



BOARD AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS
March 22, 2022

Christine Husom, District 1
Darek Vetsch, District 2
Mark Daleiden, District 3
Mary Wetter, District 4
Michael Kaczmarek, District 5

I. 9:00 A.M. PLEDGE OF ALLEGIANCE

II. MINUTES - DISPENSE WITH READING. APPROVE AS WRITTEN/REVISED.

A. COUNTY BOARD MINUTES 03-08-2022

Documents:

[03-08-2022 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Schedule Employee Years Of Service Recognition At 10:00 AM At The County Board Meeting On Tuesday, March 29
2. Authorize Payment To The Minnesota Counties Intergovernmental Trust (MCIT) In The Amount Of \$57,896.00 For Wright County Property Coverage #6638
3. Approval Of Charitable Gambling Application, Form LG220, Ancient Free And Accepted Masons Of Minnesota, Gambling Premises: Rockford Township Hall, 3039 Dague Ave SE, Buffalo, MN 55313 (Rockford Township), Date Of Activity: 4/2/2022
4. Approve The Following Grant Applications:
 - A. CITY-005 Rockford Water/Sewer Grant (\$149,375)

Documents:

[REQUEST FOR BOARD ACTION - RFBA.PDF](#)
[MCIT INVOICE 6638.PDF](#)
[LG220 - ANCIENT FREE AND ACCEPTED MASONS OF MN.PDF](#)
[RFBA - ARP GRANT APPLICATIONS.PDF](#)
[ADM AMERICAN RESCUE PLAN GRANT APPLICATION - CITY-005 CITY OF ROCKFORD.PDF](#)

B. ADMINISTRATION - FINANCE

1. Approve Tobacco License For 152 Club, Inc. DBA 152 Club (Albertville) From March 22, 2022 To December 31, 2022
2. Motion To Approve The Reimbursement Of The American Rescue

Plan Act (ARP) Funds As Follows:

Approval Of Use Of ARP Funds From 01 -099 -493 -8415

\$100,333.92 1.7 Capital Investment -Customer Flow Management System

3. Motion To Approve The Reimbursement Of The American Rescue Plan Act Funds (ARP) As Follows:

County ARP Funds:

Approval Of County Reimbursement Of \$268.23 From 01 -099 -493.6910 Transfer Out Into 01 -100 -493.5910 Transfer In As Follows:

\$268.23 For Administrative Expenses -Staff Costs

Approval Of Use Of ARP Funds From 01 -099 -493 -8428, 8436 And 8416

\$150.00 7.1 Administration Time -Consultant Support

\$6,557.85 1.10 Mental Health Services -Safe Families

\$8,513.75 2.10 Aid To Nonprofits -4 -H

4. Refer To Personnel Committee To Discuss The Process For Replacement Of Accounting Staff
5. Review Monthly Finance Report For January And February 2022
6. Acknowledge Warrants Issued Between March 2, 2022 And March 15, 2022 (*See Below, Item IX. Warrants Issued*)

Documents:

[AGENDA 3-22 RBA TOBACCO LICENSE 152 CLUB.PDF](#)
[RFBA - ARP.PDF](#)
[RFBA - ARP FUNDS.PDF](#)
[RFBA - PERSONNEL COMMITTEE.PDF](#)
[RFBA - MONTHLY FINANCE REPORT.PDF](#)
[MONTHLY FINANCE REPORT - JAN AND FEB.PDF](#)
[MONTHLY FINANCE REPORT - JAN AND FEB 2022.PDF](#)
[RFBA - WARRANTS ISSUED.PDF](#)

C. ATTORNEY

1. Approve And Authorize Signatures On The Amendment To The Developers Agreement For Railroad Crossing Improvements In The City Of Albertville (CSAH 37 And 19)
2. Approve And Authorize Signatures On The Two Separate Agreements With BNSF For Railroad Crossing Improvements In The City Of Albertville (CSAH 37 And 19)

Documents:

03.22.2022. -AGENDA - BAR.GCC.AMENDMENT.PDF
AMENDMENT TO DEVELOPER AGREEMENT - WRIGHT COUNTY - GCC -
SIGNED.PDF
RFBA - RAILROAD CROSSING IMPROVEMENTS.PDF
ALBERTVILLE CR-37 SIGNALS.PDF
ALBERTVILLE CR-19 SIGNALS.PDF

D. HEALTH & HUMAN SERVICES

1. Position Replacement
 - A. Social Worker
 - B. Eligibility Specialist

Documents:

2022-03-22 RFBA HHS SW SKILLS - LICENSING.PDF
2022-03-22 RFBA HHS ELIGIBILITY SPECIALIST EECS.PDF

E. HIGHWAY

1. ****In Accordance With The Wright County Financial Policies & Procedures, Due To The Dollar Amount, The Highway Department Is Requesting Approval To Enter Into A Professional Services Agreement With Oertel Architects. Oertel Architects Is Currently Working On The Otsego Truck Station Expansion Project And Submitted A Proposal For Design/Construction Administration Of The Stand Alone Brine Station That Will Be Located At The Highway Department In Buffalo**
2. Approve Schedule For Receiving Bids
 - A. Contract 2208 - Maple Lake Township SPRA (SAP 086-600-009): Tuesday, April 19, 2022 At 11:00 AM
 - B. Contract 2207 - CSAH 35/Dague Avenue Roundabout Project (SP 086-070-021): Thursday, April 21, 2022 At 11:00 AM

Documents:

BAR - APPROVE AUTHORIZATION OF OERTEL PROPOSAL FOR DESIGN OF BRINE STATION - CONSENT.PDF
OERTEL FEE SCHEDULE.PDF
BAR - APPROVE SCHEDULE FOR RECEIVING BIDS FOR CONTRACT 2208.PDF

F. INFORMATION TECHNOLOGY

1. Approve Out Of State Travel For IT Staff, Dave Angell And Tou Pha
2. Refer To The April 13th, 2022 Personnel Committee Discussion Of Additional IT Positions

Documents:

[REQUEST FOR BOARD ACTION - IT TRAVEL OUT OF STATE FOR TRAINING 2022-04 DAVID ANGELL.PDF](#)
[REQUEST FOR BOARD ACTION - IT TRAVEL OUT OF STATE FOR TRAINING 2022-04 TOU PHA.PDF](#)
[REQUEST FOR BOARD ACTION - REFER TO THE PERSONNEL COMMITTEE 2022-04-13.PDF](#)

G. SHERIFF'S OFFICE

1. Position Backfill
 - A. Two Deputy FTE
 - B. Three Corrections Officer FTE
 - C. One OT II FTE

Documents:

[RFBA 03-22-2022 CA.PDF](#)

V. TIMED AGENDA ITEMS

A. SEAN DERINGER, SHERIFF'S OFFICE

1. *Recognition Of Wes Holland's Retirement

B. 9:02 A.M. LINDSEY MEYER, ADMINISTRATION - FINANCE

1. Approve Signing Memorandum Of Understanding For The Third Party Proctor Program Through DVS

Documents:

[RFBA - DVS.PDF](#)
[DVS-PROCTOR ADMINISTRATOR WEB-BASED MOU_FY21 \(1\).PDF](#)

C. 9:04 A.M. GREGORY PICKARD, VETERAN SERVICES

1. Adopt Resolution For MN Department Of Veteran Affairs County Veterans Service Office (CVSO) Operational Improvement Grant And Authorize CVSO, Greg Pickard, To Execute The Fiscal Year 2022 CVSO Grant Agreement

Documents:

[RFBA - CVSO OPERATIONAL IMPROVEMENT GRANT.PDF](#)
[RESOLUTION - CVSO OPERATIONAL IMPROVEMENT GRANT.PDF](#)
[2021-07-23-MDVA-GRANTS-MANUAL-FY2022_TCM1066-491146.PDF](#)
[CVSO WORKPLAN AND BUDGET - FY2022.XLSX](#)

D. 9:07 A.M. MATT TREICHLER, SHERIFF'S OFFICE

1. Resolution To Accept The 2022 -2023 Off Highway Vehicle Safety Grant

Documents:

[RFBA 03-22-2022.PDF](#)
[2022-2023 OHV SAFETY GRANT.PDF](#)
[RESOLUTION OHV SAFETY GRANT.PDF](#)

E. 9:12 A.M. TANYA WEST, RECORDER

1. Plat Approval
 - A. Authorize The Recording Of "Little Hawk Park" (Corinna Township)

Documents:

[LITTLEHAWKPARK.PDF](#)
[PLAT AND MYLARS OF LITTLE HAWK PARK \(002\).PDF](#)

F. 9:17 A.M. VIRGIL HAWKINS, HIGHWAY DEPARTMENT

1. Award Contract No. 2201, For The 2022 Pavement Preservation Contract, To Knife River Corporation Of Sauk Rapids, MN. We Recommend Award Of Contract 2201 To Low Bidder Knife River Corp. Of Sauk Rapids, MN In The Amount Of \$9,408,159.58 (Which Includes The Alternate Bid Of \$56,933.50 For The Bertram Park Paving)
2. Award Contract No. 2202, For The 2022 Seal Coat Contract To Allied Blacktop Company Of Maple Grove, MN. We Recommend Award Of Contract 2202 To Low Bidder Allied Blacktop Co. Of Maple Grove, MN In The Amount Of \$643,185.97
3. Award Contract No. 2203 For The 2022 Pavement Markings To Traffic Marking Services Of Maple Lake, MN. We Recommend Award Of Contract 2203 To Low Bidder Traffic Marking Services Of Maple Lake, MN In The Amount Of \$478,350.00
4. Set Transportation Committee Of The Whole (TCOTW) Meeting To Discuss Transportation Items:
 - A. Review Staff Update To Our Five-Year Construction Plan & Map (2022 To 2026)
 - B. Other
Suggested Dates For The Meeting: Tuesday, April 5th;
Wednesday April 6th; Thursday April 7th; Or The Week Of April 11th

Documents:

[BAR - AWARD CONTRACT 2201 PAVEMENT PRESERVATION CONTRACT TO KNIFE RIVER.PDF](#)
[CONTRACT 2201 BID SUMMARY - PAVEMENT PRESERVATION.PDF](#)
[BAR - AWARD CONTRACT 2202 SEAL SEAL COAT CONTRACT TO ALLIED BLACKTOP.PDF](#)
[CONTRACT 2202 BID SUMMARY - SEAL COAT.PDF](#)
[BAR - AWARD CONTRACT 2203 PAVEMENT MARKINGS TO TRAFFIC MARKING SERVICES.PDF](#)

[CONTRACT 2203 BID ABSTRACT - PAVEMENT MARKINGS.PDF](#)
[BAR - REQUEST TO SCHEDULE TCOTW MEETING.PDF](#)

G. 9:25 A.M. GREG KRYZER, ATTORNEY

1. Approve Resolution For Jurisdictional Change Of CR 147 To The City Of Buffalo

Documents:

[BAR - APPROVE RESOLUTION FOR JURISDICTIONAL CHANGE OF CR 147 TO THE CITY OF BUFFALO.PDF](#)
[RESOLUTION CR 147 TURNBACK CITY OF BUFFALO.PDF](#)

H. 9:30 A.M. PUBLIC HEARING TO DISCUSS OUTDOOR RECREATION GRANT APPLICATIONS

1. Proposed Play Structure Replacement At Montissippi County Park
2. Proposed Redesign Of Campground Facilities And Restroom At Schroeder County Park

Documents:

[PH.MONTISSIPPI.PARKS.PDF](#)

I. 9:35 A.M. BRAD HARRINGTON, PARKS & RECREATION

1. Adopt Resolution Related To The Grant Applications For Schroeder Park And Montissippi Park As Required By The MN Department Of Natural Resources Outdoor Recreation Grant Program

Documents:

[3_22_2022 CB AGENDA OUTDOOR GRANT RESOLUTION.PDF](#)
[MONTISSIPPI PLAYGROUND RESOLUTION.PDF](#)
[SCHROEDER PARK REDESIGN GRANT RESOLUTION.PDF](#)

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Ditch Committee Of The Whole (3/08/2022)
2. Wright County Board Workshop (3/15/2022)

Documents:

[03-08-2022 DITCH COMMITTEE OF THE WHOLE.PDF](#)
[03-15-2022 WRIGHT COUNTY BOARD WORKSHOP MINUTES.PDF](#)

B. ADMINISTRATION

1. *Purchase Of Signs For Vacated Buildings

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. WARRANTS ISSUED

Documents:

03-02-2022 THRU 03-15-2022 WARRANTS ISSUED 5,141,534.84.PDF
03-02-2022 THRU 03-15-2022 CLIENT WARRANTS ISSUED
378,452.56.PDF

X. NOTE

*Item Petitioned On The Agenda

**Item Removed From The Agenda