to approve the Report. The motion was seconded by Vetsch and carried 4-0 on a roll call vote.

VIRGIL HAWKINS, HIGHWAY ENGINEER**Approve Speed Zoning Resolution For Segments Of CSAH 19 And CSAH 38. With The Recent Reconstruction Projects And Addition Of Five (5) Roundabouts And A Signal System On These Segments, The Speed Study May Authorize Posting Different Speeds Limits Than Exist Currently.**

Hawkins stated that action will allow determination of a safe and reasonable speed on the roads, allowing MnDOT to complete the studies. The selected segments of CSAH 19 and CSAH 38 are on highways that have been modified with improvements since the last speed zone study has been completed. The current speed zones on these segments are:

- Posted 45 mph on CSAH 19 (from CSAH 37 to CSAH 38)
- Posted 50 mph on CSAH 38 (from CSAH 19 to Martin Farms Ave); and statutory speed of 55 mph from that point east through the interchange with TH 101, to CSAH 42

With the recent reconstruction projects and addition of five roundabouts and a signal system on these segments, the speed study may authorize posting different speeds limits than exist currently.

Daleiden moved to adopt Resolution #20-27 approving the speed zoning resolution for segments Of CSAH 19 And CSAH 38. The motion was seconded by Vetsch and carried 4-0 on a roll call vote.

Approve Two (2) Resolutions For Changing The Designation Of The Following County Highways.

County State Aid Highway (CSAH) 41 Changes To County Road 114

County Road 138 Changes To County State Aid Highway (CSAH) 83

These changes in county highway route designation are in accordance with the direction of the Transportation Committee Of The Whole (TCOTW) recommendation made at the February 4, 2020 meeting. Minutes of the February 4, 2020 TCOTW were approved by the County Board at the February 18, 2020 regular County Board Meeting. Hawkins stated that the City of Buffalo will need to pass a concurring resolution.

Daleiden moved to adopt Resolution #20-28 revoking the designation of County State Aid Highway (CSAH) 41 and re-designating the roadway as County Road 114. The motion was seconded by Vetsch and carried 4-0 on a roll call vote.

Vetsch moved to adopt Resolution #20-29 re-designating County Road No. 138 as County State Aid Highway (CSAH) 83. The motion was seconded by Daleiden and carried 4-0 on a roll call vote.

ITEMS FOR CONSIDERATION**4-14-20 COUNTY BOARD WORKSHOP MINUTES**

At today's County Board Meeting, Daleiden moved to approve the Workshop Minutes not including the recommendations. The motion was seconded by Vetsch and carried 4-0 on a roll call vote.

Discussion followed on the recommendations from the County Board Workshop Meeting.

Daleiden asked whether the Board should discuss a possible furlough of employees which would allow employees to go on unemployment. He understands that with unemployment, there is an additional \$600 available to in addition to unemployment pay. He is unsure how this affects the County overall. Husom said the County will pay the same amount whether an employee is working or on unemployment. Daleiden viewed this as another option that could be considered. Husom asked that this item be placed on the next Board Agenda for discussion and to invite the Human Resources Director to the meeting.

Discussion at the Workshop included sending a letter to municipalities regarding the County exploring the option of forming an economic development authority (EDA). This would include the creation of a committee consisting of eleven to fifteen members representing local jurisdictions and other interested parties. It was the consensus of the Board that the letter should include a response deadline. Anyone interested in serving on the committee should include a statement on their expertise in economic development and their vision for the County in terms of economic development.

Potter arrived at the meeting at 9:37 AM.

Vetsch moved to approve the recommendations of the 4-14-20 County Board Workshop to include the additional language for the EDA letter and direction to staff to create policies. The motion was seconded by Daleiden. Vetsch clarified that the motion includes the modifications to the letter but does not include the creation of an EDA. The letter is to seek members for the EDA exploratory committee to decide whether to proceed. Borrell said he will vote against the motion as he does not want to proceed with the EDA.

Vetsch and Daleiden amended the motion to approve the Workshop recommendations excluding the recommendation on the EDA letter. The motion carried 5-0 on a roll call vote.

Vetsch made a motion to move forward with sending the EDA letter to municipalities for the creation of an exploratory committee, setting a response deadline of June 15, 2020. The motion was seconded by Potter carried 4-1 with Borrell casting the nay vote.

The 4-14-20 County Board Workshop Minutes follow:

The Wright County Board met in workshop session at 9:21 A.M. with Husom, Daleiden, Potter, and Vetsch present. Borrell was present remotely.

I. Schedule Meetings As Needed

This portion of the agenda was addressed at the end of the meeting.

Lee Kelly, County Administrator, noted committee meetings have been suspended. Alan Wilczek, Facilities Services Director, will continue to provide written updates on facility construction. The Technology Committee plans to meet next week via WebEx. Kelly said a number of Personnel items are on hold since there was a recruitment freeze due to COVID-19. He is assessing the impact the pandemic will have on the budget.

Jami Goodrum Schwartz, Health & Human Services Director, brought up her desire to talk with Human Resources and Administration about hiring four of ten positions that are vacant. These positions provide needed services to the community and are budgeted.

Discussion continued regarding whether preliminary budget discussions should begin earlier than usual due to the need to evaluate the impact from COVID-19. Administration will work with the Auditor's Office in developing budget information for the May workshop.

Kelly said a Trailblazer update is planned for the May workshop. A preliminary budget discussion could be scheduled at the same time. Vetsch said Trailblazer could be scheduled in June or later. Vetsch said he would like to schedule an overview of the WIC program from Wright County Community Action as well.

Recommendations: Add Preliminary Budget Discussions to the 5-12-20 County Board Workshop Agenda.

II. Economic Development Authority

Bruce Kimmel, Senior Municipal Advisor from Ehlers, presented a proposal via telephone regarding Ehlers' facilitation of a Wright County Economic Development Authority (EDA) establishment process. Kimmel said it is important to do the required steps as mandated by statute for the EDA Committee. This involves explaining to stakeholders how the County intends to use the EDA to guide County economic growth. Kimmel said the first two projects for the EDA would be to redevelop the current County Government Center property and the Health & Human Services site.

Brian Asleson, Chief Deputy County Attorney, discussed the option to sell the property without an EDA. He said it is possible, but the statutes are cumbersome. The County cannot do a partnership without an EDA. Darek Vetsch, County Commissioner, said the County needs as many options on the table as possible. Michael Potter, County Commissioner, said an EDA is another tool for the County. He wants to keep taxes low. Charles Borrell, County Commissioner, said the County is better off not having an EDA. If the County keeps taxes low, it will be fertile ground for business as it has been in the past. Borrell suggested trying to sell the Government Center buildings at an auction. Discussion continued regarding the merits of utilizing an EDA or selling the property without one.

Kimmel said there are a number of tools and greater powers available with an EDA. The County is free to use any of those tools as deemed beneficial. The first decision to make is whether to establish an EDA. Once an EDA is created, another set of decisions will be needed regarding how the County wants to use it.

Vetsch expressed concern about long market times, and suggested creating the EDA now and deciding later whether to use it to sell the properties. Then the EDA would be in place to use as needed.

Kimmel said an EDA would allow the County to apply for Federal funds that are not otherwise available. Most of these programs require an entity to come to the table with certain tools (such as an EDA) and a level of commitment. Without that, the State or Federal government will not be as willing to help the County achieve its objectives.

4-14-20 COUNTY BOARD WORKSHOP MINUTES (cont.):

Kimmel said that if the County focuses on the mandate for the Committee to be limited, the EDA process could be done within six months. Vetsch said he would rather wait to begin the process until June. Hopefully the COVID-19 situation will be under control by then and meetings will not have to be held remotely.

Kimmel said the County Board must discuss the composition of the EDA Advisory Committee. He suggested that the County Board begin discussions now about whom they want to invite to be part of the EDA Committee in compliance with State requirements. This could be done in June or July or whenever the Board decides. Mark Daleiden, County Commissioner, said the County must notify all the cities and townships and solicit input regarding which entities are interested in becoming involved. There must be a minimum of one township and one city official on this committee, among other requirements. Kimmel said the County has the option to ask for volunteers to serve on the EDA Committee.

Kimmel said actual hours worked by Ehlers would be billed at \$250 per hour. The total amount depends on the scope of work determined by the County Board. He estimated a maximum cost of less than \$10,000, or about 40 hours.

Kimmel outlined the areas Ehlers would help the County implement the steps required by Minn. Statutes 469.1082:

- 1) Kickoff meeting with the Wright County Board*
- 2) Notification to all local government units and development agencies within the County that the County is taking steps to establish a new County EDA*
- 3) County Board adopts resolution to create committee to recommend options for a County economic development service provider*
- 4) Facilitate process with the County to identify and select committee members*
- 5) Facilitate Committee meetings and a Draft Committee Report within 90 days of its initial meeting*
- 6) Facilitate County Board discussion and action on the committee's report to form an EDA or seek special legislation*
- 7) Coordinate resolutions electing to participate*
- 8) As desired, assist the County Board and EDA Board with the consideration and adoption of EDA policies and procedures*

Kelly said there are certain people in the County who are more interested in economic development than others. It is important that everyone knows that the County will initially be focused on repurposing the Government Center and the Health & Human Services sites. There will likely be other projects down the road for which the EDA could be utilized. The County Board has to comply with certain minimum statutory requirements and put forth a recommendation to develop an EDA, if they so choose.

Vetsch recommended that Ehlers and the Administration Department create a letter to the townships and cities that includes the goals for the EDA. Once the County Board has reviewed and approved it, the letter may be sent, and the EDA Committee can be established.

Kelly said he will work with Kimmel to draft a letter to the cities and townships. He will bring it to the 4-21-20 or 4-28-20 County Board as an Item For Consideration. The Board may choose to act on the matter at that time or refer it to a Committee Of The Whole.

Recommendations: Administrator Kelly will work with Bruce Kimmel of Ehlers to draft a letter regarding the establishment of an EDA Committee. Kelly will bring it to the 4-21-20 or 4-28-20 County Board Agenda as an Item For Consideration. The Board may choose to act on the matter at that time or refer it to a Committee Of The Whole.

III. Jurisdictional Transfer Braddock Ave. and CR147

Virgil Hawkins, Highway Engineer, distributed a status report on the jurisdictional transfer of Braddock Avenue and CR 147. Also distributed was a draft Cooperative Agreement 20-53 between the County of Wright and Buffalo Township related to this transfer. Hawkins said as part of this Agreement, the County would reimburse them for three years of maintenance costs following the transfer. Since the Agreement was drafted, Hawkins said they learned that there is a stretch of 380 feet on half the road on the east end of CR 147 that is in Rockford Township. Hawkins has reached out to Rockford Township in hopes of negotiating something with them as well. The Township indicated they will discuss it at their next Town Board meeting. No agreement has been reached yet. Although only a small piece of road, the process requires a public hearing at each Township because it is a turnback. Once agreements are reached with both Townships, public hearings would be held at each Township. Following that, Hawkins would bring resolutions to the County Board to adopt the jurisdictional changes. Hawkins said the Agreement he drafted for Rockford includes three years of maintenance costs, similar to the Buffalo Township Agreement. Rockford Township said they will work something out with Buffalo Township regarding snow plowing.

Recommendations: Informational only.

4-14-20 COUNTY BOARD WORKSHOP MINUTES (cont.):**IV. CMRP (Central Mississippi River Regional Partnership) Update**

Vetsch said the CMRP hoped to have a sample survey out by now, but that was delayed due to COVID-19. They are still in the process of creating a survey to push out to jurisdictions to get community engagement. The project itself is called Framework 2030. Planning NEXT is the consultant. They are creating a guide book for regional planning in this area. Vetsch emphasized that CMRP does not have planning authority. It provides a cross-jurisdictional planning perspective to provide the greatest value and the highest quality of life for the region. Regarding the river crossing, CMRP is considering the needs of all jurisdictions and how they would be affected. The goal is to take a wholistic view of the region. Every CMRP Partner is required to keep their individual jurisdictions updated.

Resolutions of Concurrence and PowerPoint presentations are forthcoming from CMRP. Vetsch said the group is not trying to adopt a new land use plan. CMRP will make some recommendations for the future. Each jurisdiction will control their land use. CMRP recommendations will be based on compiled data and community input.

Recommendations: Informational only.

V. Coronavirus (COVID-19)

Kelly asked for clarity regarding how the Board wants to communicate the policy related to Wright County Working Remotely Procedures During a Public Health Emergency. He distributed a draft document with the same title. Kelly said his understanding is that the goal remains to keep as many employees as possible working remotely out of the office. He stressed that employees need to be responsive, whether that means a one-hour time frame, or is left stated in general terms. Employees must use their Paid Time Off (PTO) or vacation leave if they are at home but working on chores or doing other nonwork-related activities.

Kelly asked whether the County will require employees to use sick time if they are ill. If so, he assumes that will be noted on the COVID-19 line on timesheets. Currently there is a line titled COVID-19 Working Hours and another COVID-19 Nonworking Hours. If an employee is working home remotely, those hours are tracked under the COVID-19 Working Hours. If at home but not working, the COVID-19 Nonworking Hours would be noted. Kelly said he assumes the County will continue to track those hours.

Kelly commented that if an employee who is working remotely only has five hours of work, they should contact their supervisor and request more work. Supervisors must ensure there is sufficient work provided. Departments should discuss between themselves regarding what tasks they have that could be done by someone outside of their department.

Kelly said his understanding is that employees will now use their Paid Time Off (PTO) / leave time if they are not working, or there is no work, or if they are sick. He asked for clarification on that point.

Kelly also discussed at the 4-09-20 County Board meeting that there were some forthcoming policies, such as Voluntary Leave Without Pay. Some employees that have plenty of leave accrued may choose to go unpaid at this time (within a reasonable amount) rather than use up their PTO or leave accrued hours.

Daleiden said a lot will depend on the Department Heads. They are responsible for knowing whether their employees are working remotely. Kelly said employees should also check in with their supervisors regarding their work loads and whether they need more work. They should also let the supervisor know if they need a day off or will not be available to work.

Vetsch asked whether the County is subject to the 80 hours of additional paid sick leave under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Kelly said his understanding was that the CARES Act applies universally. Schawn Johnson, Human Resources Director, said that County falls under the CARES Act as it is a government agency. The number of employees doesn't matter for a government agency. Daleiden said County employees are eligible for an additional two weeks of sick leave if they are sick with COVID-19 or caring for someone who is, along with the other parameters as defined in the CARES Act. Johnson said the pay varies depending on whether the employee is sick, or they are caring for someone else. Due to the complexity of the CARES Act, Johnson requested that employees who may fall under those guidelines contact a County Human Resources Representative. Daleiden said that message should be communicated to employees. Johnson said the CARES Act sick leave is available to employees until the end of 2020.

Johnson clarified that the CARES Act policy states that an entity has to have 500 or less employees. His understanding after talking to the County labor attorney is that government agencies are required to provide the additional sick leave through the COVID-19 legislation, which means all County employees are eligible. Depending on which scenario an employee falls under, they would be paid either 2/3 of their sick leave or 1/3. Employees may also compensate for the remaining balance with their regular sick leave or PTO hours to make their paycheck whole. Employees will have to work with Payroll on the details. Because

4-14-20 COUNTY BOARD WORKSHOP MINUTES (cont.):

of the challenge related to this situation, employees should reach out to Human Resources staff. Johnson said he sent information to Human Resources staff with additional guidance on this matter. With the assistance of the County labor attorney, Human Resources is putting together forms that outline the six different criteria required to be eligible for the CARES Act leave. The Family Medical Leave Act law (FMLA) changed because of the Emergency FMLA, so those forms had to be modified as well.

Recommendations: Administrator Kelly will draft communication for employees regarding the Voluntary Unpaid Leave policy, expectations of staff and supervisors regarding accountability when working remotely, and availability of additional sick leave through the CARES Act. Kelly will forward these items for action at the 4-21-20 County Board meeting.

The meeting adjourned at 10:45 A.M.

4-14-20 County Board Workshop Minutes submitted by Deb Schreiner, Administrative Specialist
(End of 4-14-20 County Board Workshop Minutes)

PROPERTY TAX PAYMENTS

Kelly said the County has reached out to cities, townships and school districts for input on two options relating to property taxes. The options are being considered by other counties in the region and include:

1. Delay the due date of property tax payments
2. Keep the due date at May 15th and impose a reduced penalty for late payments

Hiivala requested feedback from municipalities on the preference to delay tax payments or impose a smaller penalty. Some eastern counties have recognized residents need relief so are looking to postpone the property tax payment due date, some school districts say they need the tax dollars and support a reduced penalty for late payments, and some responses indicate a need to borrow funds for debt service. Hiivala said the County's tax levy is large, and a good reserve balance is maintained for debt service.

Vetsch made a motion to reduce the penalty for late payments on property taxes from 8% to 1% in May and June and to 2% for July. He said this is following a similar practice of a majority of counties. Hiivala said if the State does not take action, that is what he would recommend. The motion was seconded by Daleiden. Potter said in his time as Commissioner, he has asked the Board to push for six months of operating reserve. This situation is an example of why this should be done.

Potter said deferral of the tax due date might result in unintended consequences, such as delayed payments by others who would pay on time. Large taxpayers might choose to invest their funds elsewhere until the taxes are due. Daleiden said the Auditor's Office collects the state property taxes for businesses and asked about the remittance to the State. Tammi Vaith, Chief Deputy Auditor/Treasurer and Property Tax Administrator, stated the amount remitted to the State is based on what is collected. Borrell said his vote will be based upon the recommendation of the Auditor/Treasurer. He does not want this to be labor intensive. Hiivala restated that he supports the motion. The motion carried 5-0 on a roll call vote.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Fair Board. Borrell was in contact with Dennis Beise of the Fair Board relative to the Wright County Fair scheduled for this summer. They will hold off on cancellation as long as possible. There is a deadline to print the County Fair guide books. However, the County Attorney's Office reviewed, and a digital version is acceptable past the print deadline. Because of the possible impact on attendance from COVID-19, one option would be to wait until next year to host the 150th Celebration of the Fair.
2. I-94 Project. Potter noted that the project has received funding from the Corridors of Commerce for the portion from St. Michael to Albertville, and supplemental money was received for the portion from Monticello to Clearwater. The missing piece is from Monticello to Albertville. Application was made to the BUILD (Better Utilizing Investments to Leverage Development) Grant, but funding was not awarded. Relative to the supplemental infrastructure bonding that is being done at the federal level, there is consideration being given to completion of the west bound portion of I-94 from Albertville to Monticello. The east bound portion could be completed at a later time. He believes the funding mechanism is where the hang-up lies. He has heard projections of \$70 million total cost for that portion. At a cost of \$35 million for the west bound portion, he thought it would be more palatable for the state and federal government. The west bound portion matches the State's guidelines for traffic to flow out of the metro area. Potter said Congressman Tom Emmer has been instrumental in being at the forefront of this topic.
3. Highway 55 Coalition. Potter announced a webinar meeting toward the end of April with WSB regarding Tamarack Avenue in Medina.
4. Great River Regional Library (GRRL). Potter stated that some GRRL locations have implemented curbside pickup for library materials, similar to the locker system in Sartell. The GRRL Board met last week and budget discussions have started. The GRRL has a good reserve that is being used to counteract the effects of COVID-19. He does not expect an increase in the budget for next year, with the exception of the tax capacity portion that could increase the County's share.

5. AIS (Aquatic Invasive Species) Committee. Vetsch and Husom attended a meeting via zoom last week. A grant treatment allocation was made for lakes. The group discussed applying to the educational behavior grant. The DNR (Department of Natural Resources) has twelve \$5,000 grants for behavioral change. If the grant is received, bait disposals will be placed at a number of landings. There is also an AIS detector sponsorship available. There are two people with this designation in Wright County who are certified to search for AIS. The training is available through the Extension Office, University of Minnesota. Husom feels positive about the AIS Committee, which includes a cross section of people representing different areas.
6. MEADA (Mentorship, Education and Drug Awareness Coalition). Husom said the group met via zoom. Discussion involved the nine-month action plan. A grant will be applied for through drug free communities and will be used to provide educational materials.
7. KRWC Radio Show. At last week's radio show, Husom presented information on the topic of COVID-19.
8. Association Of MN Public Safety Meeting. Husom attended a meeting via zoom where information was provided on what is occurring in the State. Incarcerations are down 50% since March 1st, but the incidence of domestic assaults and car thefts are up. Also discussed was the robust plan court services has in place to assist clients and keep probation agents safe.
9. Safe Harbor. Husom attended a webinar with this group.
10. Wright County Community Action (WCCA). Daleiden and Borrell attended a meeting last week via skype. The program to deliver meals to seniors has expanded dramatically. Trailblazer Transit, Public Health, and Head Start bus drivers have aided in delivery. Another option may be dry meals through Homeland Security in case the frozen meals are not available. Anyone interested in the program should contact WCCA or sign up via their website.
10. National Volunteers Week. Daleiden said this is National Volunteer's week. Appreciation was extended to all volunteers.
11. Administrator Updates:
 - A. COVID-19. Kelly said staff is preparing for needs associated with reopening to the public, but this is dependent on the Governor's Order.
 - B. Health and Human Services Board will meet on 4-27-20.
 - C. Enterprise Resource Planning (ERP). Recent focus has been on implementing some change management items. Those meetings have been held via webinars.

The meeting adjourned at 10:17 AM.

County Board Minutes submitted by Susan Backes, Clerk to the County Board