



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
JUNE 12, 2018

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

DATE APPROVED: JUNE 19, 2018

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

COUNTY BOARD MINUTES 6-05-18

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

AGENDA

The following was petitioned to the Agenda: Items for Consideration Item A, Earthwork Change Order for the Justice Center Project.

The following was removed from the Agenda: Timed Item D-1, Award Contract No. 1809 That Includes Construction Of A Mini - Roundabout At The Intersection Of CSAH 8/CSAH 57/Elm Street In Maple Lake, And Highway Ditch Improvements Along CSAH 8 South Of Division Street. The Low Bid Received Is From Landwehr Construction Inc. In The Amount Of \$619,390.68.

Potter moved to approve the Agenda as amended, seconded by Husom. The motion carried 5-0.

CONSENT AGENDA

Potter moved to approve the Consent Agenda, seconded by Borrell. The motion passed 5-0.

ADMINISTRATION

A. ADMINISTRATION

1. Claim, Madden, Galanter & Hansen, LLP, April 2018 Services \$4,549.23

B. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between May 30, 2018 And June 5, 2018

C. SHERIFF'S OFFICE / JAIL

1. Approve Renewal Of Two Contracts With The MN Dept. Of Corrections To Board Inmates At The Wright County Jail:
 - a. The Work Release Contract Effective 7/1/18 - 6/30/19 @ \$55 Per Day Per Inmate
 - b. The Release Violator Contract Effective 7/1/18 - 6/30/20 @ \$55 Per Day Per InmateThere Are No Changes To Either Contract.

C. SURVEYOR

1. Refer To The 6/13/18 Personnel Committee, GIS Specialist Applicant

TIMED AGENDA ITEMS

SUE VERGIN, ASSISTANT COUNTY COORDINATOR

Introduction of Communication Specialist, Julianne Fasching

Vergin introduced Julianne (Julie) Fasching, a native of Wright County. Fasching has twenty years of experience in communications. Fasching said she is looking forward to helping the County Board and Departments meet their communication goals.

ADAM TAGARRO, INFORMATION TECHNOLOGY DIRECTOR

Introduction of IT Strategy And Portfolio Manager, Patrick Spaude

Tagarro said Spaude has more than thirty years of experience in Information Technology (IT), including long-term strategy and planning. Spaude said he has worked in design, development, management, business and product development, and security planning for large and small companies. He is a problem solver and looks for new and better ways to achieve goals.

BOB HIIVALA, AUDITOR/TREASURERInformation Item: State Demographer's 2017 Annual Population Estimate

Hiivala said the State Demographer's report shows the estimated population for Wright County in 2017 was 134,365, an increase of 1,767. Daleiden said the figure for the City of Otsego does not look correct. Hiivala said the cities may challenge the State's estimates. Challenges should be made in writing and directed to James Hibbs, 300 Centennial Building, 658 Cedar St., St. Paul, MN 55155 by June 24, 2018. Citizens may contact the State by phone at 651-201-2473, or email local.estimate@state.mn.us. These estimates are not considered final until they are released to the Minnesota Department of Revenue in July.

Approve May Revenue/Expenditure Budget Report

Hiivala distributed a memo dated 6-12-18 RE: May 2018 Budget Reports. He said the County is in a good financial position after completing five months of the year. Ryan Kotila, Fiscal Officer, demonstrated the software program OpenGov to the County Board so they may view expense and revenue trends. Hiivala said the goal is to provide more transparency to the public.

Potter moved to approve the May Expenditure and Revenue Report, seconded by Vetsch. The motion carried 5-0.

Initiate Repair Proceeding For County Ditch #38 Pursuant To Minn. Statute 103E.715 To Conduct A Repair And Realignment Of The Tile Portion Of The Drainage System Under 12 Hi Estates

Matthew Detjen, Agricultural and Drainage Coordinator, provided a brief background on County Ditch 38 repair. A Reestablishment of Records and a Redetermination of Benefits were recently completed in preparation for this work. This request seeks to initiate repairs to the tile portion of the Ditch #38 system. Detjen said a camera scoped this portion in 2013 and found conditions that needed repair. The ditch would be rerouted around the highway as well as repaired. Detjen said the main issue is that a public waters wetland is located there. The goal is to minimize the impact.

Greg Kryzer, Assistant County Attorney, said the option that runs along U.S. Highway 12 and up the side of the property is the most cost effective because the existing right-of-way can be used for this utility. Kryzer said it is a public utility, and the County should be able to work with the Minnesota Department of Transportation (MnDOT) regarding the tile installation. This option would be the least disruptive to the trailer park. Kryzer said the engineer laid out three preliminary plans. No discussions have taken place with MnDOT or the trailer park at this point. The intent is to avoid a reroute in the future.

Detjen said he has included a map of the preliminary realignment to give a general idea of how it could be done. The engineering costs include construction management, maintenance, and addressing what needs to be done with the existing tile system underneath the 12 Hi Mobile Estates.

Vetsch moved to approve the repair and realignment of the tile portion of the drainage system under 12 Hi Estates for County Ditch 38, seconded by Borrell. The motion carried 5-0.

Approve Houston Engineering Bid For Engineer & Construction Management For County Ditch #38 Repairs

Borrell moved to adopt Resolution 18-48, adopting the Findings and Order directing the Board to initiate repair proceedings for County Ditch 38 pursuant to Minn. Stat 103E.715, and approve Houston Engineering, Inc. for engineer and construction management services. Vetsch seconded in the amount of \$50,895, and the motion carried 5-0 on a roll call vote.

Kryzer said the Resolution initiates the process and appoints the engineer to study it. No official repair has been determined yet. The engineer will plan the repair, then a public hearing will be held, and the County will meet with the property owners on County Ditch 38.

VIRGIL HAWKINS, HIGHWAY ENGINEERAward Contract No. 1808 For The Construction Of A Roundabout At The Intersection Of CSAH 34 And CR 134 In Buffalo. The Low Bid Received Is From Fehn Companies, Inc. In The Amount Of \$1,192,623.83.

Hawkins said bids were received on Thursday, 5-24-18. Potter moved to award Contract No. 1808 to Fehn Companies, Inc. for the construction of a roundabout at the intersection of CSAH 34 and CR 134 in Buffalo in the amount of \$1,192,623.83. Husom seconded the motion. Hawkins said the project will start after 8-01-18. It is funded through the local levy. The motion passed 4-1, with Borrell casting the nay vote.

ITEMS FOR CONSIDERATION**EARTHWORK CHANGE ORDER FOR THE JUSTICE CENTER PROJECT**

Alan Wilczek, Facilities Services Director, brought forth a change order request for the Justice Center Project. Requirements dictate that change orders exceeding \$20,000 must come before the County Board. An issue came up last week that was urgent

and timely. Wilczek met with Potter and spoke with both Vetsch and Husom and placed a call to Borrell. A large amount of topsoil was found on the site that had not been previously identified. Approximately thirty soil borings were done prior to construction that identified quantities across the site. Once dirt work commenced, they found a lot more topsoil and pockets that were not bored in that specific location. A lot of the soil is found immediately to the south of Law Enforcement Center parking (LEC). As the site drops off, they found about four feet of topsoil. The averages around the site are about .8 to 1 foot of topsoil. Wilczek said they also found that the berm immediately adjacent to where they were mining the gravel has about thirteen feet of topsoil to the east alongside the Bremer property. There are a few other spots of topsoil encountered unexpectedly as well.

Wilczek said the situation was urgent as the footprint had to get done. A survey was done on Monday, 6-11-18 so the forms and concrete could be set on Wednesday. The most cost-effective way to get rid of the extra topsoil is to move it to the north and west sides of the parcel and create a berm about five feet tall. This will partially block the Sheriff's Support Services Building. The cost is \$1.29/yard. Wilczek said they are watching the height of the berm. The preference is to keep it between 5 and 7 feet high. This will provide more blockage. Down the road, Parks or Highway could possibly grab the extra topsoil for their use. Otherwise it could be seeded and provide nice screening. He did not have the total cost but estimates about \$13,000 to \$14,000 to move the topsoil. Wilczek said the downside of the extra topsoil is they might need to bring gravel over as well.

The site was surveyed, and all the points for the berm and elevations were documented. Once the soil is removed, they will shoot the points again to recalculate the determination. Wilczek said there is a little less than \$2 million in the contingency line item to deal with this expense. He anticipates the cost will be about \$30,000 once the gravel is brought over and the topsoil taken, although he won't have a firm number until the soil is moved. There are four ways the transfer of soil and gravel could commence, which will determine the final cost. Potter said he preferred to designate costs up to \$50,000 in case any other unforeseen change orders emerge.

Potter moved to authorize expenditures up to \$50,000 to correct the soil issue, seconded by Husom. The motion carried unanimously.

6-01-18 COMMITTEE OF THE WHOLE MINUTES

At today's County Board meeting, Lee Kelly, County Coordinator, summarized the minutes. The discussion included furniture, equipment, funding, and technology maintenance expectations after installation. A meeting will be held to determine how to cost out the portion of the cabling that is the responsibility of the 10th Judicial District.

The 5-Year Budget Forecast was presented as an informational item, and a proposal from BKV Group for Design Services was discussed regarding a County Government Center to be located to the west of the new Justice Center. Wilczek will contact BK Group to discuss the reduction in fee for their proposal for Design Services. Another option is to seek Requests for Proposal for these services.

Potter moved to approve the 6-01-18 Committee Of The Whole minutes and recommendations. Husom seconded, saying this motion is only to get more information about the potential cost of building a new Government Center. There was discussion regarding why the proposal is for a new building of 120,000 square feet, when the current building is about 157,000 square feet, not including the old jail portion. Wilczek said he would need to get specific square footage numbers for the entire site. He believes the entire building, including the jail site, is around 175,000 square feet. He received some documentation yesterday and will review it with Lee Kelly and bring the information back to the Board.

The motion carried 5-0. The Committee Of The Whole Minutes follow:

I. FURNITURE, EQUIPMENT & TECHNOLOGY COST SHARE FOR JUSTICE CENTER

Daleiden said Statute is vague on the State's responsibility for funding of these items at the new Justice Center. Judge McPherson said the Tenth Judicial District (District) operates under documents related to responsibilities including 2003 State-County Expenses Responsibilities and February 2001 Minnesota Supreme Court State Assumption of Trial Court Administration Costs.

McPherson said the District plans to move the existing chamber furniture and jury chairs to the new location. An inventory is being performed. Additional jury chairs may be needed to populate all jury assembly areas.

6-01-18 Committee Of The Whole Minutes (cont.):

Discussion led to technologies in the Justice Center. L. Kelly said a decision needs to be made on maintenance expectations after install. McPherson said the State will fund the purchase and maintenance of computers used daily in the courtrooms. Courtrooms are being designed with the ability to display and users will be responsible to bring in their own computers. There are nine courtrooms in the Justice Center. McPherson said it is rare to have more than three trials at once. She did not envision all would be utilizing more complicated audio/visual at the same time. Patterson said tier one troubleshooting/training is desired. Borrell said the County is responsible for install of the equipment and making sure it is functional. He suggested if problems occur, a trial could be moved to another courtroom. The Committee also discussed the potential for adding IT staff to assist with troubleshooting. Tagarro said that would be a Technical Support Specialist position that would respond to any requests to the Help Desk. McPherson said the District has ITV equipment and will be responsible or that.

Daleiden referenced the 2003 State County Expenses Document as it relates to furniture replacement. McPherson stated that it is the intent that the Justice Center is furnished with furniture by the County per new construction language. If something needs replacement beyond that, the State will be responsible. Tschumper said the intent is for new cubicles in the Justice Center, as the existing cubicles will be left for staff that will occupy the space in the future.

Wilczek said the 2001 State funding final report indicates the State is responsible for pulling needed cabling in the courtrooms (Appendix A, Section III F). He asked whether the State or County will be responsible for the cost. McPherson said cabling from the servers to the computers is needed. The document reflects that would be the State's responsibility. Patterson suggested a separate meeting on that topic. If it is the State's responsibility, the State may want to use the County's vendor and pick up that portion of the cost. It was the consensus that a meeting be held to discuss this further. Wilczek asked whether the County would be agreeable to funding the remainder of the technologies in the Courtroom. Vetsch responded affirmatively.

Tagarro stated the County will provide the phone system for the Justice Center. Phones are purchased by the State. The plan is to move the existing telephones to the new location. McPherson said the furniture for the Judge's chambers, will be moved to the new location. However, there are a couple of desks that may need to be fixed and furniture will be needed for the Magistrate's chambers. Tschumper is working to acquire furniture from other counties as they upgrade their furniture.

RECOMMENDATION: *The County will fund the majority of the furniture, equipment and technology needs of the Justice Center. Exceptions include the telephones and the reuse of the furniture for the Judge's chambers. A meeting will be held to determine how to cost out the portion of the cabling that is the District's responsibility. Court Administration staff will be trained on audio/visual troubleshooting.*

II. 5-YEAR BUDGET FORECAST

Hiivala distributed the Budget Forecasting Workshop handout and provided an overview (see attached). Various factors may affect the figures and are outlined in Items 1-5 and 9 at the bottom of the handout. Hiivala referenced Social Services and said the report should be updated to include a correlated revenue. Kelly noted that they will have a better idea of costs as the County progresses into budgets and the Classification and Compensation Study.

RECOMMENDATION: *Informational*

II. BKV PROPOSAL FOR DESIGN SERVICES

A proposal was received from BKV Group for Design Services for a County Government Center to be located to the west of the new Justice Center. The building would accommodate the following departments: Administration, Assessor, Auditor/Treasurer, Planning & Zoning, Information Technology, Recorder, Human Services, Veterans Services, and County Board Room/Commissioners.

The construction cost of a new Government Center is estimated at \$40 million for an approximate 120,000-sq. ft. facility. To remodel the current Government Center is estimated at \$20 million. Some of the considerations for staying at the current location include space needs, leaks, boiler replacement, HVAC, outdated technologies, and future expansion possibilities. The Health & Human Services (HHS) Center is experiencing overcrowding. Kelly stated there has been outside interest expressed in the purchase of the Government Center site and the HHS site.

6-01-18 Committee Of The Whole Minutes (cont.):

Husom questioned expending \$20 million to remodel the current site for 10-15 years, only having to construct a new facility at that time. Daleiden thought the County could get by at the Government Center for 7 years with minimal costs. Potter noted that in 2004, the cost to construct the Courts and the Jail/LEC (both) was \$45 million; the cost today to construct the Justice Center is \$50 million. Vetsch said there are other things to consider including interest rates for bonds and inflation costs. The Xcel Power Plant may not be in existence in 7 years and the County could lose \$2 million in levy dollars from that source at that time. Pickard said power plants are not wanted locally and nationwide. He suggested utilizing the funding as long as it is available. The Commissioners discussed how being at one campus would service the public's needs more effectively and would allow staff to meet more efficiently by eliminating the need to travel to different locations.

Husom said the County can carry \$467 million in capital improvement project debt. Wright County is currently at \$52 million and will go up to approximately \$90 million. In terms of another project, the estimate is about 25% of the capital improvement project debt that could be carried. Daleiden voiced concern with raising taxes to those he represents as the constituents in that area already have high taxes. Borrell does not support moving forward and suggested potentially waiting for 15 years. Needs could be different in the future including more staff working from home. Potter referenced Dakota County. A decision was made 20+ years ago to proceed with innovative ideas. Because of decisions made at that time they are sitting 87th out of 87 counties in per capita spending. This supports making good decisions.

Discussion followed on the amount of the proposal. The Commissioners conveyed that the design of the building is far simpler than the Justice Center. Wilczek will contact BKV Group on a reduction in the fee.

RECOMMENDATION: Wilczek will contact BKV Group to discuss the reduction in fee for their proposal for Design Services. Another other option would be to seek Requests For Proposal for these services. Borrell said his recommendation is to do nothing at this time.

(End of 6-01-18 Committee Of The Whole Minutes)

6-01-18 FINANCE / CIP COMMITTEE MINUTES

Vergin summarized the minutes from the meeting, including annual allocations that were identified at the 4-25-18 Finance / CIP Committee meeting: \$1.1 million for ERP, \$700,000 for Parks, \$450,000 for Highway, \$300,000 for Sheriff, and \$800,000 for IT CIP/Other Departments, for a total CIP budget allocation of \$3,350,000. This will be funded by a levy of \$2,550,000, with \$800,000 coming from County Program Aid (CPA) and MCIT Dividend dollars.

Vergin said the FBI has confirmed that they will commit \$2.25 million for the Training Facility project. Additional costs would need to be covered by the County. There is \$300,000 in CIP funds allocated for the County's portion.

Vetsch said this makes the County's CIP plan predictable, sustainable, and transparent. Vetsch moved to approve the minutes and recommendations of the 6-01-18 Finance / CIP Committee minutes, seconded by Potter. Vetsch added that this isn't an increase in CIP spending, but a change in how funds are allocated. The motion carried 5-0. The 6-01-18 Finance / CIP Committee minutes follow:

I. Review Proposed Allocations for CIP

Sue Vergin, Assistant County Coordinator, distributed the following information (see attachments):

- 1) Wright County CIP Introduction Document*
- 2) Records Technology and Compliance Fund 2018 – 2022 Capital Improvement Plan*
- 3) Wright County Capital Improvement Plan 2018 – 2022 Project Plan*
- 4) Wright County Capital Improvement Plan 2018 – 2022 Funding Plan.*

The CIP had been revised to reflect the annual funding allocations identified at the April 25, 2018 Committee meeting. ERP at \$1.1 Million; Parks at \$700,000; Highway at \$450,000; Sheriffs at \$300,000; IT CIP/Other Departments at \$800,000, for a total CIP budget allocation of \$3,350,000. It was recommended that this be funded by a levy of \$2,550,000 with the additional \$800,000 coming from County Program Aid (CPA) and MCIT Dividend dollars.

Reviewed projects identified on the CIP. It was noted that some projects identified in 2018 will not be wrapped up until 2019, but the funding has already been allocated and exists within the CIP.

New information regarding the FBI Training Facility was shared by Chief Deputy Hoffman. The FBI has confirmed that they will commit \$2.2M for the project. This matter is being brought before the Building Committee on June 13. The Committee will

6-01-18 Finance / CIP Committee Minutes, (cont.):

review the proposed plan, the MOU and consider the options of including the EOC in the facility. If the County agrees to proceed with the FBI project the FBI would provide the \$2.2M to the County yet in 2018. Additional costs would need to be covered by the County, currently the annual allocation of CIP dollars to the Sheriff is only \$300,000.

Commissioner Vetsch stated that they could shift budget dollars between departments to make projects occur. Used an example of utilizing the Highway Department's funding in 2019 to assist with the Sheriff's project; and then shifting those dollars back to the Highway in 2020.

Also discussed that they could consider utilizing all or part of the 2017 turnback dollars if they choose too. But noted that the preference previously had been to allocate those funds to future debt service.

Miscellaneous projects were discussed as to how they may or may not be impacted if a new Administration Building was constructed and the timing of the construction could also impact whether certain projects would be completed or even if they would be necessary.

RECOMMENDATION:

Move forward with the set amounts currently identified in the CIP, but in light of the FBI building the County may need to look at utilizing 2017 turn back dollars rather than allocating them to debt service. Recapped that the 2019 – 2023 CIP will be funded with a \$2.55M annual levy and \$800,000 from CPA & MCIT Funds, equaling a total of \$3.35M.

(End of 6-01-18 Finance / CIP Committee Minutes)

5-30-18 TECHNOLOGY COMMITTEE MINUTES

Borrell summarized the minutes. Borrell moved to approve the 5-30-18 Technology Committee minutes, seconded by Vetsch. The motion carried 5-0. The 5-30-18 Technology Committee minutes follow:

I. IT PROJECT PORTFOLIO UPDATE

Britta Holland, IT Project Portfolio Analyst, began the discussion with an update of project status. There are 22 new projects for 2018. 24 projects have been closed in 2018 (which is on track for a higher completion rate than in 2017). 28 projects are actively being worked on. 41 projects are on hold due to a project dependency (vendor, department decision) or resource constraints (staff are working on other prioritized projects first as directed by the committee). Within the discussion Commissioner Borrell questioned the justification of additional staff in relation to on hold projects, which Tagarro noted that the project process has become more efficient allowing staff to work on projects in a more organized fashion. The system has also allowed additional staff to be resourced effectively with results being seen in the noted completion rate of projects for 2018 compared to 2017.

Holland brought up that an insight was discovered while doing a thorough scoping of the Recorder's EDMS Project. Their one EDMS project was broken into 5 projects. 4 smaller discretionary projects and one larger strategic project were identified. Holland noted that this in-depth scoping allowed for the isolation of the main goal of the Recorder's EDMS project. It also allows for the project to be broken into more manageable plans or phases, with goals and steps for each being identified. Holland requested that the committee approve that current EDMS projects go through a similar scoping process, noting that the projects produced may be discretionary or strategic in nature. The committee discussed this idea. Christine Partlow, HHS Business Manager, questioned that if it does get broken up for larger departments it may feel as though the discretionary projects will not be worked on, due to their larger number of discretionary projects. Commissioner Daleiden asked Tanya West, County Recorder, about her thoughts on the process. West responded that she felt the detailed scoping and identification of individual projects gave her EDMS vision a better chance of getting done, she also felt her own Staff could be more involved and trained on project tasks to provide further progress. Lee Kelly, County Coordinator, agreed that the identification of projects within EDMS is beneficial for completing the larger vision of EDMS; also, it will benefit future resource planning, allowing IT to have a better understanding of what one EDMS project might entail for time and resources. Tagarro fully agreed with Kelly in this statement that a full EDMS scoping allows for better project management as well as analysis of resources needed. The Committee agreed that EDMS projects would undergo Project Scoping and that it will be ok that the resulting projects be identified as discretionary or strategic.

The next EDMS Scoping question was if the original project request date would be used for all resulting projects. Holland noted that this was brought up due to discretionary projects being partly prioritized by request date. Olga Strobel, IT Manager, also reminded the committee that the date of projects has been a strong concern of committee members for some time, due to several

5-30-18 Technology Committee Minutes (cont.):

projects being quite a few years old. Tagarro also brought up that in the scoping they discovered that new EDMS projects were developed as part of the entire EDMS vision. That the new project adheres to EDMS but was technically not an option when the project first came to be. The equity of generalizing the date was questioned. Commissioner Borrell suggested putting it with the original date to get the project done. Commissioner Daleiden added that it might be inefficient to go back to it if it were given a different prioritization, that separating it would likely take more time and effort. Pat Spaude, IT Manager, also noted that the date might be less consequential than we anticipate due to other prioritizing variables. The Committee decided to leave all resulting scoped EDMS projects with the original project request date, the request date would only be altered after discussion and agreement with the department.

With the EDMS scoping discussion complete, Holland brought the need to prioritize the Recorder's Strategic EDMS Historical Scanning project. West explained that this project entails the permanent retention of County Real Estate Records as well as Birth and Death Records. The goal is preservation of the materials to a digital format and then movement of them to the County Historical Society or State Historical holding for correct storage. West noted that funding has already been established for the project, a vendor needs to be selected to begin work. The project cost was one of the reasons it was identified as Strategic, as it is between 250,000 to 500,000 due to vendor work and data storage needed. There is also a compliance factor as the materials are fragile in nature and very susceptible to small changes in climate, West would like to ensure the County's records are being properly stored and cared for. Commissioner Borrell advised working with the vendor to come up with group pricing, as this project will not be the only EDMS Historical Scanning project for the County. After a short discussion the committee prioritized the project above the PA System Upgrade, which is almost complete. West agreed with this placement.

RECOMMENDATION: All EDMS projects undergo detailed scoping, resulting in either several discretionary or strategic projects or a phased approach. Project request date will remain at original date unless involved parties decide otherwise. Recorder's EDMS Historical Scanning project was prioritized between Office 365 SharePoint Online and PA System Upgrade.

II. ERP, ENTERPRISE RESOURCE PLANNING, UPDATE

Lee Kelly, County Coordinator, provided an update of ERP. The InfoTech Statement of Work has been received and he is seeking clarification of expected County Staff time and involvement, as well as clarification on a Project Manager role. Kelly will update the committee once he has heard back from Infotech, noting he wants to see movement with ERP.

RECOMMENDATION: Kelly will report on Statement of Work Clarification – Informational Update Only

III. Office 365 Update

Adam Tagarro, IT Director, reviewed the progress of Office 365. Tagarro stated that Skype and the Exchange Migration projects of Office 365 are being closed out. The County email migration from Netmail is moving along with IT adjusting the process as necessary. The next step is SharePoint Online; Commissioner Daleiden questioned if the O365 project manager would be staying on to aid with this, which Tagarro confirmed the contractor would be. Tagarro also noted that in advance of the Budget the funding source is being discussed with Lee Kelly, they are also looking at how other Counties manage funding for O365. Cheri Nelson, IT Manager, noted that she will be reviewing license planning in the O365 Governance meeting as well.

RECOMMENDATION: Informational Update Only

(End of 5-30-18 Technology Committee Minutes)

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Wright County Soil and Water Conservation District: Borrell said discussion centered on the upcoming tour on 6-14-18, and buffer regulation enforcement by Wright County.
2. Central Minnesota Council on Aging: Borrell said as of January 2019, Medicare will no longer be involved in supplemental care administration in Minnesota.
3. Highway 55 Closure: Husom said Highway 55 will be closed from July 5, 2018 until about September 1, 2018.
4. Central Minnesota Jobs and Training: Several members, including Husom, received five-year plaques for serving on that board. There was a good presentation on the Workforce Innovation and Opportunity Act.
5. AIS Open House: Husom said a video presentation showed what various Aquatic Invasive Species (AIS) look like. Inspectors found 75 violators as of 6-5-18. There was a decline in drain plug violations statewide, down from 5 percent

to 2 percent. Eleven lakes in Minnesota now have Starry Stonewort.

6. District 5 Meeting: Daleiden said Vetsch and he went to Brainerd on 6-11-18 for the Regional District meeting. Other counties are also having trouble hiring personnel. Vetsch said some are doing classification and compensation studies.
7. East Central Joint Powers Board: Vetsch said he met last week regarding the East Regional Detention Center. Beds are full. They are considering capital improvements for the building.
8. Mayor's Association Meeting: Potter said the Mayor's Association Meeting will be held in St. Michael at the Main Street Farmer restaurant on 6-13-18.
9. Corridor of Commerce: Potter said the County received \$56 million dollars from the Corridors of Commerce this year. He discussed other grant opportunities that will be pursued.

The meeting adjourned at 10:52 A.M.

Respectfully submitted,

Deb Schreiner, Administrative Specialist