



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
JULY 5, 2022

Christine Husom	District 1
Darek Vetsch	District 2
Mark Daleiden	District 3
Mary Wetter	District 4
Michael Kaczmarek	District 5

DATE APPROVED: JULY 19, 2022

The Wright County Board met in regular session at 9:00 A.M. with Husom, Vetsch, Daleiden, Wetter, and Kaczmarek present.

COUNTY BOARD MINUTES 06-28-2022

Commissioner Christine Husom said that the resolution for Farm Family of the Year was not voted on during the Tuesday, June 28 board meeting. County Administrator Lee Kelly confirmed the missing vote and recommended taking a vote.

Commissioner Mark Daleiden moved to vote on the resolution for Farm Family of the Year. The motion was seconded by Commissioner Michael Kaczmarek. The motion carried 5-0.

Kaczmarek said that on Page 10, third paragraph, the first line was missing half of his statement, specifically that the 0.5 Administrative Specialist starting pay was \$21 per hour.

Daleiden moved to approve the County Board minutes from Tuesday, June 28 with the correction. The motion was seconded by Kaczmarek. The motion carried 5-0.

AGENDA

Commissioner Darek Vetsch moved to approve the Agenda. The motion was seconded by Daleiden. The motion carried 5-0.

CONSENT AGENDA

Kaczmarek wanted to discuss Item A1, claim number 809194 for \$161,000 for clarification. Next, he wanted to further discuss Item A2, Administration Finance regarding one of the American Rescue Plan (ARP) funds. Finally, he said he wanted to remove item D1 for further discussion.

Daleiden moved to approve the Consent Agenda with items A1, A2, and D1 removed for discussion. The motion was seconded by Kaczmarek. The motion carried 5-0.

*Items removed for further discussion.

A. ADMINISTRATION – FINANCE

*1. Acknowledge Warrants Issued Between June 22, 2022, and June 28, 2022.

*2. Motion to Approve the Reimbursement of The American Rescue Plan Act Funds (ARP) As Follows:

i. County ARP Funds:

ii. Approval of County Reimbursement of \$495.20 From 01-099- 493-6910 Transfer Out Into

01-100-493.5910 Transfer in As Follows:

a. \$495.20 for Administrative Expenses – Staff Costs

*iii. \$1,009.95 2.34 Aid to Nonprofit Organizations

\$41.50 7.1 Administrative Expenses – Consultant Support

3. 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. (Contingent On Approval by The Wright County Sheriff and Wright County Attorney & Rockford Township).

4. Approve Budget Amendment and Transfer Of \$9,648.00 From Full Time Personnel to Part Time Personnel.

01-105-000-0000-6101 Full Time Personnel (\$9,648.00)

01-105-000-0000-6103 Part Time Personnel \$9,648.00

B. ADMINISTRATION – HUMAN RESOURCES

1. Acknowledge Positions Replacement Report
 - i. Review Monthly Termination Report - June 2022
 - ii. Review Monthly Hire Report - June 2022

C. HIGHWAY

1. Approve Date/Time for Receiving Bids for The Stand-Alone Salt Brine Making Building: Schedule to Receive Bids: 2:00 P.M. On Thursday, August 4th, 2022, At the Wright County Highway Building. Construction Of This Facility Will Enhance the County's Ability to Provide More Efficient Snow And Ice Control Operations On Our County Highway System.

D. SHERIFF'S OFFICE - JAIL

*1. Requesting Permission to Electronically (DocuSign) Sign the DOC Contract Extension for Continued Housing of DOC Work Release Inmates.

ITEMS REMOVED FOR FURTHER DISCUSSION

A. ADMINISTRATION – FINANCE

1. Acknowledge Warrants Issued Between June 22, 2022, and June 28, 2022.

Kaczmarek asked about Claim 809194 for construction of the Community Dental Clinic in the amount of \$161,000 which was associated with account 34-150. He noted a vote had been taken to start construction without the grant. His question was regarding the use of account 34-150 to pay the claim and asked Director of Finance Lindsey Meyer to clarify. Meyer explained the 34-150 was just a general Capital Improvement Project (CIP) fund where the funds had been levied through the budgeting process and had been allocated to that account and that specific project. Kaczmarek asked if there was a second CIP fund for these projects. Meyer said that there was a second account, 34-170. She said one CIP was historically designated for more technological projects and the other building projects. Finance did not differentiate between these funds anymore and allocated to these CIPs as a bundle and not separate. Kaczmarek asked if this was a reimbursement type of account. Meyer said the grant associated with the dental clinic was a reimbursement. Vetsch asked if at some point in budget discussions there would be an option to combine 34-150 and 34-170. Meyer said while there had been talks about combining them together, this had not happened.

2. Motion to Approve the Reimbursement of The American Rescue Plan Act (ARP) Funds As Follows:

iii. \$1,009.95 2.34 Aid to Nonprofit Organizations

Kaczmarek said he wanted to see which non-profits were receiving funds related to ARP. Project Administrator Elizabeth Karels said the non-profit which received the grant was Wright County 4-H. The county had set aside about \$63,000 for 4-H and it periodically would submit receipts for reimbursement.

D. SHERIFF'S OFFICE - JAIL

1. Requesting Permission to Electronically (DocuSign) Sign the DOC Contract Extension for Continued Housing of DOC Work Release Inmates.

Kaczmarek said he wanted to know what services the \$80,000 due for the third year of the contract were going to. Vetsch said the money was mainly to prevent recidivism by assisting inmates with future housing and employment. The jail offered many different services intended to help inmates receive the tools they needed for release. Vetsch said much of the help provided was to assist in resumé building for inmates, as many looking for help do not have help coming from family members and have limited experience in the job or housing market. Husom said the contract costs were to cover the work release program and the crew leader. Kaczmarek also wanted to see comparable statistics from other counties as to what their costs for similar programs were. Daleiden said he believed the county was paid by the Minnesota Department of Corrections (DOC), and that the contract was ongoing. Daleiden was unsure where Kaczmarek's concern was regarding this program as it had been ongoing for years. Kaczmarek said it was the third year of the contract.

Husom read from the contract, "Revision 2. Clause 3. 'Payment' is as follows: The State will pay Sixty and 00/100 dollars (\$60.00) per day per State offender participating in the Governmental Unit's Work Release Program and Twenty-One dollars and 12/100 (\$21.12) per day per offender on Phase 2 (electronic monitoring/GPS; for offender's participating in the Contractor's Work Release Program)". Daleiden said that this was not the county paying the state, but the state, through the DOC, paying the county. Husom brought up that the inmates also paid for the privilege of being a part of the Work Release Program. Daleiden said it would be helpful to have a presentation during a future workshop in order to bring the two newer

commissioners up to speed.

Daleiden moved to approve the three items taken from the agenda. Vetsch seconded. The motion carried 5-0.

TIMED AGENDA ITEMS

TYLER WEBSTER - FINANCE

Establish Canvass Board to Convene on August 12 at 1:00 p.m. Canvass Board Will Meet in The Wright County Board Room in The Wright County Government Center to Canvass Results From 2022 Primary Election.

Meyer was standing in for Elections Manager Tyler Webster. Meyer said the County Board needed to establish the canvass board for the Tuesday, August 9, primary election. In addition, she said the board needed to vote in two Commissioners not up for election to join the canvass board. Vetsch and Kaczmarek volunteered to join the board.

Daleiden moved to approve the establishment of a canvass board and nominated Vetsch and Kaczmarek to sit on the board. The motion was seconded by Kaczmarek. The motion carried 5-0.

ITEMS FOR CONSIDERATION

ADMINISTRATION

Approve A Resolution Dissolving the Central Minnesota Economic Development 7W District Joint Powers Agreement. Assistant County Administrator Clay Wilfahrt said the group was originally formed via a Joint Powers Agreement (JPA). Since being created the group realized a JPA was not necessary, and the work could be completed without the additional administrative duties. He said most of the other counties involved either had dissolved the JPA or were in the process of dissolving the JPA.

Daleiden moved to approve the resolution dissolving the Central Minnesota Economic Development 7W District Joint Powers Agreement. The motion was seconded by Vetsch. The motion carried 5-0.

Appointment Of Aggregate Ordinance Work Group.

Husom said a list of applicants had been reviewed the week prior. Kaczmarek and Commissioner Mary Wetter reviewed the candidates and selected the members. Kaczmarek hoped it was fair and balanced, and opened up the discussion for any questions about the process. Husom asked when the meeting would take place. Vetsch said once the selection process was done they would select a date. He said they had selected representatives from Middleville and Buffalo townships. The operators selected were from Knife River and MBE Trucking & Material Supplier. From the Planning Commission, Dan Bravinder and Sandy Greniger were selected.

Daleiden said it was good the two commissioners who chose the board were independent of the Gravel Work Group. Daleiden asked Planning and Zoning Administrator Barry Rhineberger if there were any issues with dates. Rhineberger said it was fairly open as long as Administration staff was available. Vetsch and Daleiden discussed which date would work for the Gravel Work Group meeting. Kelly recommended Tuesday, July 26. Daleiden asked if Assistant County Attorney Greg Kryzer would be present. Kryzer confirmed his intention to attend. Vetsch said he would look for the county staff to come back with a date for the first meeting.

Daleiden moved to approve the appointment of the work group. The motion was seconded by Kaczmarek. The motion carried 5-0.

Refer Items to County Board Workshop on July 12, 2022:

Central MN Jobs and Training Annual Update

Enterprise Resource Planning (ERP) Update

Compost Site Update

Husom asked if anyone needed to add anything to the workshop agenda. Daleiden said an explanation of the DOC Work Release contract as discussed earlier in the meeting would be appropriate to be briefed on. He also said the campus signage at the entrance may need to be worked on. Specifically, he said the main entrance way was too narrow. Daleiden asked for additional signage as people were still stopping at the Highway Department. Regarding the Compost Site update, he asked if

there would be a final site update from the engineer for the compost. Kelly said the engineers would be bringing forward recommendations from the three ideas that were previously brought forward last time.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

Commissioner Darek Vetsch

Last week, Vetsch attended a Central Mississippi River Regional Planning Partnership (CMRP) meeting. While working on Framework 2030, CMRP discussed a road map to the river crossing after having Minnesota Department of Transportation (MnDOT) and Federal Housing Authority (FHA) out to visit. He said the CMRP now seemed to be more of a traffic group and less of a holistic project planning group. In addition to narrowing the scope of the project, they were discussing continuing on as a JPA or morphing into a 501(c)(3) coalition. He said the group was looking to identify whether Wright County or Sherburne County would be the Local Government Unit (LGU) authority. Vetsch said this would be important, as the group would move into the National Environmental Policy Act (NEPA) process and other processes.

Commissioner Christine Husom

She attended an Economic Development Authority (EDA) meeting and the Well at Work open house. Both went very well, and she said the clinic was set up very well and encouraged staff to utilize it. She said the cost of the exam was about 20 percent of what patients would pay at an outside clinic.

Commissioner Michael Kaczmarek

Kaczmarek said he had an Employee Work Group meeting to go over recruitment and employee retention. He said it was well attended and had good participation. Daleiden asked when the County Fair was. Kaczmarek said Wednesday, July 20, through Sunday, July 24, he also said there were more limited-edition fair books available at the Government Center entrance.

County Administrator Lee Kelly

Kelly said the Well at Work Clinic open house was a big success.

The meeting adjourned at 9:35 a.m.

County Board Minutes submitted by Phil Hodges, Administrative Specialist.