



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
Tuesday, January 17, 2023
DATE APPROVED: FEBRUARY 7, 2023

Tina Diedrick, District 1
Darek Vetsch, District 2
Jeanne Holland, District 3
Nadine Schoen, District 4
Michael Kaczmarek, District 5

The Wright County Board met in regular session at 9:00 A.M. with Diedrick, Vetsch, Holland, Schoen, and Kaczmarek present.

Present and responding to roll call were the following:

Board of Commissioners:	Tina Diedrick
	Jeanne Holland
	Michael Kaczmarek
	Nadine Schoen
	Darek Vetsch

I. PLEDGE OF ALLEGIANCE

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

A. Approve Wright County Board Meeting Minutes from January 3, 2023.

Commissioner Michael Kaczmarek moved to approve the Tuesday, January 3 County Board meeting minutes. The motion was seconded by Commissioner Nadine Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

III. REVIEW & APPROVAL OF AGENDA

Commissioner Jeanne Holland moved to approve the Agenda. The motion was seconded by Kaczmarek. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

IV. CONSENT AGENDA

Kaczmarek requested to remove item A1 for further discussion. Kaczmarek moved to approve the Consent Agenda. The motion was seconded by Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

**Items removed for further discussion*

A. ADMINISTRATION

*1. Approve Wright County Workshop Minutes from January 10, 2023.

Kaczmarek requested to make a small correction to the minutes on page seven and correct the word "om" to "in". He also had a correction on page eight, requesting to add

the following sentence to the start of the fourth paragraph. The additional sentence being "Kaczmarek said staff had concerns on how 'tickets' were handled and the follow up of the tickets." Commissioner Darek Vetsch said he remembered this being said and agreed with the recommended corrections.

Kaczmarek moved to approve the County Board Workshop meeting minutes from Tuesday, January 10 with the corrections as stated above. The motion was seconded by Commissioner Tina Diedrick. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

2. Approve LG 220 Application For Exempt Permit For Charitable Gambling Application For Three of a Kind.
3. Acknowledge Position Replacement Report.

B. ADMINISTRATION - FINANCE

1. Motion to approve transfer of \$103,862.25 from Planning and Zoning to SCORE program that was approved during the 2022 budget.
2. Motion to approve the reimbursement of the American Rescue Plan (ARP) Act Funds as follows:

County ARP Funds:

Approval of County Reimbursement of \$143.59 from 01-099-493.6910

Transfer Out into 01-100-493.5910 Transfer In as follows:

\$143.59 for Administrative Expenses-Staff Costs

Approval of use of ARP funds from 01-099-493.

\$5,458.70 2.2 Household Assistance: Rent, Mortgage, and Utility Aid

3. Motion to approve the reimbursement of the American Rescue Plan (ARP) Act Funds as follows:

i. Approval of use of ARP funds from 01-099-493.

\$489.75 2.34 Aid to Nonprofit Organizations- 4-H

\$972.66 2.34 Aid to Nonprofit Organizations- Cokato Charitable Trust

\$9,913.78 7.1 Administrative Expenses-Consultant Support

4. Acknowledge Warrants Issued Between December 24, 2022 And January 6, 2023.

C. HEALTH & HUMAN SERVICES

1. Approve Opioid Settlement Advisory Council (OSAC) Appointment, Member Removal:
 - i. Transition Christine Husom from appointed County Commissioner sector representative to Community At Large
 - ii. Approve Tonya Klug and Tina Diedrick as new OSAC members
 - iii. Remove Four appointed sector representatives due to lack of response and attendance (all have not attended any meetings or responded to email correspondences) or have other reasons for declining appointment.

V. TIMED AGENDA ITEMS

9:05 AM. ROSS DEMANT, PARKS & RECREATION

1. Authorize The Parks and Recreation Department To Proceed To Phase Two As It Relates To The Creation Of Construction And Bidding Documents For

The Redesign Of The Schroeder Park Campground.

Parks and Recreation Director Ross Demant asked that Phase Two be authorized by the county board for the construction and creation of bidding of documents for the redesign of the Schroeder Park Campground. He said there was a design the commissioners received indicating the changes. He said the initial cost estimate was for a new contact station which would relocate the staff office toward the middle. This change would provide staff presence closer to the day use area. He said the estimate was \$1,450,554 and was covered under the funds that were currently set aside which was \$1.3 million, in addition to the Schroeder Campground Use Fund which contained \$134,000, based on a \$5 daily use fee.

Vetsch asked if there would be a loss of sites during the construction. Demant said the goal was to push the project past Labor Day to avoid the high traffic season of June, July, and August. Demant said this was just out for bid at that time. Kaczmarek said that according to the Request for Board Action (RFBA) associated with this request, Finance indicated that there was \$1.3 million aside through American Rescue Plan Act (ARPA) funds. Kaczmarek asked that there be research done to show what was involved in doing a project of this size. Demant confirmed he could provide information regarding the process to the board.

Diedrick moved to authorize the Parks and Recreation Department to proceed to Phase Two as it related to the creation of construction and bidding documents for the redesign of the Schroeder Park Campground. The motion was seconded by Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

2. Authorize The Parks And Recreation Department To Develop A Value And Price Negotiation For A Potential 30-Acre Acquisition In Maple Lake Adjacent To Robert Ney Regional Park.

Demant said that this came out of a conversation at the Parks and Recreation Commission meeting and said that it was a part of County Ditch (CD) 20. Demant explained that this was a preliminary part of the process. He was looking for an appraisal on the property followed by a discussion for grants for land purchase. Kaczmarek was concerned about the association with CD 20 as there were a number of ongoing projects associated with the county ditches. He wanted to know if Demant had discussed with Agricultural and Drainage Coordinator Matthew Detjen whether the county could become a benefited landowner on a ditch project if this land was purchased. Demant said Detjen had been a part of the process to potentially purchase the 30 acres and he did not have concerns. Kaczmarek asked if there was a building entitlement with the 30 acres. Demant said he was not aware of one.

Vetsch gave a brief background of CD 20 and stated that there were minor issues that needed to be addressed with that specific ditch system. He said the county had been able to mitigate the need for large scale projects on CD 20 and said all indications pointed to the ditch system working correctly. Demant said he would bring back more information regarding CD 20 for future discussions. Assistant County Attorney Greg Kryzer said CD 20 was not on his radar during his current dealings with Detjen and county ditches that needed attention.

Diedrick moved to authorize the Parks and Recreation Department to develop a value and price negotiation for a potential 30 acres acquisition in Maple Lake adjacent to Robert Ney Regional Park. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

9:10 AM. JOHN BOWEN, ATTORNEY

1. Approve updated contract for legal services for parent representation attorneys in child protection matters.

Assistant County Attorney John Bowen stated that Minnesota law required counties to take on costs for legal services for parent representation in child protection matters. He said that there was a change that required attorneys to be present earlier in the process and added that he saw a benefit to this change. Bowen said Judge Kari Willis did back this change as the lead judge of the Children's Justice Initiative. Bowen added that Attorney Cathleen Gabriel is the contract attorney and was an expert in Child Protection Law and was an incredible asset to the county. He said having an attorney assigned earlier would be a huge cost savings to the county in the long run.

Diedrick moved to approve the updated contract for legal services for parent representation attorneys in child protection matters. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

9:15 AM. VIRGIL HAWKINS, HIGHWAY

1. Schedule Transportation Committee Meeting of the Whole (TCOTW) for a mutually agreeable date/time in February

Assistant Highway Engineer Chad Hausmann asked to schedule a date for the Transportation Committee of the Whole (TCOTW) meeting in February. County Administrator Lee Kelly recommended that the meeting be scheduled for Tuesday, February 21 according to best availability for staff. Vetsch recommended 10:30 a.m. Tuesday, February 21.

The listed agenda items included update any minor changes to the Five-Year Improvement Plan, review the Local Options Sales Tax program as well as projects on the project list to date. Hausmann said he had also received a request to have the county collect statistics for the discussion of a transportation safety issue at County Road 39 and Clementa Avenue NW scheduled to be addressed in 2025. Hausmann had a few additions to the agenda to include updates for the Five-Year Improvement Plan and projects with local municipalities. Hausmann said there was time before the agenda needed to be approved for other board members to add items that needed to be discussed at the TCOTW.

Schoen moved to schedule a TCOTW meeting at 10:30 a.m. Tuesday, February 21. The motion was seconded by Kaczmarek. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

9:30 A.M. QUARTERLY YEARS OF SERVICE RECOGNITION

The current period of recognition was from Saturday, October 1, 2022 through Saturday, December 31, 2022.

Vetsch recognized Brian Johnson from the Sheriff's Office for 25 years of service to the county. He recognized the following employees for 20 years of service to the county, Wanda Maresh from the Assessor's Office, Karen Bauch from Health and Human Services, and Barbara Schlimme from the Attorney's Office. Vetsch recognized the following employees for 15 years of service to the county, Craig Mueller from Planning and Zoning, Judy Voigt from the Sheriff's

Office, and Katharine Laymon from Health and Human Services. He recognized the following employees for 10 years of service to the county, Stacie McNaughton from the Attorney's Office, Gina Sandin from the Sheriff's Office, and Katie Brown from Health and Human Services. Vetsch recognized the following employees for 20 years of service to the county, Jeremy Bautch, Connor Gerads, Dustin, Hochstetler, Ian Warpula, Carrie Brings, Charity Mealman, and Jason Oltmanns from the Sheriff's Office, Loren Green from the Highway Department, Jacob Anson from Health and Human Services, Matthew Detjen from Parks and Recreation, and Trinity Nathe from the Records Office.

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Discuss the Upcoming Association of Minnesota Counties (AMC) Legislative Conference on February 21-23, 2023.

Vetsch explained that this agenda item was to authorize attendance of the board at the conference and make a publication that the board would be in attendance as a group.

Kaczmarek moved to approve the attendance of the board at the AMC Legislative Conference Tuesday, February 21 through Thursday, February 23. The motion was seconded by Diedrick. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

B. Approve County Board Workshop Recommendations from January 10, 2023.

Vetsch reviewed the recommendations that came out of the County Board Workshop on Tuesday, January 10.

Diedrick moved to approve the County Board Workshop recommendations from Tuesday, January 10. The motion was seconded by Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

C. Schedule a Ways and Means Committee Meeting to Discuss Updates to Wright County Policies 710 & 711.

Kelly explained that the topics were laid over from a December 2022 meeting and recommended to go to a Ways and Means Committee for discussion. Vetsch and Holland agreed that 9 a.m. Wednesday, February 15 would be the best time to have the Ways and Means Committee meeting.

Holland moved to schedule a Ways and Means Committee meeting to discuss updates to Wright County Policies 710 and 711 at 9 a.m. Wednesday, February 15. The motion was seconded by Kaczmarek. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

D. Schedule a Committee of the Whole Meeting to Discuss Desk Phones.

Assistant County Administrator Clay Wilfahrt said there was information he wanted to pull together for the topic to be discussed at the Committee of the Whole meeting and, because of this, recommended three to four weeks to allow staff to collect all the information that was requested for this meeting. The recommendation was to schedule

the meeting for 1 p.m. Tuesday, February 21. Vetsch said that he wanted to see an expenditure flow to show what had been paid out to date. He explained that discussing the claims process would help educate the board as elected officials of the payments and processes behind claims.

Kaczmarek moved to schedule a Committee of the Whole meeting to discuss desk phones and the claims process at 1 p.m. Tuesday, February 21. The motion was seconded by Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

E. Schedule a Closed Committee of the Whole Meeting to Discuss County IT Security.

Vetsch recommended the Closed Committee of the Whole meeting be scheduled for 10:30 a.m. Tuesday, February 7.

Schoen moved to schedule the Closed COTW for 10:30 a.m. Tuesday, February 7. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

F. ATTORNEY

1. Closed Session to Review Pending Litigation. In the matter of Wright County, Petitioner vs. Public Employees Retirement Association, et. al. Matter Number 3600-38743

Kryzer stated that pursuant to Minnesota Statute 13D of the Open Meeting Law, the board would be closing the session to discuss pending litigation in the matter of Wright County, Petitioner vs. Public Employees Retirement Association, et. al. Matter Number 3600-38743.

Kaczmarek moved to close the session to discuss the pending litigation in the matter of Wright County, Petitioner vs. Public Employees Retirement Association, et. al. Matter Number 3600-38743. The motion was seconded by Diedrick. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

The board entered a closed session at 9:33 a.m.

The board returned from the closed session at 9:59 a.m.

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

County Administrator Lee Kelly

Gave an update regarding union negotiations and said he did receive another agreement and was looking to schedule a meeting with the final union. He said he had a meeting with Vetsch and Project Administrator Elizabeth Karels about the release of Broadband funds for projects.

Commissioner Michael Kaczmarek

Kaczmarek said he attended a Minnesota Rural Counties (MRC) meeting where the group discussed legislative priorities. He also attended at Highway 12 Safety Coalition meeting where the group discussed past successes and how it could continue on the west side of the county line. Kaczmarek said at the 12 Mile Creek Meeting hosted by the Wight Soil and Water Conservation District (SWCD) the group discussed funding available to SWCD for affected bodies of water and future initiatives.

Commissioner Nadine Schoen

Schoen said she attended her first Townships meeting as a commissioner. She said she would start to meet with her cities as well. She attended the I-94 Coalition Annual Meeting with Legislatures in attendance. She discussed their main goals and her advocacy goals for the future for I-94. Schoen passed out a document that laid out the goals for the upcoming year.

Commissioner Darek Vetsch

Vetsch said he met with the Economic Development Partnership (EDP) where the group attempted to discuss ways to help the Wright Technical Center. He attended a number of union negotiation meetings as the group worked for an agreement

Commissioner Jeanne Holland

Holland attended the Public Health Task Force meeting who had a good report on the Dental Clinic. She asked that a Dental Clinic representative give a presentation to the board about its success since opening its doors. Holland said she attended the Wright County Community Action meeting talking about Head Start Services and the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

Commissioner Tina Diedrick

She said the Bertram Park Committee was a great learning opportunity for her to see the future goals of the committee for the park and meet the individuals on the committee. She said she also attended the Wright County Parks and Recreation Committee where staff shared their processes behind grooming trails, ski rentals, and heard how appreciative residents were to have the opportunity to use these programs and trails. She shared Minnesota Off-Road Cyclists (MORC) do all the grooming of the off-road bike trails as volunteer work. Diedrick discussed other restoration programs and phases in the Schroeder Park Campground upgrades.

Diedrick said she attended the Opioid Settlement Advisory Council where the group discussed how to use the funding the council would receive over a span of 18 years. There was currently a survey on the website to get feedback from the public. She also attended the Safe Communities of Wright County where the group had an annual meeting to welcome new members and review past year financials. Diedrick also attended a Minnesota Crimes Crossroads Forum where she heard a presentation on the impact of defunding the police and de-carceration and the impact on public safety.

VIII. ADJOURNMENT

The meeting adjourned at 10:12 am.

County Board Minutes submitted by Laine Stephan, Office Manager.

IX. WARRANTS ISSUED