



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
Tuesday, March 21, 2023
DATE APPROVED: Tuesday, April 4, 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 the County Board Meeting Minutes from Tuesday, March 7, 2023

Commissioner Michael Kaczmarek had an edit to the County Board minutes, he wanted to add "elected officials often outside of board rooms say that they are going to hold the line and tap the brakes on spending, and I am going to do that with this request in the board room." Kaczmarek also adjusted a few dollar amounts in the minutes and also wanted a sentence stricken.

Kaczmarek moved to approve the County Board meeting minutes from Tuesday, March 7 with the changes. The motion was seconded by Commissioner Tina Diedrick. The motion passed 5-0.

B. Approve the following Committee and Workshop Minutes:

1. Ditch Committee of the Whole Minutes (03-07-2023)
2. County Board Workshop Minutes (03-14-2023)
3. Ways and Means Committee Minutes (03-15-2023)

Kaczmarek moved to approve the Ditch Committee of the Whole Minutes. The motion was seconded by Diedrick. The motion passed 5-0.

Kaczmarek wanted it noted in the County Board Workshop minutes that he asked about granting more access to Enterprise Resource Planning (ERP) and Assistant County Administrator Clay Wilfahrt said there would be less access granted.

Kaczmarek moved to approve the County Board Workshop minutes with the above change. The motion was seconded by Commissioner Nadine Schoen. The motion passed 5-0.

Commissioner Jeanne Holland made the motion to approve Ways and Means Committee minutes. The motion was seconded by Schoen. The motion passed 5-0.

III. REVIEW & APPROVAL OF AGENDA

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

IV. CONSENT AGENDA

**Items removed for further discussion*

Vetsch requested to remove Item F1 for further discussion. Kaczmarek moved to approve the Consent Agenda. The motion was seconded by Schoen. The motion passed 5-0.

A. ADMINISTRATION

1. Authorize County Board Chair To Sign Letter Of Support Requesting Federal Funding For I-94 Expansion Project.
2. Authorize Signatures on Letter of Support for Senate File 843.

B. COURT SERVICES

1. Alternatives to Detention grant awarded to Court Services

D. FINANCE & TAXPAYER SERVICES

1. Acknowledge Warrants Issued Between February 27, 2023 And March 8, 2023.
2. Motion to approve the reimbursement of the American Rescue Plan Act (ARP) Funds as Follows:
County ARP Funds:
Approval of County Reimbursement of \$619.27 from 01-099-493.6910 Transfer Out Into 01-100-493.5910 Transfer In as Follows:
\$619.27 for Administrative Expenses-Staff Costs

Approval of use of ARP funds from 01-099-493.
\$24,491.80 2.34 Aid to Nonprofit Organizations- Cokato Charitable Trust
\$2,953.47 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:
County ARP Funds:
Approval of County Reimbursement of \$141.32 from 01-099-493.6910 Transfer Out into 01-100-493.5910 Transfer In as follows:
\$141.32 for Administrative Expenses-Staff Costs

Approval of use of ARP funds from 01-099-493-8467
\$646,792.22 1.1 Community Violence Interventions-public safety radios

E. HUMAN RESOURCES

1. Approve and authorize signatures on the collective bargaining agreement and applicable Memorandums of Agreement (MOA) with MNPEA (Non-Licensed Essential Sheriff Staff) for the 2023-2025 calendar years.

F. PROJECT ADMINISTRATION

- *1. Authorize staff to develop and sign an agreement to allow Riverside Church and its contractors and consultants to take and test samples of structural steel in the Human Services Center. The agreement will include the requirement to repair areas where samples were extracted.

Commissioner Darek Vetsch said additional information was needed. County Attorney Greg Kryzer said there was a minor amendment needed for Item F1. This should be worded "authorize staff to develop and sign an agreement with contractors and consultants to take and test samples of structural steel in the Human Services Center. The agreements will include the requirement to repair areas where samples are extracted." Kryzer said the county would no longer be contracting with Riverside Church, it would be working with the contractors moving forward.

Deidrick moved to approve Item F1 with the corrections. The motion was seconded by Holland. The motion passed 5-0.

V. TIMED AGENDA ITEMS

A. 9:02 AM VIRGIL HAWKINS, HIGHWAY DEPARTMENT

1. Approve Resolution of Final Acceptance for Contract No. 22-01 and authorize final payment to Knife River Corp. in the amount of \$97,245.62

Schoen moved to approve the Resolution of Final Acceptance for Contract No. 22-01 and authorize final payment to Knife River Corporation. The motion was seconded by Diedrick. The motion passed 5-0.

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

2. Award Contract No. 2301, for the 2023 Pavement Preservation contract, to Knife River Corporation of Sauk Rapids, MN

Highway Engineer Virgil Hawkins said there were two bids received on March 7, the low bid was by Knife River coming in 1 percent below the estimate. He recommended awarding the base bid and the Parks alternate to Otsego Paving of a trail in the amount of \$8,855,034.20.

Schoen moved to Award Contract No. 2301, for the 2023 Pavement Preservation contract, to Knife River Corporation. The motion was seconded by Holland. The motion passed 5-0.

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

3. Award Contract No. 23-02 for the 2023 Seal Coat contract to Pearson Brothers, Inc. of Hanover, MN

Hawkins said on Tuesday, March 7 he received three bids. Pearson Brothers had the lowest bid coming in at \$527,246.65 which was 13.5 percent below budget.

Kaczmarek moved to Award Contract No. 23-02 for the 2023 Seal Coat contract to Pearson Brothers, Inc. of Hanover. The motion was seconded by Schoen. The motion passed 5-0.

4. Approve Transportation Committee of the Whole (TCOTW) meeting minutes from the Tuesday, February 21, 2023 meeting and act on recommendations.

Hawkins said he was requesting approval of a revised five-year map. He said things had changed in the last month and there was new information behind these changes. He said the timing of Highway 25- CSAH 83 roundabout projects would now take place in 2023. The CSAH 83 and Braddock Avenue roundabout will be done in 2023 instead of 2024. Hawkins said also there was a safety grant added that was received for the CSAHs 35 and 8 roundabouts that would be done in 2025. He said also there was a payment preservation project added south of Delano. He noted that there was a portion of the CSAH 35 preservation that was scheduled for 2024 but was not deleted and would be done later. Hawkins said there were a few payment preservation projects added for 2025. He said he understood that a five five-year plan was always moving and figured if there were changes to be made, it was best to ask for them all at once.

Hawkins reviewed the TCOTW minutes from February 21. He said there was a review of the analysis of CSAH 39 and CSAH 111 intersection, that coincided with a project coming in 2025, a preservation project along CSAH 39. The consensus was to construct dedicated left and right turn lanes along HWY 39 and Highway 25. Hawkins said the last update was on Braddock Avenue and the County Road 148 realignments and roundabout.

Kaczmarek asked if there was a vote today. Vetsch said the purchase was already approved, Kaczmarek asked about roundabouts, and Hawkins cleared up the confusion. Vetsch said the vote today was on the timing of the project, not the engineering.

Deidrick moved to approve the Transportation Committee of the Whole minutes and act on recommendations. The motion was seconded by Schoen. The motion passed 5-0.

5. Reject the one (1) bid that was received for the 2023 Pavement Markings Contract (23-03) and authorize re-bidding the contract to receive bids on Tuesday, April 11, 2023 at 10:00 a.m.

Wright County felt that it was not a competitive bid and would like to rebid this.

Schoen moved to reject the one bid that was received for the 2023 Pavement Markings Contract and authorize re-bidding the contract to receive bids at 10: a.m. Tuesday, April 11 2023. The motion was seconded by Kaczmarek. The motion passed 5-0.

B. 9:23 AM STEVE JOBE, SURVEYOR

1. Approve Resolution Proclaiming March 19-25, 2023 as National Surveyors Week in Wright County.

County Surveyor Steve Jobe read the National Surveyors Week resolution. He said "WHEREAS: Land surveyors have played a vital role in shaping the boundaries of our cities, county, state, and country; and WHEREAS: These dedicated professionals continue to survey our land and provide the framework for advancing infrastructure throughout the State of Minnesota; and WHEREAS: There are more than 45,000 professional land surveyors in the United States who have gained accreditation through a combination of education and experience in the classroom, field, and office; and WHEREAS: Today, surveying is utilized in engineering, aircraft navigation, and mapping; and WHEREAS: Professional land surveyors provide important services using sophisticated equipment and techniques, including satellite-borne remote sensing devices and automated positioning, measuring, recording, and plotting equipment; and WHEREAS: Established in 1953, the Minnesota Society of Professional Surveyors is celebrating its 70th year of promoting surveying excellence in the State of Minnesota through its education programs, scholarships, and more than 500 dedicated members of the surveying profession. WHEREAS: Minnesotans are encouraged to recognize the dedicated service of professional land surveyors and the important work they do for our communities and state and to reflect on the historical contribution of surveying and the new technologies that are constantly modernizing this honored profession. THEREFORE, BE IT RESOLVED, that we, the Wright County Board of Commissioners, do hereby acknowledge the week of March 19-25, 2023 as 'National Surveyors Week' in Wright County."

Schoen moved to acknowledge March 19-25 as National Surveyors Week. The motion was seconded by Holland. The motion passed 5-0.

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

C. 9:30 AM MARC MATTICE, ADMINISTRATION

1. Public Hearing: Changes In Fees For Service Schedule

Assistant County Administrator Marc Mattice said that the fee schedule was usually done as part of the budgeting process, but the public hearing was placed in the *Delano Herald Journal* paper and online. There was a small clean up moving the dangerous dog fee from the Sheriff's Office to the Administration Office, increase the cost of county inmate boarding fees for the general population from \$55 to \$75 dollars a day, other county special housing boarding fees from \$100 to \$150 a day. Compost and Recycling was establishing a fee for disposing of gas refrigerators at \$150. Finance Taxpayer Services was initiating an application fee for permits and requesting denial fee of \$100 or 50 percent of the application fee because this takes staff time. Mattice said he had not received any public comments written and/or phone calls on said proposals. No one was present for the public hearing. The public hearing closed at 9:32.

Kaczmarek asked about boarding fees. He said if it was applied to last year's boarding, what would the income look like. Mattice said he would defer to Sheriff Sean Deringer to help with this question. Deringer said the dollar amount would go up about \$20 for general population per day. He said for special needs population this amount would go from \$100 to \$150 because he had to staff accordingly for it and it was a drain on staff. Deringer said to answer

Kaczmarek's question there would be a 10 to 20 percent increase depending on border numbers. Kaczmarek asked what the average number of boarded prisoners was per week, and Deringer said Wright County had 168 prisoners this week. Half of those are boarders.

Kaczmarek asked how soon this would go into effect. Mattice said as soon as the updated fee schedule was adopted it was in effect. Vetsch said he would like to adopt a date of action for these. Mattice suggested the first of the month. Deringer said most of the boarders were coming from the fourth district and he let the sheriffs know that this change was coming so most were already in the loop. He said there would be a letter sent out. There was a comment about the jail and Deringer said the sky is the limit in making money on filling the jail with boarders if Wright County had the staff. When the number was set at \$2 million two years ago there was not an issue with staffing. This year Deringer was close to closing a pod due to lack of staffing. Kaczmarek said thank you for getting ahead of budget season. Vetsch said these changes were effective as of Monday, April 3.

Kaczmarek moved to approve the changes in fees for service schedule, effective Monday, April 3. The motion was seconded by Schoen. The motion passed 5-0.

D. 9:40 AM MATTHEW DETJEN, AGRICULTURE & DITCHES

1. Schedule a Public Hearing on the Petition for Partial Abandonment on County Ditch #20

Kryzer spoke on behalf of Matthew Detjen. He said the county was required to schedule a public hearing at 9:30 a.m. Tuesday, May 16.

Holland moved to approve the Public Hearing on the Petition for Partial Abandonment on County Ditch #20 for 9:30 a.m. on Tuesday, May 16. The motion was seconded by Schoen. The motion passed 5-0.

2. Approve the Finding and Order Appointing H2Over Viewers for the Redetermination of Benefits on County Ditch #14.

Kryzer said County Ditch #14 was mostly protected wetland and the order was approved, accepted and finalized. Kryzer said at this time he just wanted to update the benefit roles.

Schoen moved to approve the finding and order appointing H2Over Viewers for the redetermination of benefits on County Ditch #14. The motion was seconded by Holland. The motion passed 5-0.

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

E. 9:48 AM ROSS DEMANT, PARKS & RECREATION

1. Authorize signatures on 2023 Park Caretaker Agreement With Green View Inc. (Contract Attached)

Ross Demant said this was the annual contract with Green View and this was his first time working with the company over the last year, but he discovered that the county had been working with them for 25-plus years. Demant said Green View did a lot of work with the busier parks with maintenance cleanup. Demant said

parks relied heavily on Green View. He said in his experience it seemed to be a great deal for the county to be a part of.

Diedrick moved to authorize signatures on 2023 Park Caretaker Agreement With Green View Inc. The motion was seconded by Schoen. The motion passed 5-0.

2. Take Action On Parks Commission Recommendations:

1. Approve recommendation: To approve the recommended changes to the Bertram Chain of Lakes Advisory Board Rules and Bylaws

Demant said Parks and Recreation was in the next phase of development with Bertram Chain of Lakes Regional Park Advisory Board working on programming and day-to-day items. He said there had been difficult to get a quorum to make changes to bylaws. He said he modified committees and meeting dates to scale down. He said he Parks decided to have four quarterly meetings.

Diedrick moved to approve the Parks Commission recommendations. This motion was seconded by and seconded by Holland. The motion passed 5-0.

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Adopt Resolution Authorizing Wright County Staff to Execute All Necessary Documents to Ensure Wright County Participation in the Multistate Settlements Relating to Opioid Supply Chain Participants, and in the Minnesota Opioids State-Subdivision Memorandum of Agreement.

County Administrator Lee Kelly said the board adopted the resolution and authorized signatures on the agreement for the Opioid Settlement. The national administrator asked the board to re-sign the second revision that was worked out at the national level.

Kelly said the State of Minnesota received \$1.9 million which would then be distributed 25 percent to state abatement funds, 75 percent to local abatement funds, and the portion coming to the county was about \$25,000. Director of Public Health Sarah Grosshuesch said the state was receiving \$235 million over 15 years, and Wright County's portion will be approximately \$3 million.

Diedrick moved to adopt the resolution authorizing Wright County staff to execute all necessary documents to ensure Wright County participation in the Multistate Settlements Relating to Opioid Supply Chain participants, and in the Minnesota Opioids State-Subdivision Memorandum of Agreement. The motion was seconded by Holland. The motion passed 5-0.

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

B. COMMITTEE MINUTES

1. **Approve the following Committee and Workshop Recommendations:**

1. Ditch Committee of the Whole Recommendations (03-07-2023)
2. County Board Workshop Recommendations (03-14-2023)
3. Ways and Means Committee Recommendations (03-07-2023)

Kaczmarek moved to approve the Ditch Committee of the Whole Recommendations. The motion was seconded by Holland. The motion passed 5-0.

Schoen moved to approve the County Board Workshop Recommendations. The motion was seconded by Holland. The motion passed 5-0.

Schoen made a motion to schedule the commissioner's retreat at 9:00 a.m. Monday, May 1 at the Government Center. The motion was seconded by Holland. The motion passed 5-0.

Kaczmarek said he was not in the meeting but did read over the minutes and said that the fleet company should take on the record-keeping for this. He said he wanted the board to look at the 44 vehicles available and wanted to make sure all the vehicles had been driven and serviced and still ran. Vetsch said when new vehicle requests came forward, this would be a good opportunity to cycle through the vehicles and use them all equally.

Vetsch said there was a recommendation for a memorial garden on campus and this group wanted to raise funds for the garden, administration would be creating a portal for donations. He said that once there were funds, this could then be brought back to the board for discussion.

Kaczmarek wanted to know how far back the county would go to mark deaths on the memorial rock, and who would keep records for this. He asked what the cost would be to maintain this, and he said to construct this it would cost about \$55,000 in taxpayer dollars. Kaczmarek said if employees would weed and garden this area, how would those working from home pull weeds virtually? Vetsch said a lot of the concerns that Kaczmarek had were similar to those during the Ways and Means Committee meeting. The cost factor was a rough guesstimate said Vetsch and at this point, it could be scaled back and scrapped altogether. Kaczmarek said he would not like any of taxpayer dollars spent on this, and neither did his constituents. Vetsch said if this project moved forward, it would have to be linear to the current expense of maintaining that area. Diedrick said raising funds for a memorial needed more discussion to go over details of where this would be put or how it would be utilized, but she noted that she supported memorials. Vetsch said this was approval for staff to start collecting funds.

Vetsch made a change to the language in the Wright County Data Practices Policy and he said he hoped the board would support this policy, he felt it was a good policy to have.

Vetsch said there was good discussion during the Ways and Means Committee, the fourth recommendation from this committee meeting was to schedule a Committee of the Whole closed session to review city contracts and School Resource Officer (SRO) contract language with the County Attorney's Office. Contract rate recommendations would be discussed at the Ways and Means Committee in May. Vetsch asked Deringer if he had anything he wanted to add about the discussion. Deringer said thank you for the meeting and he thought it was very productive.

Kaczmarek said there were commissioners who worked really hard to finalize contracts that covered unions 2023-2025. He wanted justification for sending this to a closed meeting when there were fresh three-year contracts pending. Vetsch said he could not get into detail but there would be a discussion on whether employment would get better. There was risk tolerance to the labor market that there needed to be a plan on how to move forward from the labor perspective.

Vetsch said the contracts that Kaczmarek was referring to were established nine months ago and since then the labor market had changed immensely.

Deringer said he was working with Human Resources (HR) Director Schawn Johnson to get a cadet program and if the board went along with this it would equate to a new Memorandum of Understanding (MOU) with the current Deputies Association which was another reason why this would be a closed session meeting.

Holland made a motion to approve the Ways and Means Committee recommendations. The motion was seconded by Diedrick. The motion passed 5-0.

Schoen made a motion to schedule a closed session Committee of the Whole at 1 p.m. Tuesday, April 4. The motion was seconded by Diedrick. The motion passed 5-0.

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

Administrator Lee Kelly

Kelly said the joint meeting with Wright Soil and Water Conservation District (SWCD) would take place on Thursday, March 23. He said he was staying on top of Legislative items knowing that things changed daily, and he had a meeting with Association of Minnesota Counties (AMC). Kelly said the Administrator's Executive Committee had a meeting scheduled for Friday, March 24, and he was looking forward to the updates from that meeting.

Commissioner Michael Kaczmarek

He said he attended Woodland, Stockholm, and Victor Township meetings the week prior. One of the questions was if the board was looking at evening meetings and he shared that some were looking at this more than others. Kaczmarek said he went to the Wright County Mayors Association meeting with the rest of the commissioners, and it was good to get together.

Commissioner Nadine Schoen

Schoen said she was not in the last meeting with the I-94 group so she would not be sharing an update because she was at the Capitol. She met with Chair Frank Hornstein and Transportation Committee members to share transportation issues from this area and continued to move forward with I-94 and Highway 55.

Commissioner Darek Vetsch

Vetsch said he and Schoen had a robust discussion about Non-Emergency Medical Transportation (NEMT) at the Trailblazer. He said this was a two-hour conversation where there was a push at the Minnesota Department of Transportation (MnDot) perspective trying to get 5311 which is rural transit funds through MNDOT using public transit from the ground up. He said trying to organically migrate these rides from Health and Human Services was very challenging. The county was hands-off with the billing because it was currently done by the state. With this program the county would have to do individualized billing. Vetsch said there was not enough rides out there to take this on and what was saved in transportation would be spent in administration costs. It was hard to migrate rides currently and there was not an obvious savings.

Commissioner Jeanne Holland

Holland said she went to a City of Albertville City Council meeting the night prior and she was attending the City of Otsego City Council meeting as well. It was reported that during the icy weekend, signs were down because of ice. The deputy Holland spoke with said that it was a good thing that there were roundabouts in Otsego because the drivers ended up in the ditch instead of in head-on collisions. Holland said Albertville was looking at a new sewage system and adding another stoplight. Holland said she had a form from the Central Minnesota Council on Aging, showing what Wright County had utilized for services this past year for seniors.

Commissioner Tina Diedrick

Diedrick said she had an interview with KRWC Radio the previous week. She said she enjoyed this and thought it was a good visit. She also attended the Safe Communities meeting and talked about prom coming up. Safe Communities wanted to display the crash car to bring awareness of safe driving. She was at Safe Schools in Annandale and the topic was substance abuse, there were speakers at this event and due to the weather it was a smaller turnout. Diedrick thought this was a lot of good information. The Opioid Settlement Committee grant application would be opening in the middle of April through the end of May. These funds would be to address treatment and recovery, prevention, criminal justice, and harm reduction.

VIII. ADJOURNMENT

The meeting adjourned at 10:12 AM

Count Board Minutes submitted by Delia Scepaniak, Administrative Specialist

