



**BOARD AGENDA**  
**BOARD OF WRIGHT COUNTY COMMISSIONERS**

**April 19, 2022**

Christine Husom, District 1  
Derek 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 4-05-2022**

Documents:

[04-05-2022 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION**

1. Approve Updates To The Wright County Records And Data Management Policy
2. Approve Updates To The Wright County Data Practices Policy For Members Of The Public
3. Approve Updates To The Wright County Data Practices Policy For Data Subjects

Documents:

[RFBA - UPDATES TO DATA PRACTICES POLICIES.PDF](#)  
[DRAFT - WRIGHT COUNTY RECORDS AND DATA MANAGEMENT POLICY.PDF](#)  
[DATA - PRACTICES - POLICY - FOR - MEMBERS - OF - THE - PUBLIC.PDF](#)  
[DATA - PRACTICES - POLICY - FOR - DATA - SUBJECTS.PDF](#)

**B. ADMINISTRATION - FINANCE**

1. Acceptance Of The 2020 Certificate Of Achievement For Excellence In Financial Reporting, This Is The Sixth Year In A Row In Which Wright County Has Received This Award For Its Annual Comprehensive Financial Report
2. Approve 2022 Tobacco License For One Stop Smoke Shop, LLC (Albertville) From April 19, 2022 To December 31, 2022.
3. Approve Seasonal On- & Off-Sale 3.2 Malt Liquor License And Consumption & Display (Set Up) Permit For Olson's Campground

On Limestone Lake, LLC For The Period May 1, 2022 Through October 31, 2022

4. Motion To Approve The Reimbursement Of The American Rescue Plan Act Funds (ARP) As Follows:  
County ARP Funds:  
Approval Of County Reimbursement Of \$216.79 From 01-099-493.6910 Transfer Out Into 01-100-493.5910 Transfer In As Follows: \$216.79 For Administrative Expenses-Staff Costs  
Approval Of Use Of ARP Funds From 01-099-493-8416,8436,8444.  
**\$1,970.00 2.10 Aid To Nonprofits-4-H**  
**\$6,410.85 1.10 Mental Health Services-Safe Families**  
**\$2,000.00 3.16 Social Determinants Of Health Community Violence-Operation Living Hope**
5. Motion To Approve The Budget Amendments As Attached Authorization For The Following Budget Amendments Due To An Accounting Technician Moving To Finance & Taxpayer Services From Information Technology
6. Approve County On-Sale Intoxicating Liquor License Plus Sunday Sales For Boathouse Events, LLC DBA The Boathouse From July 1, 2022 To June 30, 2023
7. Acknowledge Warrants Issued Between March 30, 2022 And April 12, 2022 (*See Below, Item IX. Warrants Issued*)

Documents:

[AGENDA 4-19 CONSENT - ACFR NOTIFICATION OF AWARD.PDF](#)  
[AGENDA 4-19 CONSENT - ACFR PRESS RELEASE.PDF](#)  
[AGENDA 4-19 CONSENT - RBA ACFR CERTIFICATE OF ACHIEVEMENT.PDF](#)  
[5 - CERTIFICATE \(1\).PDF](#)  
[10570.PDF](#)  
[10562.PDF](#)  
[10564.PDF](#)  
[10560 \(1\).PDF](#)  
[10560.PDF](#)  
[RFBA - BOATHOUSE.PDF](#)  
[RFBA - WARRANTS ISSUED.PDF](#)

### **C. ADMINISTRATION - HUMAN RESOURCES**

1. Approval Of Revisions To Section 502 (Smoking) Of The Wright County Personnel Handbook
2. Approval Of Revisions To Section 511 (Parking) Of The Wright County Personnel Handbook

Documents:

[BOARD APPROVAL OF REVISIONS TO SECTIONS 502 \(SMOKING\) OF THE WRIGHT COUNTY PERSONNEL POLICIES-APRIL 19, 2022.PDF](#)  
[502 SMOKING-REVISED POLICY APRIL 19, 2022 \(MARK-UP\).PDF](#)  
[502 SMOKING POLICY-APRIL 19, 2022 \(CLEAN COPY\).PDF](#)  
[BOARD APPROVAL OF REVISIONS TO SECTIONS 511 \(PARKING\) OF THE WRIGHT COUNTY PERSONNEL POLICIES-APRIL 19, 2022.PDF](#)  
[511 PARKING-REVISED POLICY-APRIL 19, 2022 \(MARK-UP\).PDF](#)  
[511 PARKING-REVISED POLICY-APRIL 19, 2022 \(CLEAN COPY\).PDF](#)  
[WRIGHT COUNTY CAMPUS PARKING.PDF](#)

#### **D. HIGHWAY DEPARTMENT**

1. In Accordance With Wright County Financial Policies, Due To The Dollar Amount, The Highway Department Is Requesting Approval To Enter Into A Professional Services Agreement With Oertel Architects
2. In Accordance With Wright County Financial Policies, Due To The Dollar Amount, The Highway Department Is Requesting Authorization For The County Administrator To Approve A Quote For Micro-Milling Services From Allstates Pavement Recycling & Stabilization Of Rogers, MN
3. In Accordance With Wright County Financial Policies, Due To The Dollar Amount, The Highway Department Is Requesting Authorization For The County Administrator To Approve A Quote For 72-Inch Diameter Concrete Pipe For A Culvert Replacement Under County Highway 8 (For Jurisdictional Ditch 31)
4. 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 Engineering Services Agreement With WSB & Associates, Inc. To Provide Design, Environmental, And Construction Services For The County State Aid Highway (CSAH) 35 Reconstruction/Expansion Project

Documents:

[04.19.2022.CONSENT.BAR.OERTEL.FEE.BRINE.STA.PDF](#)  
[04.19.2022.OERTEL.FEE PROPOSAL -03 -15 -2022.PDF](#)  
[04.19.2022.CONSENT.BAR.MICRO.MILLING.QUOTE.PDF](#)  
[04.19.2022.MICRO.MILL.ALLSTATES.QUOTE.PDF](#)  
[04.19.2022.CONSENT.BAR.72INCH.PIPE.FORTERRA.PDF](#)  
[04.19.2022.FORTERRA.72INCH.PIPE.QUOTATION.PDF](#)  
[04.19.2022.BAR.ENGR.SERVICES.CSAH.35.PDF](#)  
[WSB.AGREEMENT.WRIGHT CTY CSAH 35 RECONSTRUCTION PSA-R.PDF](#)

#### **E. PARKS & RECREATION**

1. Acknowledge Submittal Of The Wright County Parks And

## Recreation 2021 Annual Report

Documents:

[4-19-2021\\_ CONSENT\\_ 2021 ANNUAL REPORT PARKS AND RECREATION.PDF](#)  
[2021 YEAR END REPORT PARKS AND REC.PDF](#)

### **F. PLANNING & ZONING**

1. Accept And Sign The 2021 County Feedlot Officer's Annual Report. This Is An Annual Report Required By Minnesota State Rule 7020

Documents:

[FEEDLOT ANNUAL REPORT 2022.PDF](#)  
[2021 COUNTY FEEDLOT OFFICER ANNUAL REPORT - WRIGHT.PDF](#)

### **G. SHERIFF'S OFFICE**

1. Approve The 2021 Emergency Management Performance Grant (EMPG Grant)

Documents:

[RFBA 04-19-2022 CA.PDF](#)  
[2021 EMPG GRANT.PDF](#)

## **V. TIMED AGENDA ITEMS**

### **A. 9:02 A.M. BRIAN LUTES, ATTORNEY'S OFFICE**

1. Have Chairperson And County Administrator Sign An Approval Of Appointment And Oath For Sarah E. Erickson, Assistant Wright County Attorney And Introduction Of Sarah E. Erickson, Assistant Wright County Attorney, To The Board

Documents:

[AGENDA - APRIL 18, 2022.PDF](#)

### **B. 9:05 A.M. JOHN BOWEN, ATTORNEY**

1. Approval Of The Joint Powers Agreement Between The Wright County's Sheriff's Office, Sherburne County Sheriff's Office, And Stearns County Sheriff's Office

Documents:

**C. 9:10 A.M. MATT DETJEN, AG & DRAINAGE**

1. Schedule A Public Hearing For The Redetermination Of Benefits On County Ditch #23 And County Ditch #31

Documents:

[RFBA\\_ROB PH\\_CD23\\_CD31\\_4\\_19\\_2022.PDF](#)

**D. 9:13 A.M. CHAD HAUSMANN - HIGHWAY DEPARTMENT**

1. Approve Transportation Committee Of The Whole (TCOTW) Meeting Minutes From The Tuesday, April 5, 2022 Meeting, And Act On Recommendations

Documents:

[04.19.2022.BAR.APPROVE.TCOTW.MINUTES.PDF](#)  
[04.19.2022.TCOTW.MINUTES.APRIL5.PDF](#)

**E. 9:18 A.M. MATT TREICHLER, SHERIFF'S OFFICE**

1. Resolution To Accept A Federal Boating Safety Supplemental Equipment Grant

Documents:

[RFBA 04-19-2022.PDF](#)  
[2021 MN DNR FED BOATING SAFETY SUPP EQUIPMENT RESOLUTION.PDF](#)  
[3-WRIGHT COUNTY-GRANT-SIGNATURE REQUEST.PDF](#)

**F. 9:23 A.M. BRAD HARRINGTON, PARKS & RECREATION**

1. Approve Recommendations From March 14, 2022 Parks Commission Meeting
  - A. Approve The Permit And Fees For Special Events
  - B. Approve The Proposed Fee Schedule For Equipment

Documents:

[03-08-2022 CB AGENDA 3142022 PARKS COMMISSION MINUTES.PDF](#)  
[03.14.2022 PC MINUTES.PDF](#)  
[WCPR\\_SPECIAL EVENT PERMIT FINAL.PDF](#)

**G. 9:30 A.M. PUBLIC HEARING FOR COUNTY COMMISSIONER DISTRICTS**

Documents:

## **VI. ITEMS FOR CONSIDERATION**

### **A. ADMINISTRATION**

1. Approve Letter Of Support For Rockford Township's Border To Border Broadband Grant Application
2. Schedule Voter Integrity Follow-Up Meeting. Suggested Dates: May 3, 10, 17
3. Discuss The County Board Meeting Schedule For May
4. Request To Set Date And Time For A Public Hearing Related To Temporary Placement Of A Mobile Home For Supportive Care
5. Request Approval Of A County Board Resolution Designating MEDSURETY LLC And Matrix Trust As Health Reimbursement Arrangement (HRA) Trustee For The County.

Documents:

[RFBA - LETTER OF SUPPORT ROCKFORD TOWNSHIP BROADBAND GRANT APPLICATION.PDF](#)  
[LETTER OF SUPPORT.PDF](#)  
[RFBA - PUBLIC HEARING.PDF](#)  
[APPROVAL OF RESOLUTION DESIGNATING MEDSURETY LLC AND MATRIX TRUST AS HEALTH REIMBURSEMENT ARRANGEMENT TRUSTEE FOR WRIGHT COUNTY.PDF](#)  
[RESOLUTION-DESIGNATING MEDSURETY LLC AND MATRIX TRUST AS HEALTH REIMBURSEMENT ARRANGEMENT \(HRA\) TRUSTEE FOR THE COUNTY APRIL 19,.PDF](#)  
[WRIGHT COUNTY VBEA TRANSITION LETTER 4-13-2022.PDF](#)

### **B. COMMITTEE MINUTES**

1. County Board Workshop (4/12/2022)
2. Personnel Committee (4/14/2022)

Documents:

[04-12-2022 WRIGHT COUNTY BOARD WORKSHOP MINUTES.PDF](#)  
[04-14-2022 PERSONNEL COMMITTEE MINUTES.PDF](#)

## **VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

## **VIII. ADJOURNMENT**

## **IX. WARRANTS ISSUED**

Documents:

[03-23-2022 THRU 03-29-2022 WARRANTS ISSUED 1,505,260.97.PDF](#)  
[03-23-2022 THRU 03-29-2022 CLIENT WARRANTS ISSUED](#)

