



**BOARD MINUTES**  
**BOARD OF WRIGHT COUNTY COMMISSIONERS**  
**AUGUST 21, 2018**

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

**DATE APPROVED: AUGUST 28, 2018**

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

**COUNTY BOARD MINUTES 8-14-18**

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

**AGENDA**

The following items were petitioned to the Agenda under Items For Consideration: Item C, “Budget Committee Of The Whole Schedule Revisions” (Kelly); Item D, “Schedule Kick-Off Meeting For New Government Center Building” (Kelly). Potter moved to approve the Agenda as amended, seconded by Borrell. The motion carried 5-0.

**CONSENT AGENDA**

Item E of the Consent Agenda, “Attorney, Approve A Grant From MNCASA For The Development Of A Wright County Area Safe Harbor Protocol Program” was pulled as the County Attorney’s Office asked to have further discussion on the topic. Borrell made a motion to approve the remainder of the Consent Agenda, seconded by Husom. The motion carried 5-0.

A. ADMINISTRATION

1. Claim - Madden, Galanter & Hansen LLP, 07-2018 Services \$2,693.40

B. ADMINISTRATION

1. Refer Discussion Regarding HHS Teleworks Pilot Program And Future Viability Of The Program To 9-12-18 Personnel / Employee Relations Committee

C. ADMINISTRATION

1. Refer The LEC Geothermal System To The 8-22-18 Building Committee For Discussion On System Investigation/Steps

D. ADMINISTRATION

1. Refer Residual Bond Proceed Projects, Highway & Public Works Buildings To The 8-22-18 Building Committee Meeting

F. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between August 8, 2018 and August 10, 2018

G. HEALTH & HUMAN SERVICES

1. Position Replacement
  - A. Financial Worker

Item E of the Consent Agenda, “Attorney, Approve A Grant From MNCASA For The Development Of A Wright County Area Safe Harbor Protocol Program” was discussed. Brian Asleson, Chief Deputy Attorney, said they have already entered into the grant agreement and will be receiving funds, which will be passed through to the contractor. John Bowen, Assistant County Attorney, said sex trafficking and exploitation issues have been in the media forefront over the past few years and Wright County is not immune to this. There are issues with sexual exploitation of children in Wright County. With the passage of the Safe Harbor Law, a juvenile engaged in the act of prostitution cannot be prosecuted.

Wright County applied for a State grant to become one of five pilot sites and was awarded \$14,500 in grant funding from Minnesota Coalition Against Sexual Assault (MNCASA) for the development of a Wright County Area Safe Harbor Protocol Program. The grant agreement runs from 3-01-18 through 6-30-19. No matching local funds are required. A recent team orientation was attended by Husom, representatives from the County Attorney’s Office, Health & Human Services, law enforcement, health care and schools. Chuck Deary, Gender Violence Institute, will

be the lead writer in this effort. Husom said the Safe Harbor Protocol Guideline developed by Ramsey County will be used as a guide. Bowen explained the grant funding can be used for training and hiring of the writer.

Vetsch moved to approve expending the funds from the professional services line item, which will be reimbursed by grant dollars once received. The motion was seconded by Potter and carried 5-0.

Husom made a motion to accept the grant from MNCASA in the amount of \$14,500. The motion was seconded by Vetsch and carried 5-0.

## **TIMED AGENDA ITEMS**

### **VIRGIL HAWKINS, HIGHWAY ENGINEER**

Approve Resolution Of Final Acceptance For The CSAH 35/CR 134 Roundabout Project, Contract No. 1603, SP 086-070-010, With New Look Contracting, Inc. Of Rogers, Minnesota & Authorize Final Payment Of \$127,190.92

Potter moved to adopt Resolution #18-61, resolution of final acceptance for the CSAH 35/CR 134 Roundabout Project and to authorize final payment in the amount of \$127,190.92 to New Look Contracting, Inc. The motion was seconded by Husom. Borrell said he will vote against the motion as he does not support roundabouts in a 55-mph zone. The motion carried 4-1 with Borrell casting the nay vote.

Award Woodland Township Bridge Replacement Project On 60th Street SW, SAP 086-599-027, Bridge Number 86J16. Award Contract No.1811 To Landwehr Construction, Inc. Of St. Cloud, \$408,292.30

Hawkins said bids were opened on 8-07-18 for the Woodland Township Bridge Replacement Project and recommended award to Landwehr Construction in the amount of \$408,292.30.

On a motion by Vetsch, second by Borrell, all voted to award the bid to Landwehr Construction in the amount of \$408,292.30.

### **SUE VERGIN, ASSISTANT COUNTY COORDINATOR**

Utilization of Volunteers at Front Reception Desk

Vergin said this topic was discussed in early August during a Committee Of The Whole (COTW) Meeting, and staff was authorized to seek volunteers for the Lobby Reception desk. Four volunteers have expressed interest. Advertising will continue for a larger pool. It appears that with the volunteers, coverage will be for the majority of business hours. The goal will be to identify and cover the busiest time periods. Volunteers will answer the switchboard phone calls. When not staffed, phone calls will be redirected to the appropriate areas. Kiosks, signage, and FAQ information will be used to direct people when volunteers are not available. Training will be held the first two weeks of September. If the volunteer program is approved, the Office Technician I position that currently is used for the Lobby Reception position will be moved to the License Bureau.

Potter moved to authorize use of volunteers at the Government Center Lobby Reception desk and to move one Office Technician I position to the License Bureau. The motion was seconded by Borrell. It was suggested that a sign be placed at the desk indicating it is a volunteer position and encouraging others to volunteer. Vergin was thanked for bringing this idea forward. The motion carried 5-0.

## **ITEMS FOR CONSIDERATION**

### **8-14-18 COMMITTEE OF THE WHOLE MINUTES**

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

I. Audit Exit Meeting with CliftonLarsonAllen

*Doug Host, CliftonLarsonAllen (CLA), prepared a powerpoint presentation which he reviewed with the board.*

*As required by audit standards the board was also provided with the governance letter.*

*In addition to reviewing the power point, Host shared that the audit of Wright County's financial statements went smoothly. Staff was friendly and cooperative.*

*The county received an unmodified opinion on the financial statements which means that the 2017 Comprehensive Annual Financial Report (CAFR) has been determined to be materially correct in all respects. There were no internal control material weaknesses or significant deficiencies identified. Host shared that having no findings in internal control is rare. This is a reflection that Wright County has policies and procedures are in place and they are operating effectively.*

*There was a review of the County's federal single audit findings and discussion regarding the correction of those findings.*

*There was Inquiry and discussion regarding services that CLA offers.*

(End of 8-14-18 COTW Minutes)

**RESCHEDULE THE SEPTEMBER 12, 2018 COMMITTEE MEETINGS**

The Board discussed reschedule of the Committee meeting date because of attendance at the Association of Minnesota Counties Fall Policy Meetings.

Husom moved to reschedule the 9-12-18 committee meetings to 9-10-18 starting at 11:00 A.M. The motion was seconded by Borrell and carried 5-0.

**BUDGET COMMITTEE OF THE WHOLE SCHEDULE REVISIONS**

Lee Kelly, County Coordinator, said Road and Bridge was scheduled for a second budget session on 8-29-18 at 10:00 but the session is not needed. He suggested removal of that budget session from the schedule. The Remaining Personnel Requests and Issues session would be moved from 11:00 A.M. to 10:00 A.M. on 8-29-18.

Vetsch made a motion to remove the 8-29-18 budget session at 10:00 A.M. with Road & Bridge. The budget session for Remaining Personnel Requests and Issues will be moved from 11:00 A.M. to 10:00 A.M. that day. The motion was seconded by Potter and carried 5-0.

**SCHEDULE KICK-OFF MEETING FOR NEW GOVERNMENT CENTER BUILDING**

Kelly was contacted by Bruce Schwartzman of BKV Group on scheduling a kick-off meeting for the new Government Center Building. The Agenda items will include: Debrief of Facilities Tour; Identify Goals of Project; Service Delivery Strategies; and Project Priorities.

Vetsch moved to schedule a COTW Meeting on 8-30-18 at 12:30 P.M. for the kick-off meeting for the new Government Center Building. The motion was seconded by Potter and carried 5-0.

**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

1. Borrell recently attended the Cokato Corn Carnival and Montrose Days events.
2. Midwest Regional Crime Lab. Husom attended the meeting on 8-14-18. There has been a portal update and use of evidence intake software that will expedite evidence collection. The information is pre-logged and dropped off. This will result in a time savings for employees dropping off evidence. Sometimes they wait two hours. Husom said the budget has been adopted with Wright County's percentage being 19.48% and portion being \$390,293. It is up slightly from last year.

3. Wright County Emergency Medical Services Advisory Council. Husom said Wright County Public Health received an Opioid SHIP (Safety & Health Investment Projects) Grant. After the motor vehicle crash on I-94 last week causing a 6-hour closure, there was an increase in the number of people that signed up for phone alerts during this type of situation. The Citizen Alert Sign-Up (Everbridge) can be found on the Wright County website, [www.co.wright.mn.us](http://www.co.wright.mn.us).
4. Albertville Fire Department Memorial Dedication Ceremony. Husom said the ceremony will be held 9-09-18 at 3:00 P.M. at the Albertville Fire Department.
5. Wright County Community Action (WCCA). Daleiden said WCCA works with Headstart and early Headstart Programs. They are collaborating with the school districts to review and eliminate duplication of effort. They are also working with Central MN Council On Aging on volunteers for transportation. Anyone interested in volunteering to provide rides should contact the WCCA at 320-963-6500.
6. All Safe Schools Meeting. Vetsch attended a meeting on 8-15-18. Presentations were made on the impacts of E-Cigs in schools and what happens to students who pose threats at school. The goal is to get the word out to students that these threats are being taken seriously.
7. Owners Committee, Justice Center. Potter and Borrell attended a meeting on 8-15-18. Potter provided an update on the progress of construction and change orders that have occurred.
8. Wright County Economic Development Partnership (EDP) Board. Potter attended a meeting on 8-17-18 in Clearwater. The EDP budget will remain the same. A loan through the EDP revolving loan fund is expiring, which will free up more dollars in that fund. Costs are being obtained on an upgrade of the video showcasing Wright County.

The meeting adjourned at 9:49 A.M.

Submitted by: Susan Backes, Clerk to the County Board