



**BOARD MINUTES**  
**BOARD OF WRIGHT COUNTY COMMISSIONERS**  
**Tuesday, May 2, 2023**  
**DATE APPROVED: MAY 16, 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, April 18, 2023.**

Commissioner Tina Diedrick moved to approve the Tuesday, April 18 County Board meeting minutes. The motion was seconded by Commissioner Michael Kaczmarek. The motion passed 5-0.

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

**B. Approve the Following Committee Minutes:**

1. Joint Drainage Authority of Wright, McLeod and Meeker Counties (4-17-2023)
2. Budget Forecasting Workshop (4-18-2023)

Kaczmarek moved to approve the Monday, April 17 and Tuesday, April 18 committee 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**

County Administrator Lee Kelly requested to add item No. 4 to the Consent Agenda regarding scheduling a Personnel Committee of the Whole (COTW).

Commissioner Darek Vetsch requested to add item No. 5 to the Consent Agenda regarding scheduling a closed COTW for labor negotiations.

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 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*

##### **A. FINANCE & TAXPAYER SERVICES**

1. 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.  
\$737,311.00 5.11 Drinking Water Transmission & Distribution – City of Otsego
2. Motion to approve the reimbursement of the American Rescue Plan Act (ARP) funds as follows:  
County ARP Funds:  
Approval of County Reimbursement of \$568.60 from 01-099-493.6910 Transfer Out into 01-100-493.5910 Transfer In as follows:  
\$568.60 for Administrative Expenses-Staff Costs  
Approval of use of ARP funds from 01-099-493.  
\$2,891.05 2.34 Aid to Nonprofit Organizations – 4-H  
\$18,910.21 5.11 Drinking Water Transmission & Distribution-City of Buffalo
3. Motion to approve the reimbursement of the American Rescue Plan Act (ARP) funds as follows:  
County ARP Funds:  
Approval of County Reimbursement of \$146.07 from 01-099-493.6910 Transfer Out into 01-100-493.5910 Transfer In as follows:  
\$146.07 for Administrative Expenses-Staff Costs  
Approval of use of ARP funds from 01-099-493-8467  
\$2,181.88 2.2 Household Assistance: Rent, Mortgage, and Utility Aid
4. Approve Liquor Licenses for the Following  
Approve Renewal of Annual Club On-Sale and Sunday Liquor License For Fountain Hill Winery & Vineyard For The License Period July 1, 2022 to June 30, 2023.  
Approve Renewal of Annual Club On-Sale, Off-Sale and Sunday Liquor License For Up the Creek Grill & Bar For The License Period July 1, 2023 to June 30, 2024. (Approved Pending County Attorney Approval)
5. Acknowledge Warrants Issued from April 12 through April 25.

##### **B. HIGHWAY**

1. Authorize Final Acceptance and Final Payment in the Amount of \$20,090.72 to Duininck, Inc. for Construction of the CR 118 (Fenning Ave.) Project

2. Approve Schedule for Receiving Bids for the County Road (CR) 148 (Braddock Avenue NE) Realignment Project

**C. PARKS & RECREATION**

1. Accept the Parks and Recreation 2022 Annual Report

**D. PLANNING & ZONING**

1. Accept The Findings and Recommendation Of The Planning Commission For The Following Request To Rezone: James Jurmu - (Maple Lake Township) Commission Unanimously Recommends Approval of the Rezoning of Tax Parcel #210-100-234300 from General Agriculture (AG) to Suburban Residential (R2).

**V. TIMED AGENDA ITEMS**

**A. 9:02 AM - CHAD HAUSMANN, HIGHWAY DEPARTMENT**

1. PEL Study: Authorize County Administrator and County Board Chair to sign professional services contract with Bolton-Menk

Highway Engineer Virgil Hawkins represented Chad Hausmann and said this is part of the Central Mississippi Regional Planning Partnership (CMRP). Sherburne County passed its portion the previous week and Wright County needs to approve its portion to move forward.

Diedrick moved to approve the Planning and Environmental Linkages (PEL) Study: Authorize County Administrator and County Board Chair to sign professional services contract with Bolton-Menk. The motion was seconded by Schoen. The motion passed 5-0.

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

**B. 9:07 AM - VIRGIL HAWKINS, HIGHWAY DEPARTMENT**

1. Award contract No. 2303 for the 2023 Pavement Markings to Sir Lines-A-Lot of Edina, MN

Hawkins said that the County initially received bids in March and only had one bid, which came in high. The County rejected the bid and rebid the project, again receiving the same single bid from Sir Lines-A-Lot, which has bought out its competition and now has a monopoly on the market. Hawkins said that in the future, Wright County will look at other options and consider mutual aid if the bids continue to come in high. Diedrick pointed out that the contract is over the estimate by \$242,000 and asked if it was coming out of the levy fund. Hawkins said that the Highway Department would need to do a budget amendment and take funds from another project.

Schoen moved to approve awarding contract No. 2303 for the 2023 Pavement Markings to Sir Lines-A-Lot of Edina, MN. The motion was seconded by Diedrick and passed 5-0.

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

2. Approve Agreement No. 23-50 for the County State Aid Highway (CSAH) 35 reconstruction project in Saint Michael.

Hawkins said this is a cooperative agreement and the City of Saint Michael has already approved the agreement.  
Diedrick moved to approve agreement No. 23-50 for the County State Aid Highway (CSAH) 35 reconstruction project in Saint Michael. The motion was seconded by Holland. The motion passed 5-0.

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

**C. 9:17 AM - ROSS DEMANT, PARKS & RECREATION**

1. Adopt Resolution Authorizing Appropriate County Officials (Director of Parks and Recreation) To Sign Grant Applications, Agreements, And Certifications In Regards To The Wright County Snowmobile Association Participation In The Grant In Aid Snowmobile Assistance Program for the 2023-2024 Season.

Assistant County Administrator Marc Mattice represented Parks and Recreation Director Ross Demant and said this is an annual grant in which the county receives the funds and redistributes to the Snowmobile Association.

Diedrick moved to authorize appropriate county officials (Parks and Recreation Director) to sign grant applications, agreements and certifications In regard to The Wright County Snowmobile Association participation in the grant in aid Snowmobile Assistance Program for the 2023-2024 Season. The motion was seconded by Holland. The motion passed 5-0.

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

**D. 9:22 AM – BRIAN JOHNSON, SHERIFF'S OFFICE**

1. Resolution to accept the 2023 Federal Boating Safety Supplemental Grant

Johnson said this is an \$8,500 grant used to schedule additional boat and water enforcement over the weekends and high-volume days such as holidays. The grant may be used to pay overtime or hire additional staffing.

Schoen moved to approve the resolution to accept the 2023 Federal Boating Safety Supplemental Grant. The motion was seconded by Kaczmarek. The motion passed 5-0.

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

**E. 9:32 AM - PATRICK O'MALLEY, SHERIFF'S OFFICE**

1. Approve Resolution pronouncing May 7-13 2023 as Correctional Officer and Employee Week in Wright County

Assistant Jail Administrator Kent Lipelt represented Patrick O'Malley requesting approval of a resolution pronouncing May 7-13, 2023 as Correctional Officer and Employee Week in Wright County. Lipelt gave

the history of the National Proclamation and detailed the admirable work of the Wright County Correctional Officers and Employees.

Diedrick moved to approve the resolution pronouncing May 7-13, 2023 as Correctional Officer and Employee Week in Wright County. The motion was seconded by Holland. The motion passed 5-0.

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

**F. 9:45 AM – HEALTH & HUMAN SERVICES BOARD**

1. HEALTH & HUMAN SERVICES BOARD CONSENT AGENDA

Holland moved to approve HHS Consent Agenda. The motion was seconded by Kaczmarek. The motion passed 5-0.

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

- i. Accept Public Health Task Force Appointment Member Resignation:
  - 1. Bradley Hasledalen, District 4
- ii. Approve HHS Advisory Committee (HHSAC) Two-Year Term Reappointment:
  - 1. Tammi Dahlman, District 5 – Second Term Ends 2023-07-08
- iii. Approve Mental Health Advisory Council Appointment, Member Approval:
  - 1. Kaylee Knight, District 3

2. HEALTH & HUMAN SERVICES TIMED AGENDA

- i. Adopt Resolution HHS 23-04: Proclaim May as Child Foster Care Awareness Month

Case Aid Robin Dorf presented the board with an overview of the impact the county's foster care providers makes on the lives of children and families in Wright County. Dorf said that foster care plays a critical role in providing young people who have been removed from their homes a place of refuge and that providers offer a supportive, loving, and safe home environment while retaining a sense of family, cultural heritage, and community ties.

Diedrick moved to approve Resolution HHS 23-04: Proclaim May as Child Foster Care Awareness Month. The motion was seconded by Kaczmarek. The motion passed 5-0.

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

- ii. Recognize the HHS Employee of the Month for May  
Health and Human Services (HHS) is recognizing Public Health Nurse Becky Graham and Public Health Nurse Kristie Rathmanner as its Employees of the Month for May. Both Graham and Rathmanner were nominated by a parent who

brought their children to a flu clinic and received exceptional care from Graham and Rathmanner. The nominator said that they provided excellent customer service by being calm and patient and recognizing the importance of creating a positive environment.

**G. 9:57 AM - BARRY RHINEBERGER, PLANNING & ZONING**

1. Action on Ordinance 23-1 Amending the Wright County Code of Ordinances Chapter 155 – Zoning
2. Resolution approving summary language for publication of Ordinance Amendment 23-1

Vetsch prefaced Planning and Zoning Administrator Barry Rhineberger's presentation with information that Wright County's Mining Ordinance has not been reviewed in more than 40 years and that this was a necessary chance to review.

Rhineberger said that Wright County adopted an emergency ordinance establishing a moratorium on mining and extraction on May 31, 2022. As part of the moratorium, a work group was established to work on ordinance amendments. A public hearing was held, and 66 pages of public comment were submitted to the Planning Commission when it heard this item on April 20, 2023. The ordinance amendment as presented is 46 pages and includes five additional amendments recommended by commissioners.

Vetsch addressed public concerns regarding notification and said that even though it is not written into the ordinance, it is still directed by state statute.

Kaczmarek asked if the 10-year rule should continue to start on the date of approval or if there should be a different determining event and wondered what consideration was given. Rhineberger said that the definition of commencing activities would be left for interpretation and are best off continuing to use the date of approval. Kaczmarek also asked if the level of difficulty would be different for renewal and Rhineberger confirmed that it will not be any more or less difficult to renew, the process will depend on how companies have operated and a majority of renewals are asphalt plants. Vetsch confirmed that the 10 year rule is a good way to continue to review that mining activity is still present and that there is reclamation.

Kaczmarek asked if the county has other conditional use permits that limit operations on holidays. Chief of Civil Division Attorney Greg Kryzer said that to his recollection, mining may be the only permit that is restricted on holidays and it is largely due to neighborhood opposition, typically on a holiday such as the 4<sup>th</sup> of July when people are outside enjoying their holiday and don't want to smell an asphalt plant. Kaczmarek asked specifically about Columbus Day and Juneteenth, two

holidays where the general public typically does not have outdoor neighborhood celebrations. Kryzer said that the mining operations typically have a contract with the county, city or state that will say the companies are not able to operate on those days. Kaczmarek said it doesn't seem to be in the county's best interest to have that language in the permit and to leave that language to the contract. Vetsch said that the county opted for the simpler language. Kryzer suggested that the county could change the language to County- and State-recognized holidays, instead of Federally-recognized holidays because the county recognizes the day after Thanksgiving instead of Columbus Day, which is out of mining season.

Kaczmarek said that he would like to see clarified language relating to a complaint and if a complaint were to be made, what the policy, audit, and enforcement would be. Rhineberger confirmed that Planning and Zoning does have an adopted policy that has been approved by the Planning Commission regarding revocation of CUPs. Vetsch said he believes the process lacks transparency, people think nothing is happening and they want to know that record is being kept on complaints and if fines are being sent out. The county need to find a way that the process is more public and there is a record of complaints when they come before the board in hearings. Vetsch said that this does not have to be done in the ordinance, rather internal policy and practice.

Rhineberger said codifying a policy could be a detriment by not allowing us to take immediate action. It takes away the option to decide how to address a situation without exhausting administrative remedies.

Diedrick said that she had suggestions for consideration regarding amendments 23-1F through 23-1J. Update to 23-1F, articulating language regarding purpose. Update to 23-1G, addition of paragraph (4) adding the amount and type of imported aggregate and imported material to the annual report. Update to 23-1H, changing language regarding the barrier type and requirement. Update to 23-1I- clarifying the notification, directing to the statue. Update to 23-1J, adding that the Planning Commission may review and require stage reclamation.

Vetsch summarized the motion to include Approval of 23-1F, approval of 23-1G, approval of 23-1H, removing the strikethrough in the last sentence and the word "any", approval of 23-1I, approval of 23-1J and approval of the definition of Holiday to mean any county holiday as of January 1, 2023.

Diedrick moved to approve summary language for publication of Ordinance Amendment 23-1. The motion was seconded by Holland. The motion passed 5-0.

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

## VI. ITEMS FOR CONSIDERATION

### A. ADMINISTRATION

1. Refer Items to May 9 Board Workshop  
Diedrick asked to add the Central Minnesota Emergency Medical Service (CMEMS). Kelly said that he received a letter from the Association of Minnesota Counties (AMC) regarding the National Center for Public Lands and asked to discuss a request for membership. Additional topics were to schedule meetings as necessary and the 2024 Budget Forecast.
2. Letter From Clearwater Township Regarding MN Energy Connection Project  
Vetsch said the board received a letter requesting county support regarding the large-scale power lines on the northern and western part of the county. Vetsch encouraged his fellow board members to support Clearwater Township in a letter to the Public Utilities Commission (PUC) encouraging PUC to move to alternative routes.

Diedrick moved to approve a letter of support from Clearwater Township regarding MN Energy Connection Project. The motion was seconded by Schoen. The motion passed 5-0.

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

3. Approve LG220 Application for Exempt Permit for Charitable Gambling Application for Church of Saint Mary of Czestochowa in Delano, MN  
Kaczmarek abstained from voting due to his involvement with the organization.

Holland moved to approve charitable gambling application for Church of Saint Mary of Czestochowa. The motion was seconded by Diedrick. The motion passed 4-0.

*Aye: 4; Nay: 0; Abstain: 1; Absent: 0; Recused: 0*

4. Schedule Committee of the Whole regarding ERP and Finance Organizational Chart.

COTW has been scheduled for 10:30 a.m. Tuesday, May 9.

Schoen moved to approve Scheduling a Committee of the Whole regarding ERP and the Finance Department organizational chart. The motion was seconded by Holland. The motion passed 5-0.

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

5. Schedule Committee of the Whole regarding Labor Negotiations



A closed COTW has been scheduled for 10 a.m. Monday, May 15.

Holland moved to approve scheduling a Committee of the Whole regarding labor negotiations. The motion was seconded by Schoen. The motion passed 5-0.

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

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

### County Administrator Lee Kelly

Kelly said that budget workbooks went out on Monday, May 1, a little earlier than normal.

### Commissioner Michael Kaczmarek

Kaczmarek said that he attended the annual meeting for the Wright Hennepin co-op in Rockford, the Marysville Township meeting, the Dassel-Cokato Safe Schools meeting and a Wright County Fair Board meeting. There were questions about the solar amendment at the Marysville Township meeting and the Fair Board planning seems to be going fine.

### Commissioner Nadine Schoen

Schoen said that she went to Rockford Township and the City of Rockford, who were dealing with flooding, and looked into funding through the Federal Emergency Management Agency (FEMA) to assist with the expenses incurred. Because of the dollar value, no funding is available at this time. Schoen also went to Safe Schools in Rockford and Saint Michael, both of which are having issues with vaping and truancy.

### Commissioner Darek Vetsch

Vetsch attended the Central Mississippi River Regional Planning Partnership (CMRP) meeting with updates on moving forward with the PEL process and with discussions about initiatives for two intersections that have issues with bottlenecking in Monticello. Discussion was also had about what the organization would look like moving forward, continuing as a joint powers agreement organization or transitioning to a non-profit. At this point in time, a non-profit looks to be most suitable.

### Commissioner Jeanne Holland

Holland went to the Wright County Historical Society, which added another half-time staff, who is a retired teacher that will take the Historical Society trunk to classrooms in Wright County. Holland also attended Safe Schools in Saint Michael and reported about legislation that would affect school suspensions and Wright County's wRight Choice program.

### Commissioner Tina Diedrick

Diedrick gave an update on the Central Minnesota EMS, which is working on funding through the state. If Central Minnesota EMS doesn't receive state funding, it may propose that the counties in the region fund the program.

The meeting entered a brief recess from 9:37 a.m. - 9:45 a.m.

## VIII. **ADJOURNMENT**

*Adjourned at 11:05 a.m.*

*County Board Minutes submitted by Caitlin Chovan, Administration Office Manager*

**IX. WARRANTS ISSUED**

