



## BOARD MINUTES

### BOARD OF WRIGHT COUNTY COMMISSIONERS

JUNE 26, 2018

DATE APPROVED: JULY 10, 2018

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

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

#### COUNTY BOARD MINUTES 6-19-18

The following corrections were made to the minutes: Page 1, 3<sup>rd</sup> paragraph, 2<sup>nd</sup> sentence, change from “(6-12-18)” to “(6-13-18)” (Kelly); Page 8, Advisory Committee/Advisory Board Updated Item 5, 2<sup>nd</sup> line, change sentence to read, “Daleiden, Vetsch and Potter attended the meeting as well” (Husom). Husom moved to approve the minutes as amended, seconded by Vetsch. The motion carried 5-0.

#### AGENDA

The following items were petitioned onto the Agenda: Timed Agenda Item C, “ADAM TAGARRO, INFORMATION TECHNOLOGY DIRECTOR, 1. Authorize Out Of State Travel For IT Business Analyst To Attend Hyland Community LIVE Conference” (Tagarro); and Item For Consideration C, “Schedule Budget Committee Of The Whole Meeting RE: Budget Kickoff” (Kelly). Vetsch moved to approve the Agenda as amended, seconded by Potter. The motion carried 5-0.

#### CONSENT AGENDA

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

##### A. ADMINISTRATION

1. Claim - Madden, Galanter & Hansen, LLP, May 2018 Services - \$5,248.75

##### B. ADMINISTRATION

1. Refer Sheriff's Office Range Project To 7-11-18 Building Committee Meeting

##### C. ADMINISTRATION

1. Authorize Execution of Lease Agreement with State of MN Dept of Military Affairs To Allow The National Guard Use Of The Former Jail Area For Training

##### D. ATTORNEY

1. Approve Developers Agreement For Solar Energy Farm On Property Located In Monticello Township (Property Owners: USS LandCo, LLC, And Minnesota Solar CSG 5, LLC)

##### E. AUDITOR/TREASURER

1. Approve \$0 Net Levy Budget Amendment For A \$48,000.00 DNR Grant
2. Approve Renewal Of 2018 Tobacco License For Fox Hollow Golf Club In The City Of St. Michael
3. Acknowledge Warrants Issued Between June 13, 2018 And June 19, 2018

##### F. HEALTH & HUMAN SERVICES

1. Position Replacement
  - A. Public Health Nurse
  - B. Social Worker

##### G. INFORMATION TECHNOLOGY

1. Refer to the 6/27 Personnel Committee Discussion On Hire Of Senior Systems Engineer Above 12% Of Minimum Hire Range

##### H. INFORMATION TECHNOLOGY

1. Refer to the 7-11-18 Technology Committee:
  - A. ERP Status Update
  - B. Office 365 Status Update
  - C. 800 MHz Radio Fees
  - D. 2018 IT Governance Document
  - E. Project Portfolio

**TIMED AGENDA ITEMS****ADAM TAGARRO, INFORMATION TECHNOLOGY DIRECTOR**Authorize Out Of State Travel For IT Business Analyst To Attend Hyland Community LIVE Conference

Tagarro requested approval for the out-of-state travel for the IT Business Analyst to attend the conference in Nashville, TN. The conference will be held Sept. 8-13, 2018. Signing up prior to the end of June allows for \$500 off the conference cost. The travel is included in the IT Budget.

Borrell moved to approve the request, seconded by Husom, and carried 5-0.

**VIRGIL HAWKINS, HIGHWAY ENGINEER**Approve Preparation Of Highway Right Of Way Plat By County Surveyor For CSAH 37 - CP 086-37-171

Hawkins said the project is scheduled for 2019 and is part of the Local Option Sales Tax Program.

Potter moved to adopt Resolution #18-52 approving the preparation of the Highway Right Of Way Plat by the County Surveyor for CSAH 37. The motion was seconded by Vetsch. Potter asked whether a trail or bike path will be included. Hawkins replied that this will be discussed with Otsego and Albertville. Shoulders and turn lanes will be rebuilt to standards. The motion carried 5-0 on a roll call vote.

**BOB HIIVALA, AUDITOR/TREASURER**Informational Item: Recount Designation From The Office Of The Secretary Of State

Hiivala said as it is an election year, the County can offer to serve as a recount designee if needed in a state-wide race.

Husom made a motion for Wright County to serve as a recount designee with the Office of the Secretary of State. The motion was seconded by Vetsch and carried unanimously.

Request To Have County Board Set A Date And Time For The County Canvassing Board For The Primary Election. Members Also Need To Be Appointed

Hiivala said the County will need to canvas the election results both in the primary and general elections. The County Canvassing Board will consist of the County Auditor, the Court Administrator of the District Court, the Mayor or Chair of the Town Board of the County's most populous municipality, and two members of the County Board selected by the Board from its members who are not candidates at the election. Hiivala proposed the Friday following the primary election.

Potter made a motion to set 8-17-18 at 9:00 A.M. with Borrell and Vetsch to serve as members of the Canvassing Board. The motion was seconded by Borrell and carried 5-0.

Approve Temporary Liquor License For American Legion Post 323 For Event On July 20 & 21, 2018

Borrell moved to approve the license, seconded by Potter. The motion carried 5-0.

Approve Temporary Liquor License For American Legion Post 323 For Event On September 22, 2018

Vetsch moved to approve the license, seconded by Borrell. The motion carried 5-0.

Approve Temporary Liquor License For Clearwater Lions Club For Event On August 17 & 18, 2018

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

Adopt Resolution Approving The Proposed Establishment Of City Of Maple Lake Tax Increment Financing (Economic Development) District No. 4-1

Hiivala explained the company representing the City is following guidelines which require the adoption of a resolution approve the proposed establishment of the Tax Increment Financing (TIF) District. The County does not normally approve TIF Districts. Brian Asleson, Chief Deputy Attorney, said it appears the resolution is requested from both taxing districts (county and school district) due to the workforce housing nature of the TIF District.

Vetsch moved to adopt Resolution #18-53 acknowledging the proposed establishment of the City of Maple Lake TIF District No. 4-1. Hiivala clarified that the motion reflects the County is not objecting to the establishment of the District, as the County does not have the ability to approve or establish a TIF District. The motion was seconded by Husom and carried 5-0 on a roll call vote.

**ITEMS FOR CONSIDERATION****SCHEDULE COMMITTEE OF THE WHOLE MEETING WITH BKV GROUP (KELLY)****SCHEDULE BUDGET COMMITTEE OF THE WHOLE MEETING RE: BUDGET KICKOFF (KELLY)**

Vetsch made a motion to schedule a COTW Meeting on 7-12-18 at 9:00 AM. Agenda items will include Meeting with BKV Group Proposal and Budget Kickoff Discussion. The motion was seconded by Potter and carried 5-0.

**SCHEDULE COMMITTEE OF THE WHOLE MEETING RE: COUNTY ADMINISTRATOR JOB DESCRIPTION**

On a motion by Husom, second by Borrell, all voted to schedule a COTW Meeting on 7-17-18 at 10:30 AM. The Agenda item will be the County Administrator Job Description.

**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

1. Coordinator Update.
  - A. Budget. Kelly has met with Administration and Auditor's Office staff on the 2019 budget.
  - B. ERP Update. Kelly was in contact with InfoTech and will provide an update at the 6-27-18 Technology Committee Meeting. He is anticipating a meeting with Infotech the first week of September.
  - C. As part of the construction of the Justice Center, a camera will be placed on the roof allowing the public to see the construction.
2. Emergency Service Board. Borrell attended a meeting on 6-13-18 in St. Cloud. He thanked counties who supported Wright and Becker Counties in the recent State Auditor Lawsuit by emailing their legislators in support of reimbursement to the two counties for costs incurred with the lawsuit. Brian Asleson, Chief Deputy Attorney, said the bill was vetoed by Governor Dayton. He is in the process of updating the information and sending it to the Joint House Subcommittee on Claims in hopes of approval for reimbursement at that level. Although he does not have a final total, Asleson estimated the two counties spent over \$70,000 each in defense of the case. Potter said some Committee members wanted the request to go through the Supreme Court to attain the final figures and then present the request instead of dealing with it twice.
3. Wright County Fair. Borrell said the Fair will be held July 18-22, 2018 at the Wright County Fairgrounds.
4. Safe Harbor Development Team Meeting. Husom said this is not an official advisory committee and was more active a few years ago. It has recently gained more momentum. Wright County is one of five counties that received a grant to do protocol development. The focus will be on victim center response. Another workshop is planned for August.
5. Open House, Highway Department/SRF Consulting. The Open House was held on 6-20-18 and included a presentation on upcoming projects, and population and growth studies.
5. Safe Schools. Daleiden said Minnesota is ranked #3 in the nation regarding pathways to safe schools, which is impressive.
6. Communications Specialist Position. Commissioners have been meeting with the recently hired Communications Specialist. Daleiden said they look forward to providing additional information to the public. Daleiden said a goal will be to provide the information from the Advisory Committee/Advisory Board updates on the website under Commissioner pages.
7. Daleiden noted upcoming meetings:
  - Agricultural Drainage & Future of Water Quality Workshop in Mankato on 6-27-18
  - Economic Development Partnership meeting with legislators on 6-28-18 at Huikko's in Buffalo
  - Aquatic Invasive Species Management Task Force Meeting on the evening of 6-28-18 to include an update on data from the regional inspection station.
8. Trailblazer Meeting. Vetsch attended a meeting on 6-21-18. Discussions included miscellaneous topics and review of survey information related to citizen input on improvements to transit.
9. Vetsch noted upcoming meetings:
  - Xcel Energy Integrated Resource Planning Meeting on 6-27-18
  - County Ditch 35 open house on 7-30-18
10. KRWC Radio Show. Potter was on the radio show last week.
11. AMC Business Partners Reception. Potter attended on 6-21-18. Information was obtained from Enterprise Rentals and was passed along to the County Coordinator. Enterprise Rentals could do an analysis of vehicles and usage at the County and determine whether there is the potential for savings through a contract.

12. AMC Board of Directors Meeting. Potter attended a meeting on 6-22-18. A \$40,000 grant was received for the opioid summit sponsorship which will be held the prior to the fall policy conference in Alexandria. The focus will be getting a handle on this crisis. The Coordinator was given registration information. An employment contract was entered into with the AMC Executive Director. Also discussed was AMC Platform Development. Document language is being revised regarding participation at meetings and voting delegates.

The meeting adjourned at 9:55 A.M.

Respectfully submitted,

Susan Backes, Clerk to the County Board