



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

**October 19, 2021**

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 10-05-2021**

Documents:

[10-05-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION**

1. Position Replacement: Planning & Zoning Administrator

Documents:

[PZ ADMINISTRATOR REPLACEMENT.PDF](#)

**B. ADMINISTRATION - FINANCE**

1. Approve Renewal Of 2021 Tobacco Licenses For:

- A. Mark Allen Campbell DBA Brothers Smoke & More (Clearwater)
- B. Hansoline, Inc. DBA Flippin Bill's (Delano)
- C. Casey's Retail Company DBA Casey's General Store #3601 (Montrose)
- D. Casey's Retail Company DBA Casey's General Store #1647 (Cokato)
- E. Casey's Retail Company DBA Casey's General Store #2412 (Albertville)
- F. Cardinal Enterprises, LLC DBA Speedway #4834 (Rockford)
- G. Cardinal Enterprises, LLC DBA Speedway #4849 (Albertville)
- H. Lake Region Coop Oil Assoc. (Cokato)
  - I. Lake Region Coop Oil Assoc. (Maple Lake)
- J. AMBEMA Retails, LLC DBA South Haven Sports (South Haven)
- K. Don's Auto Service & Repair, Inc. (Albertville)
- L. Kwik Trip, Inc. DBA Kwik Trip #1020 (Albertville)
- M. Kwik Trip, Inc. DBA Kwik Trip #104 (Clearwater)
- N. Kwik Trip, Inc. DBA Kwik Trip #1031 (Delano)
- O. Kwik Trip, Inc. DBA Kwik Trip #177 (Monticello)
- P. Kwik Trip, Inc. DBA Kwik Trip #345 (Monticello)

- Q. Kwik Trip, Inc. DBA Kwik Trip #162 (Otsego)
- R. Kwik Trip, Inc. DBA Kwik Trip #681 (St. Michael)

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

County ARP Funds:

Approval Of County Reimbursement Of \$4,323.49 From 01-099-493.6910 Transfer Out Into 01-100-493.5910 Transfer In As Follows:

\$2,495.58 For Administrative Expenses-Staff Costs

\$1,827.91 For 1.8 Other COVID-19 Public Health Expenses- Emergency Paid Sick Leave

Approval Of Use Of ARP Funds From 01-099-493.6801

\$90.00 7.1 Administrative-Consultant Support

\$54.08 1.5 PPE And Other Supplies

3. Approved Transfer Of \$40,828.75 From Fund 11 Human Services Fund To 34 Capital Improvements Fund

11-450-000-0000-6910 Transfer Out \$40,828.75

34-150-000-8216-5910 Transfer In \$40,828.75

4. Approval Of Change Fund At The Compost Facility In The Amount Of \$200.00

5. Acknowledge Warrants Issued Between September 29, 2021 And October 12, 2021 (*See Below, Item IX. Warrants Issued*)

Documents:

[AGENDA CONSENT 10-19 RBA TOBACCO LICENSE RENEWALS 1 OF 2.PDF](#)

[AGENDA CONSENT 10-19 RBA TOBACCO LICENSE RENEWALS 2 OF 2.PDF](#)

[RFBA - ARP FUNDS.PDF](#)

[RFBA - FUND 11 TO FUND 34.PDF](#)

[RFBA - COMPOST FACILITY CHANGE FUND.PDF](#)

[RFBA - WARRANTS ISSUED.PDF](#)

**C. ATTORNEY**

- 1. Reschedule Tobacco Ordinance Amendment 21-4 From October 19, 2021, To November 30, 2021, At 9:30 A.M.

Documents:

[AGENDA - NOVEMBER 30, 2021 - GREG.PDF](#)

**D. COURT SERVICES**

- 1. Authorize Signatures On An Agreement Between Wright County And Anoka County For Contract Beds

Documents:

## E. HEALTH & HUMAN SERVICES

1. Position Replacement
  - A. Social Worker
  - B. Social Worker
  - C. Social Worker II

Documents:

2021-10-19 RFBA HHS SW CM CP1.PDF  
2021-10-19 RFBA HHS SW WAIVER.PDF  
2021-10-19 RFBA HHS SWII LICENSING.PDF

## F. HIGHWAY

1. Authorize Signatures By County Administrator And Board Chair To Sign Developer's Agreement For Construction Of A Turn And Bypass Lane Along County Highway 18. Construction Will Be For The Installation Of A Turn Lane And Bypass Lane For The Preserve Development In Albertville Along County Highway 18
2. Approve Minor Revisions/Updates To The Wright County 2021-2025 Five Year Construction Plan & Map

Documents:

BAR - AUTHORIZE SIGNATURES TO SIGN DEVELOPERS AGREEMENT  
CR18.PDF  
CONSTRUCTION AGREEMENT.PDF  
LETTER OF CREDIT.PDF  
BAR - APPROVE REVISIONS TO 2021-2025 5YR CIP.PDF  
5 YEAR CIP 2021-2025.PDF

## G. INFORMATION TECHNOLOGY

1. Refer To 10/27/2021 Technology Committee:
  - A. Project Updates
    1. Retention Updates
    2. MOU
    3. CAMA
    4. Website Redesign
    5. TeamDynamix
  - B. New Project Requests
    1. WSCO Jail - EMR Replacement
    2. WCSO Server Decommission
  - C. TeamDynamix Portal Demo

Documents:

#### H. SHERIFF'S OFFICE

1. Approve The Contract For Law Enforcement Coverage With The City Of Rockford For 2022-2023

Documents:

[RFBA 10-19-2021 CA.PDF](#)  
[ROCKFORD.PDF](#)

#### I. \*CITY OF HOWARD LAKE - TAX INCREMENT FINANCING (TIF)

#### V. TIMED AGENDA ITEMS

##### A. 9:02 A.M. BRIAN LUTES, ATTORNEY

1. Sign Approval Of Appointment And Oath For Lindsey R. Danielson And Introduction Of Lindsey R. Danielson, Assistant Wright County Attorney

Documents:

[10-19-2021 APPOINTMENT AND OATH.PDF](#)  
[CERTIFICATE OF APPOINTMENT AND OATH OF OFFICE.PDF](#)

##### B. 9:12 A.M. GREG KRYZER, ATTORNEY

1. Schedule Committee Of The Whole Meeting For October 21, 2021, At 10:00 A.M.

Documents:

[RFBA - COTW.PDF](#)

##### C. 9:17 A.M. VIRGIL HAWKINS, HIGHWAY DEPARTMENT

1. Approve Agreement No. 21-55 For The CSAH 19 One Way Pair Reconstruction Project Within The City Limits Of Saint Michael. This Agreement Covers The Reconstruction Of County State Aid Highway (CSAH) 19 From Chestnut Ave. SE To Ash Ave. NE And Both The City And Joint Powers Have Approved The Agreement Already
2. Approve Agreement No. 21-58 With The City Of Otsego For The Construction Of Turn Lanes Along CSAH 38 At The "Street C"/Marlowe Ave NE Intersection

Documents:

[BAR - APPROVE AGREEMENT 21-55 CSAH 19 ONE WAY PAIR RECON.PDF](#)  
[AGREEMENT 21-55.PDF](#)  
[BAR - APPROVE AGREEMENT 21-58 CSAH 38 TURNLANES AT MARLOWE.PDF](#)

**D. 9:25 A.M. EMERGING LEADERS**

1. The 2021 Emerging Leaders Are Raising Funds To Help The Survivors Of, Those Affected By, And In Memory Of Those Lost To Domestic Violence

Documents:

[DOMESTIC VIOLENCE AWARENESS.PDF](#)

**VI. ITEMS FOR CONSIDERATION**

**A. ADMINISTRATION**

1. Schedule Public Hearing For Changes To The Fees For Service Schedule
2. A Proclamation On National Youth Substance Use Prevention Month, 2021

Documents:

[RFBA FEE SCHEDULE.PDF](#)  
[2021 WRIGHT COUNTY FEE SCHEDULE PROPOSED CHANGES.PDF](#)  
[A PROCLAMATION ON NATIONAL YOUTH SUBSTANCE USE PREVENTION MONTH, 2021.PDF](#)

**B. COMMITTEE MINUTES**

1. County Board Workshop (10-12-2021)
2. Committee Of The Whole (10-12-2021)
3. Deferred Compensation Committee (10-13-2021)
4. Ways & Means Committee (10-13-2021)
5. Committee Of The Whole (10-04-2021)

Documents:

[10-12-21 WRIGHT COUNTY BOARD WORKSHOP MINUTES.PDF](#)  
[10-12-21 COMMITTEE OF THE WHOLE MINUTES.PDF](#)  
[10-13-2021 DEFERRED COMPENSATION MINUTES.PDF](#)  
[10-13-21 WAYS AND MEANS COMMITTEE MEETING MINUTES.PDF](#)  
[10-04-21 COMMITTEE OF THE WHOLE MINUTES.PDF](#)

**C. ADMINISTRATION - HUMAN RESOURCES**

1. Approval Of Revisions To Sections 300 And 400 Of The Wright County Personnel Handbook
2. Adopt The Revised Wright County Emergency Paid Sick Leave (EPSL) Policy

Documents:

[BOARD APPROVAL OF REVISIONS TO SECTIONS 300 AND 400 OF THE](#)

COUNTYS PERSONNEL POLICIES.PDF  
WRIGHT COUNTY PERSONNEL POLICIES-REVISIONS TO SECTIONS 300  
AND 400-(FINAL 10-4-21).PDF  
RFBA - EPSL.PDF  
WRIGHT COUNTY EMERGENCY PAID SICK LEAVE POLICY (EPSL)  
OCTOBER 19, 2021 (REDLINED).PDF  
WRIGHT COUNTY EMERGENCY PAID SICK LEAVE POLICY (EPSL)  
OCTOBER 19, 2021 (FINAL).PDF

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

**VIII. ADJOURNMENT**

**IX. WARRANTS ISSUED**

Documents:

09-29-2021 THRU 10-12-2021 WARRANTS ISSUED 3,343,725.06.PDF  
09-29-2021 THRU 10-12-2021 CLIENT WARRANTS ISSUED  
134,746.52.PDF

**X. NOTE**

\*Item Petitioned On The Agenda