



BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

JULY 21, 2020

DATE APPROVED: JULY 28, 2020

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 and Daleiden present. Commissioner Borrell joined the meeting remotely.

COUNTY BOARD MINUTES 7-07-20

Daleiden moved to approve the 7-07-20 Wright County Board Minutes. The motion was seconded by Potter and carried 5-0 on a roll call vote.

AGENDA

Potter moved to approve the Agenda as presented. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

CONSENT AGENDA

Vetsch moved to approve the Consent Agenda. The motion was seconded by Potter and carried 5-0 on a roll call vote.

A. ADMINISTRATION

1. Authorize County Commissioner Attendance At The 7-21-20 Meeting With School Superintendents Regarding CARES Act Funding, 1:30 P.M., Wright County Board Room.

B. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between June 30, 2020 And July 14, 2020.

C. DRAINAGE AUTHORITY

1. Approval Of Minutes From The Ditch Committee On June 23rd, 2020.

D. HIGHWAY DEPARTMENT

1. Refer To Personnel Committee To Hire An Accounting Technician To Fill Vacancy (Due To Recent Retirement Of Highway Accounting Clerk).

E. SHERIFF'S OFFICE

1. Letter Of Agreement Between XCEL Energy, The Wright County Sheriff's Office, The Wright County Sheriff's Office Division Of Emergency Management, And Wright County For Agreed Upon Response, Planning, And Agency Responsibilities In The Event Of An Incident At The XCEL Energy Nuclear Plant.

F. SHERIFF'S OFFICE

1. Position Replacements:
 - A. Backfill Two FTE Deputy Positions Due To Resignations.
 - B. Backfill One FTE OT II Position Due To Resignation.
 - C. Backfill One FTE Communications Officer Position Due To Resignation.

TIMED AGENDA ITEMS

VIRGIL HAWKINS, HIGHWAY ENGINEER

Request Award Of Low Bid For The Corner Bar Demolition To Fehn Companies, Inc. Of Albertville, MN In The Amount Of \$29,983.00.

Husom noted the wide range of bids received. Hawkins contacted Fehn Companies to verify the bid submitted. Potter asked about the historical marker stone at the demolition site. Hawkins said the project specifications reflect the historical marker is to be provided to the City of St. Michael. The project is slated to commence in the next couple of weeks.

Daleiden moved to award the bid of the Corner Bar demolition to Fehn Companies, Inc. of Albertville in the amount of \$29,983.00. The motion was seconded by Potter and carried 5-0 on a roll call vote.

BILL STEPHENS, ENVIRONMENTAL HEALTH OFFICERAdopt Resolution To Accept A Clean Water Partnership Loan In The Amount Of \$500,000 At Zero Percent Interest For Funding To Provide Low Interest Loans To Wright County Residents To Upgrade Non-Compliant Septic Systems.

Stephens said the County Board authorized application for the Clean Water Partnership Loan about a month ago. The loan relates to septic system upgrades. The County was notified of acceptance. The program originally was handled the CROW (Crow Organization of Waters) for the entire watershed. The loan program assists with upfront costs and the upgrade of failing septic systems. Loan amounts are placed on property taxes as a special assessment. Once the loan is repaid, the funds are remitted to the State. Over the nine years in the program, just short of \$1.5 million in loans has been received to upgrade 109 septic systems. Stephens anticipates about 30 systems will be involved in the next three years under the program. If successful, there is more funding available up to \$1.5 million.

Potter moved to adopt Resolution #20-44 accepting the Clean Water Partnership Loan in the amount of \$500,000 at zero percent interest to provide low interest loans to Wright County residents to upgrade non-compliant septic systems. The motion was seconded by Borrell and carried 5-0 on a roll call vote.

BOB HIIVALA, AUDITOR/TREASURERInformational: State Demographer's 2019 Annual Population Estimates

Hiivala provided the State Demographers 2019 annual population estimates. The population figures have increased about 2,000 from 2018 to 2019. He said the figures could not be released until municipalities had an opportunity to challenge the figures. He did not hear from any of the municipalities. Daleiden said it will be interesting to see how these figures compare to the census. Potter said those figures may not be released until 2022. This was provided as an informational item.

Approve CARES Act Grant Application And Supporting Resolution For Pursuit Of A Block- Grant In The Amount Of \$98,281.35 For The Reimbursement Of COVID-19 Election Related Expenses Incurred By Wright County And Wright County Municipalities

Hiivala requested approval of the application for a CARES Act grant in the amount of \$98,281.35. A portion of the funding will be given to precincts. The funds can be used for cleaning, supplies, and additional election judges in polling places. The County plans to use the funding to purchase equipment to open envelopes and to hire additional election judges with the anticipated increase in number for absentee voting.

Vetsch moved to adopt Resolution #20-45 approving a CARES Act Grant Application in the amount of \$98,281.35 for reimbursement of COVID-19 election related expenses incurred by Wright County and Wright County municipalities. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

Approve June Revenue/Expenditure Budget And CIP Report.

Hiivala provided information on the first six months of the year. More discussion will occur at the upcoming budget sessions. Daleiden drew attention to the salary and fringe benefits line items for a couple of departments at 49% of the year. He anticipated the figures would have been slightly lower because of vacant positions. Vetsch concurred. Hiivala said those line items can be reviewed further.

Daleiden moved to accept the June Revenue/Expenditure Budget and CIP (Capital Improvement Plan) Report. The motion was seconded by Vetsch and carried 5-0 on a roll call vote.

ITEMS FOR CONSIDERATION**7-08-20 PERSONNEL COMMITTEE MINUTES**

At today's County Board Meeting, Potter moved to approve the minutes and recommendations. The motion was seconded by Daleiden and carried 5-0 on a roll call vote. The 7-08-20 Personnel Committee Minutes follow:

I. Reclassify a Mental Health Professional/Social Worker III to a Social Worker II Position.

Michelle Miller, Social Services Manager provided an overview to the Personnel Committee of the Health & Human Services (HHS) request to hire a Social Worker II instead of a Mental Health Professional/Social Worker III position. (attached). Miller explained that the County has had a vacant Mental Health Professional/Social Worker III position since March 2020 and the recruitment was placed on-hold due to COVID-19. Miller added that County Administrator, Lee Kelly has approved the HHS request to begin the recruitment process for this position.

7-08-20 Personnel Committee Minutes (cont.):

The request is that HHS would like to hire a Social Worker II instead of a Mental Health Professional/Social Worker III because there is a limited number of potential candidates in this field at the current time and by adding a Social Worker II position, the County can create future advancement opportunities for social workers and develop more employees internally for future Mental Health Professional/Social Worker III position opportunities. The County would also experience some financial savings by hiring a Social Worker II instead of a Mental Health professional/Social Worker III position (attached). The Social Worker II position can train under the Mental Health Professional/Social Worker III and obtain valuable work experience to advance in their career.

County Commissioners Christine Husom and Michael Potter and Human Resources Director Schawn Johnson were agreeable to the recommendation of changing a Mental Health Professional/Social Worker III position into a Social Worker II position.

RECOMMENDATION: *Approve to Reclassify a Mental Health Professional/Social Worker III to a Social Worker II position.*

7-08-20 Personnel Committee Minutes Submitted by Kathleen Brannan-Merritt

(End of 7-08-20 Personnel Committee Minutes)

7-14-20 COMMITTEE OF THE WHOLE (COTW) MINUTES

At today's County Board Meeting, Potter moved to approve the minutes and recommendations. Vetsch noted that the recommendation in the COTW Minutes reflects School Districts could receive funding of \$4.2M (Public Schools) and that figure should be corrected to reflect \$4.4M (Public Schools) and \$200,000 for Charter Schools. The motion was seconded by Vetsch. Borrell asked whether the amounts reflected in the minutes are final or if funding can be reallocated. He is aware of a proposal that may be submitted. Vetsch said the only funding that cannot be reallocated at this time is for the School Districts. Husom said the School Districts were told how much would be given per student. The County has not met with or received any applications from the Economic Development Partnership or affiliates. Daleiden said School Districts need to know funding levels because of the potential of remote school requirements (computers, software, and creating hot spots). Borrell asked what will happen to funding if the School Districts do not utilize it all. Husom said there is a meeting scheduled with superintendents this afternoon. The funding is specific on what it can be used for on all levels. Vetsch said that funding not utilized by mid-November can be reallocated. Funding provided to townships must be spent in a certain time frame or returned. Husom said the County is looking to hire a consultant to aid with these processes. The motion to approve the 7-14-20 COTW Minutes carried 5-0 on a roll call vote. The minutes follow:

I. CARES ACT

Administrator Kelly opened the meeting, by providing an overview of the matters before the County Board. The County will be receiving \$16.5M of federal funding for expenditures that the County has / will incur related to COVID, Staff has started putting together this information. The County is also anticipating that some of the townships will not have expenses that qualify for CARES funding; therefore, their funding would then be allocated to the County. Considerations need to be made if the County would like to pursue hiring a consultant to assist with interpreting and guiding the County on appropriate spending of these funds. We have the expertise in house but need the additional manpower to assist with this.

Kelly went on to state that he believes there will be 3 – 4 buckets of money and identified what he felt would be the appropriate levels of funding:

- *County - \$7M*
- *Economic Development - \$2M*
- *Affiliates / Community Partners - \$3M*
- *School Districts - \$4.6M, based on student enrollment of 27,715 students, that would be \$165+ per student*

In concept the Board was in agreement. Additional discussion did take place relative to the proposed allocation to the school districts. It was clarified that the student count was for public schools only, charter and private schools within the County were not included in that allocation. It was the consensus of the Board that the per pupil allocation seemed to be the fairest.

Discussed having an application process for the service providers (Affiliates/Community Partners). Attorney Kryzer will assist with the creation of the application.

Goodrum Schwartz reminded the group that all expenditures must be spent by November 1st. Dollars not spent will be returned to the Federal government. Need to have contracts in place and completed and paid for by deadline.

Discussed the creation of teams to assist through the process. Teams will be created that will include staff and commissioners to address each bucket of funding, except for School Districts which will be the full Board. That meeting has been scheduled for Tuesday, July 21.

7-14-20 COTW Minutes (cont.):

After further discussion it was agreed to reduce the contribution to the public schools to 4.4M, allowing \$200,000 that could be used for other schools within the County.

Husom requested that Administration have consultant information at the next Board meeting, July 21 so that a decision can be made. Also requested Administrator Kelly find out when they would be available so that meetings can be set up as soon as possible.

The Teams were identified as follows:

- Affiliates / Community Partners – Husom and Daleiden*
- Economic Development – Potter and Vetsch*

Commissioner Vetsch and Administrator Kelly will create a presentation to the meeting with the Superintendents of Wright County School districts.

Recommendations:

1. *Funding Levels will be*
 - *County - \$7M*
 - *Economic Development - \$2M*
 - *Affiliates / Community Partners - \$3M*
 - *School Districts \$4.4M (Public Schools)*
 - *Charter Schools \$200,000*
2. *Selection of Consultant will be done at the July 21, 2020 Board meeting*
3. *Commissioner Appointment to the Teams:*
 - *Affiliates / Community Partners – Husom and Daleiden*
 - *Economic Development – Potter and Vetsch*

The meeting adjourned at 2:05 pm

7-14-20 COTW Minutes submitted by Sue Vergin, Assistant County Administrator

(End of 7-14-20 COTW Minutes)

7-14-20 COUNTY BOARD WORKSHOP MINUTES

At today's County Board Meeting, Vetsch moved to approve the minutes and recommendations. The motion was seconded by Daleiden. Daleiden noted that the House and Senate are no longer in session, and the bonding bill did not pass. He thought they would be called back into session on 8-13-20. Potter said this results in projects being delayed for a year. He referenced the minutes and said the audit reflects the County is financially stable. It was a clean audit with minor notations. He commended departments and the Auditor/Treasurer's Office. The motion carried 5-0 on a roll call vote. The 7-14-20 County Board Workshop Minutes follow:

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

I. Schedule Meetings As Needed

Darek Vetsch, County Commissioner, proposed a meeting with school superintendents on 7-21-20 at 1:30 PM regarding CARES Act funding. This would be an informational meeting, and will be done on-site with an option to join virtually. Michael Potter, County Commissioner, asked to include Functional Industries. Lee Kelly, County Administrator, will send invitations. Vetsch said more will be known after today's Committee Of The Whole meeting regarding CARES Act funding.

Recommendations:

- 1) *Continue discussion of CARES Act funding from the Committee Of The Whole meeting this afternoon at 1:00 P.M.*
- 2) *L. Kelly to schedule meeting with County school superintendents on 7-21-20 at 1:30 P.M. in the Board Room with an option to participate via Microsoft Teams to discuss CARES Act funding.*

II. Audit Exit Meeting with CliftonLarsonAllen (CLA)

Douglas Host, Principal, CliftonLarsonAllen Brainerd, presented the Audit Presentation – Year Ending December 31, 2019 (see attachment), along with Kristen Houle, Director, CLA St. Cloud. Host directed attention to Page 3, Required Communications.

7-14-20 County Board Workshop Minutes (cont.):

The County Commissioners received a Governance letter with required communications in detail. A key component of this communication is the unmodified or “clean” opinion issued on the County’s financial statements.

Houle moved to Page 4, Internal Control. There was one material weakness in internal control, which means there is a reasonable possibility that a material misstatement would not be prevented or detected and corrected on a timely basis. The deficiency was adjusting journal entries noted during fieldwork. There were no significant deficiencies, which are less severe. Houle continued with the Single Audit finding on page 6. While no material weaknesses were found, there was a significant deficiency related to Medical Assistance in that a casefile did not agree to MAXIS.

Page 7 describes Minnesota Legal Compliance. The County’s insurance broker in charge of submitting the Request For Proposals (RFP) did not place an RFP in a newspaper or trade journal. Also, the County had not published claims over \$2,000 in local newspapers, but has begun doing so in 2020 to comply with State Statute.

Host discussed Financial Results on Page 9. The recommended Fund balance is not less than 3 to 5 months of expenditures. There was a decrease of ½ month from 2019 to 2018. This is the fourth year in a row with a decrease in this fund balance. Host said it is not dangerously low, and is likely due to County construction projects.

Page 10, Governmental Funds – Revenues and Expenditures, show 2019 was the fifth year that expenditures exceeded revenues. 2019 saw a \$15 million increase in revenues, and \$29 million increase in expenditures. Page 11 shows revenues in more detail by fund categories. Page 12 shows expenditures in the same manner.

Pages 13 through 15 show Revenues and Expenditures for the General, Road and Bridge, and Human Services Funds. County Indebtedness – Governmental Activities shows an increase due to Government Obligation Bonds for the construction projects.

Host said financial statements were submitted to the required State agencies by the statutory deadline and the Government Finance Officers Association by the 6-30-20 deadline. Bonds issued in 2019 total \$61 million, with a \$44 million increase in net book value of capital assets in 2019.

Also distributed was a Schedule of Expenditures of Federal Awards and Independent Auditors’ Reports As Required By Government Auditing Standards, Uniform Grant Guidance, and Minnesota Statutes For The Year Ended December 31, 2019 (see attached).

Recommendation: Informational only.

III. Health Partners Clinic

Elizabeth Tobias and Alexander Jordan from Health Partners presented information on the Well @ Work On-Site Clinics program (see attached presentation). Tobias said this is a way to provide healthcare to employees in a safe and convenient way while reducing employees’ time away from work. Keeping employees healthy is the best way to manage health care costs.

Tobias and Jordan reviewed the components of the Well @ Work program (as outlined in the presentation):

- Dedicated space on-site staffed by a dedicated clinician (Physician’s Assistant or Nurse Practitioner) who practices a broad scope of care rooted in primary care and cultivates professional relationships with employees
- Acute and episodic care, as well as care for chronic conditions
- Lab services
- Pre-packaged pharmacy dispensation
- Preventive care
- Vaccinations and injections
- Room to add specialty integrations such as physical therapy, behavioral health, or dermatology)

Jordan explained the Feasibility Analysis, which helps determine the right size of care for the need. Based on information regarding the number of office, emergency room, and urgent care visits of County employees, the model shows average claims and productivity costs of \$492,391 per year. If the County established a Wellness @ Work Clinic in the new Government Center, staffed three days per week, 16 visits per day, the cost would be \$315,000. The average cost per visit goes from \$187 to \$120 with this model. Lab work is done at a lower rate than at community care clinics. Medications are dispensed at no cost to the employee. There is a set or flat office rate fee, and low costs for lab and medications. The County would sign a three- to five-year agreement with Health Partners. There are termination clauses in the agreement. The space and equipment would be owned by the County.

7-14-20 County Board Workshop Minutes (cont.):

There are two Funding Options:

- 1) *Claims - Run claims for services through the health plan. Employees are charged according to their benefits, and the County pays the balance of the costs.*
- 2) *Direct Bill – Services are available at no cost to employees. Costs are paid through a monthly invoice to the County.*

Jordan discussed the possible costs based on the percentage of estimated usage by employees. If the County allows spouses and dependents to use the clinic, there would be a larger pool of people using the services. The County would incur increased savings due to increased utilization. Jordan recommended utilization incentives, such as no or reduced copayment, reduction in employee premium contribution, cash or gift card, and contribution to HSAs.

L. Kelly said a letter of intent was sent to Health Partners about six months ago. Tobias said Health Partners would like a finalized contract about six months prior to the clinic opening about October of 2021. They will start working on the contract details and will bring it back to the County Board next spring. Tobias said it would be helpful for the Board to determine which funding model (Claims or Direct Bill) they prefer before the contract is drafted.

The consensus regarding flu shot clinics was for Public Health to do the flu shot clinic in 2021, and determine coordination of the 2022 flu clinic at a later date.

Recommendation: Informational only.

IV. Highway 5-Year Highway Improvement Plan

Virgil Hawkins, Highway Engineer, requested authorization to proceed with the update to the Five-Year Highway Improvement Plan for 2021-2025 (see attachment).

Recommendation: Proceed with the update to the Five-Year Highway Improvement Plan for 2021-2025.

V. CR147 Jurisdictional Transfer Public Hearings

Hawkins requested approval to schedule public hearings for CR147 Jurisdictional Transfer on 9-01-20 at Rockford Township Hall, and 9-14-20 at Buffalo Township Hall.

Recommendation: Authorize the following public hearings for CR147 Jurisdictional Transfer:

- 1) *Rockford Township Hall, 3039 Dague Avenue SE, Buffalo, MN 55313 on 9-01-20 at 7:00 P.M.*
- 2) *Buffalo Township Hall, 3959 Dague Avenue NE, Buffalo, MN 55313 on 9-14-20 at 7:15 P.M.*

VI. CMRP (Central Mississippi River Regional Planning Partnership) Update

Vetsch presented an update from CMRP on the Framework 2030 Project (see attached). CMRP requested a Resolution Of Understanding stating the County Board understands and agrees with the direction of the Project.

Recommendation: L. Kelly will present a Resolution Of Understanding at the 7-21-20 County Board Meeting.

VII. Office Space Evaluation

Several departments requested additional space once Court Administration, Court Services, and the Attorney's Office vacate the current Government Center and move to the Justice Center. This would be for approximately one year before the new Government Center is completed. After discussion about moving various departments into those spaces, the consensus was to not proceed with repurposing vacant offices at this time.

Recommendation: Do not proceed with repurposing vacant offices at the existing Government Center at this time.

VIII. Dental Clinic

Alan Wilczek, Facilities Services Director, said a decision needs to be made regarding who will oversee construction of the dental clinic. Vetsch recommended that Wilczek get the cost of buildout and construction management of the dental clinic from Contegrity Group, Inc.

Recommendation: Direct Alan Wilczek, Facilities Services Director, to get cost estimates on the buildout of the dental center from Contegrity Group, Inc., and add buildout of the dental clinic and the cost of construction management services to the current Contegrity Group contract.

7-14-20 County Board Workshop Minutes (cont.):

The workshop adjourned at 11:44 AM.

7-14-20 County Board Workshop Minutes submitted by Deb Schreiner, Administrative Specialist
(End of 7-14-20 County Board Workshop Minutes)

7-15-20 COMMITTEE OF THE WHOLE (COTW) MINUTES

At today's County Board Meeting, Daleiden moved to approve the minutes. The motion was seconded by Potter. Potter said there was discussion at the Committee level about the needs of the Sheriff's Department and that hiring of a Training Lieutenant Coordinator in 2020 is imperative. Daleiden said this is especially true with the Tactical Training Center and coordinating training with the FBI (Federal Bureau of Investigation). Husom said the position will also track training requirements for deputies. Vetsch noted that this position will be budget neutral. Permit to carry funding will be utilized more thereby freeing up General funds to be used for this position. The motion carried 5-0 on a roll call vote. The 7-15-20 COTW Minutes follow:

I. SHERIFF'S OFFICE ORGANIZATION AND STAFFING STUDY

Sheriff Sean Deringer presented the following position requests for Midyear 2020 (see attached Budget Amendment forms):

- 1) *Training Lieutenant Coordinator*
- 2) *CID Sergeant*

Deringer also requested authorization for Human Resources to develop a draft job description to change the Business Manager position in the Sheriff's Office to Office Administrator. The proposed job description would then be sent to Baker Tilly to classify points and compensation to more accurately reflect the level of responsibilities currently shouldered by Shawna Athman, Business Manager.

Schawn Johnson, Human Resources Director, said there are many facets to consider with this job description request, as there are other positions in the County with the title of Business Manager. The proposed Office Administrator job description will be drafted and sent to Baker Tilly to be pointed and graded, but there may be further discussion down the road. Darek Vetsch, County Commissioner, agreed and said the County Board should have the opportunity to review the proposed Office Administrator job description and discuss the full ramifications of the change.

Deringer said he will also request the following additional positions for 2021 (see attached Budget Amendment forms):

- 1) *Civilian Communications Officer*
- 2) *Two SIU Deputies to (one to focus on narcotics)*
- 3) *Patrol Sergeant*

Recommendations:

- 1) *Approve hiring of Training Lieutenant Coordinator position in 2020.*
- 2) *Direct Human Resources and the Sheriff's Office to develop a draft job description for the proposed Office Administrator position now classified as Business Manager.*
- 3) *The CID Sergeant position request will be reviewed in 30 to 60 days.*

The meeting adjourned at 11:43 AM.

7-15-20 COTW Minutes submitted by Deb Schreiner, Administrative Specialist
(End of 7-15-20 COTW Minutes)

RESOLUTION OF UNDERSTANDING FOR CENTRAL MISSISSIPPI REGIONAL PLANNING PARTNERSHIP (CMRP) FRAMEWORK 2030

Vetsch moved to adopt Resolution #20-46, Resolution of Understanding for CMRP Framework 2030. The motion was seconded by Potter. Vetsch said information was presented at the most recent County Board Workshop Meeting. Discussion followed on the lengthy timeline and steps involved with a river crossing. Potter said there is consideration being given at the federal level to streamline the permitting process and hopes Vetsch can testify at the hearings. Vetsch said much of it is managing expectations associated with the 2030 timeline for the river crossing. Potter said that hopefully by 2030, much of the framework has been changed to make the process easier. He said there are so many agencies involved. Daleiden referenced the area of Anoka and Elk where they are looking at another bridge crossing. He said the timing may bring forth the issues associated with bridge crossings in multiple locations. If it is an issue in that location, it may help to bring forward that it is also an issue in Wright County. The motion to adopt Resolution #20-46 carried 5-0 on a roll call vote.

CARES ACT DISCUSSION

Lee Kelly, County Administrator, said the County has received three proposals from consultants to assist with the distribution of funding relating to the CARES Act. The firms include Ehlers-Inc., CliftonLarsonAllen LLP (CLA), and Baker Tilly. The County has worked with each of the three firms in some capacity. Each of the proposals carries its own strengths and provides different services. He followed up with the firms suggesting a not-to-exceed figure, but that will require the County to further define the scope of services. Kelly stated that Ehlers provides focus on guidance interpretation and risk assessment; CLA performs the County's audit annually so has experience with the County's financials; and the County has utilized Baker Tilly for studies. Baker Tilly may have the most comprehensive list of services, to include an online portal. Daleiden agreed but had concern with the cost. There are major differences in hourly rates within the firm, dependent on who provides the services. He said Baker Tilly would provide the most comprehensive service with hands off results.

Husom wondered if the online portal offered through Baker Tilly would be less expensive in the long run but said she is most comfortable with Ehlers-Inc. or CLA. She noted that CLA provides the County's audit services and questioned whether that would be a conflict. She said services provided by Ehlers-Inc. have been top notch as far as guidance. Vetsch said his concern lies with delays in service with Baker Tilly seeking out these types of contracts.

Daleiden suggested that the County further define the scope. Vetsch said these services would include expenditure approval (making sure expenditures meet the law), application coordination, expenditure tracking, and auditing. It was the consensus that Husom and Vetsch meet with the Administrator and Auditor/Treasurer to review and define the scope of services. Hiivala said another component that needs to be included is the guidance on financial reporting. He said CLA would be familiar with that due to their auditing services. Another option the Board discussed was splitting the scope of services between consultants. Potter said he would lean towards Ehlers-Inc. if they can provide the services. If not, he would be supportive of moving to another consultant. Kelly said monitoring and guidance will be the baseline. The group could meet to discuss whether there are services needed other than those defined by Vetsch. Potter stated that if the group meets with CLA and Ehlers-Inc. and determines which consultant would be best able to provide the services, he is fine with them moving forward. If not, discussion should be brought back before the County Board.

Daleiden made a motion for the group to proceed with a consultant if they have determined it best suits the County's needs. If further discussion is required, it should be brought back to the County Board. Daleiden said he would like this topic placed on the 7-28-20 County Board Agenda. The motion was seconded by Potter and carried 5-0 on a roll call vote.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. MnDOT Meeting. Potter attended a meeting on 7-20-20. The BUILD Grant was not awarded last fall, and the group is working on another application for spring. It involves the section of I-94 between Monticello and Albertville.
2. Transportation Alliance. Potter attended a recent meeting in St. Paul. The group discussed the lack of movement for infrastructure on the state level but there is movement on the federal level. The Fly-In is scheduled for September 21-23, 2020 and will offer remote attendance. Highways 25, 55 and I-94 will be topics that will be discussed.
3. Trailblazer Transit. Potter attended a recent meeting. Kevin Kassel has accepted a different position so will be unable to fill out his term. Potter extended appreciation to Kassel at that meeting for his service. Potter attended a Joint Powers Board Meeting last week. Discussion included the CARES Act. The portion relating to transit is being handled by MnDOT. Tom Godfrey has been named Minnesota Transit Executive Director as of January 1st. A pre-bid meeting is being held onsite on 7-21-20 for the Trailblazer building addition. A bid opening will be held later this month. The groundbreaking ceremony will be held on 9-17-20 at 9:30 AM.
3. Economic Development Partnership Management Committee. Potter attended a meeting last week. Revenues have declined with slower payments and companies cutting funding due to COVID-19. Board members in 2021 were discussed. One representative will no longer serve so that Vetsch can join.
4. AIS Committee. Husom and Vetsch recently attended a meeting where discussion included porta-potty funding and grants for bait disposals.
5. Safe Communities of Wright County. Husom said a new Director will be appointed as Susan Robinson has taken another position. Wright Road for Teens and Parent/Teen Presentations are being held via zoom.
6. Safe Harbor. Husom attended a recent meeting. There was an audit performed associated with a grant. Feedback was received on core principals and protocols moving forward.
7. Administrator Updates:
 - A. Kelly met with Jolene Foss, Executive Director the Wright County Economic Development Partnership, on the CARES Act.

The meeting adjourned at 10:31 AM.

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