



**BOARD AGENDA**  
**BOARD OF WRIGHT COUNTY COMMISSIONERS**  
**JANUARY 15, 2019**

Christine Husom, District 1  
Darek Vetsch, District 2  
Mark Daleiden, District 3  
Michael Potter, District 4  
Charles Borrell, District 5

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**I. 9:00 A.M. PLEDGE OF ALLEGIANCE**

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

**A. COUNTY BOARD MINUTES 1-08-19**

Documents:

[1-08-19 WRIGHT COUNTY BOARD MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION**

1. Authorize Attendance Of Commissioners, Minnesota Rural Counties Board Meeting ITV, 3-11-19, 9:30 AM - 2:00PM, Wright County Government Center Rm 122 (Note That Attendance Will Be After The Employee Recognition Ceremony Scheduled For The Same Day At 10:00 AM.)

**B. ADMINISTRATION**

1. Authorize Attendance Of Commissioners, Quarterly Township Meetings:
  - A. 4-04-19 @ 7:30 PM, Albion Township
  - B. 7-10-19 @ 6:30 PM, Corinna Township
  - C. 10-03-19 @ 7:30 PM, Clearwater Township

**C. ADMINISTRATION**

1. Approve Memorandum Of Agreement Between Teamsters Local 320 (Sheriff Essential Supervisory Staff) & Wright County To Establish Terms & Conditions Of Employment For Matt Treichler As He Leaves His Position Of Lieutenant To Become The New Chief Deputy For The Wright County Sheriff's Office

Documents:

[MOU-MATT TREICHLER LEAVE OF ABSENCE-JANUARY 15 2019.PDF](#)  
[SKM\\_C55819010909530.PDF](#)

**D. ADMINISTRATION**

1. Madden, Galanter & Hansen, 11-2018 Services, \$3,050.59

Documents:

[11.18 MADDEN, GALANTER AND HANSEN CLAIM.PDF](#)

**E. ATTORNEY**

1. Authorize Litigation Against John 146, LLC, For Planning And Zoning Violations At 5813 Canterbury Avenue N.E., Buffalo Township, Minnesota

Documents:

[AGENDA - JANUARY 15, 2019.PDF](#)

#### **F. AUDITOR/TREASURER**

1. Acknowledge Warrants Issued Between January 2, 2019 And January 8, 2019
2. Approve Temporary Liquor License For A.B.A.T.E. Of Minnesota, Inc. For Event On February 2, 2019
- \*\*3. Approve Signatures On Contracts For Fiscal Agent Services Provided By The Auditor/Treasurer's Office.  
\*\*Note: The Highway 55 Corridor Fiscal Agent Services Contract Was Removed At The Request Of The County Coordinator And Was Not Included In Approval Of The Consent Agenda Item F3.
4. Acknowledge The 2019 Petty Cash And Change Fund Summary

Documents:

[AGENDA 01-15 CONSENT - WARRANTS ISSUED.PDF](#)  
[AGENDA 01-15 CONSENT - TEMPORARY LIQUOR LICENSE ABATE.PDF](#)  
[AGENDA 01-15 CONSENT -APPROVE CONTRACTS FOR FISCAL AGENT SVCS.PDF](#)  
[FISCAL AGENT SERVICES AGREEMENT - 2019 CROW.PDF](#)  
[FISCAL AGENT SERVICES AGREEMENT - 2019 HISTORICAL SOCIETY.PDF](#)  
[FISCAL AGENT SERVICES AGREEMENT - 2019 HWY 55 CORRIDOR.PDF](#)  
[FISCAL AGENT SERVICES AGREEMENT - 2019 LAKE CHARLOTTE.PDF](#)  
[FISCAL AGENT SERVICES AGREEMENT - 2019 LAKE MINK-SOMERS.PDF](#)  
[FISCAL AGENT SERVICES AGREEMENT - 2019 PULASKI.PDF](#)  
[FISCAL AGENT SERVICES AGREEMENT - 2019 WRIGHT SOIL AND WATER.PDF](#)  
[AGENDA 01-15 CONSENT -ACKNOWLEDGE PETTY CASH AND CHANGE FUND SUMMARY.PDF](#)  
[AGENDA 01-15 CONSENT - CHANGE FUND REPORT.PDF](#)

#### **G. HEALTH & HUMAN SERVICES**

1. Position Replacement
  - A. Financial Worker

Documents:

[RFBA HHS 2018-01-15 FW AFFS LTC.PDF](#)

#### **H. HEALTH & HUMAN SERVICES**

1. Refer To The 1-23-19 Personnel Committee Meeting:
  - A. Interim Position Replacement:
    1. Youth Services Supervisor

Documents:

[RFBA HHS 2018-01-15 MILITARY LEAVE INTERIM YS SUPERVISOR \(PERSONNEL COMMITTEE\).PDF](#)

#### **I. INFORMATION TECHNOLOGY**

1. Refer To 1-23-19 Technology Committee:

- A. Office 365 Update
- B. ERP Update
- C. Event Scheduler Project
- D. Website Redesign
- E. Project Portfolio

Documents:

[BOARD ACTION IT REQUEST TECH COMMITTEE JAN 23 2019.PDF](#)

## V. TIMED AGENDA ITEMS

### A. 9:02 A.M. SEAN DERINGER, SHERIFF

1. Introduce Two Recently Promoted Wright County Sheriff's Office Sergeants

Documents:

[REQUEST FOR BOARD ACTION 1-15-19.PDF](#)

### B. 9:04 A.M. BOB HIIVALA, AUDITOR/TREASURER

1. Approve Resolution: Findings Of Fact & Order Regarding Redetermination Of Benefits For County Ditch No. 7 Pursuant To Minnesota Statute 103E.351; Approve Viewing Professional Services Contract For Redetermination Of Benefits And Grass Strip Acquisition On County Ditch No. 7.
2. Approve Resolution: Findings Of Fact & Order Regarding Redetermination Of Benefits For Judicial Ditch No. 1 Pursuant To Minnesota Statute 103E.351; Approve Viewing Professional Services Contract For Redetermination Of Benefits And Grass Strip Acquisition On Judicial Ditch No. 1.
3. Adopt Resolution Of Findings And Order Regarding Reestablishment Of Records For County Ditch 31 Pursuant To Minnesota Statute 103E.101 Subdivision
4. Accept The Invasive Plant Grant Assistance Fund Grant From The Minnesota Department Of Agriculture For The 2019 Calendar Year.
- \* 5. Approve Preliminary December Revenue/Expenditure Budget Report.

Documents:

[AGENDA 01-15 TIMED - CD 7 REDETERMINATION RBA.PDF](#)  
[AGENDA 01-15 TIMED - CD 7 RESOLUTION FINDINGS OF FACT AND ORDER.PDF](#)  
[AGENDA 01-15 TIMED - CD 7 H2OVERVIEWERS CONTRACT.PDF](#)  
[AGENDA 01-15 TIMED - CD 7 FINDINGS OF FACT AND ORDER.PDF](#)  
[AGENDA 01-15 TIMED - JD 1 REDETERMINATION RBA.PDF](#)  
[AGENDA 01-15 TIMED - JD 1 RESOLUTION FINDINGS OF FACT AND ORDER.PDF](#)  
[AGENDA 01-15 TIMED - JD 1 FINDINGS OF FACT AND ORDER.PDF](#)  
[AGENDA 01-15 TIMED - JD 1 CONTRACT.PDF](#)  
[AGENDA 01-15 TIMED - CD 31 RESOLUTION FOR REESTABLISHMENT OF RECORDS.PDF](#)  
[AGENDA 01-15 TIMED - CD 31 RECORDS RESOLUTION COVER.PDF](#)  
[AGENDA 01-15 CD 31 RESOLUTION FINDINGS AND ORDER.PDF](#)  
[AGENDA 01-15 TIMED - EXHIBIT 1 - ENGINEER REPORT WRIGHT-CD-31-REESTABLISHMENT-OF-RECORDS.PDF](#)  
[AGENDA 01-15 TIMED - EXHIBIT 2 - RESOLUTION 17-06 CD 31.PDF](#)  
[AGENDA 01-15 TIMED - MDA GRANT 2019 RBA.PDF](#)

AGENDA 01-15 TIMED - MDA GRANT.PDF  
AGENDA 01-15 TIMED - APPROVE PRELIMINARY DECEMBER BUDGET  
REPORT.PDF  
AGENDA 0-15 - TIMED BUDGET REVIEW REPORT.PDF

**C. 9:20 A.M. VIRGIL HAWKINS, HIGHWAY ENGINEER**

1. Set Transportation Committee Of The Whole Meeting (TCOTW) To Discuss Transportation Items
2. Authorize Highway Engineer Hawkins And Assistant Highway Engineer Hausmann To Attend The NACE (National Association Of County Engineers) Annual Meeting/Management & Technical Conference In Wichita, KS On April 14-18, 2019

Documents:

BAR - SET TCOTW MEETING.PDF  
BAR - AUTHORIZATION REQUEST - NATIONAL ASSOC. OF  
ENGINEERS.PDF

**D. 9:25 A.M. MARC MATTICE, PARKS & RECREATION DIRECTOR**

1. Authorize Signatures On A Contract For Deed Between Wright County, John Paul Eddy And Elizabeth Ann Eddy
2. Adopt A Resolution Related To A Grant Application Through The Minnesota Department Of Natural Resources Federal Recreational Trail Program For The Construction Of Approximately 4.5 Miles Of Natural Surface Hiking/Cross Country Ski Trails At Bertram Chain Of Lakes Regional Park

Documents:

1-15-2019 CB AGENDA ITEM STANLEY EDDY MOOSE LAKE POINT.PDF  
SIGNED CONTRACT FOR DEED MOOSE LAKE POINT.PDF  
1-15-2019 CB AGENDA ITEM BERTRAM FED REC HIKE TRAILS.PDF  
1-15-2018 CB AGENDA ITEM BERTRAM HIKE\_SKI TRAIL  
RESOLUTION.PDF

**E. 9:30 A.M. GREG KRYZER, ASSISTANT COUNTY ATTORNEY**

1. Adopt Resolutions Abolishing Office Of County Coordinator, Establishing Office Of County Administrator, And Appointing Lee Kelly As County Administrator

Documents:

BOARD AGENDA REQUEST - JANUARY 15, 2019.PDF  
RESOLUTION RESCINDING OFFICE OF COUNTY COORDINATOR.PDF  
RESOLUTION ESTABLISHING OFFICE OF COUNTY ADMINISTRATOR.PDF  
RESOLUTION APPOINTING LEE R. KELLY.PDF  
EXHIBIT 1 - EMPLOYMENT AGREEMENT.PDF

**VI. ITEMS FOR CONSIDERATION**

**A. COMMITTEE MINUTES**

Committee Of The Whole (1-04-19)

Documents:

1-04-19 COMMITTEE OF THE WHOLE MINUTES AND  
ATTACHMENTS.PDF

**B. SCHEDULE COMMITTEE OF THE WHOLE MEETINGS RE: DESIGN DEVELOPMENT FOR NEW GOVERNMENT CENTER AND SHERIFF'S OFFICE RANGE PROJECT**

1. Suggested Date: January 24, 2019 At 10:00 A.M. In Community Room 120;
2. Suggested Date: February 25, 2019 At 10:00 A.M. In Community Room 120.

**C. JUSTICE CENTER FURNITURE FIXTURE AND EQUIPMENT (FF&E)**

**D. IT DIRECTOR RECRUITMENT - DISCUSSION TO REFER TO 1-15-19 COMMITTEE OF THE WHOLE MEETING AT 1:00 PM**

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

**VIII. ADJOURNMENT**

**IX. WARRANTS ISSUED**

Documents:

[01-02-19 THRU 01-08-2019 WARRANTS ISSUED 1,864,483.01.PDF](#)  
[01-02-19 THRU 01-08-2019 CLIENT WARRANTS ISSUED 312,455.62.PDF](#)  
[01-08-18 PROCUREMENT CARD 50,329.68.PDF](#)  
[01-08-19 FLEET CARD 15,946.55.PDF](#)

**X. DECEMBER BUDGET REPORT**

Documents:

[PRELIMINARY DECEMBER BUDGET REPORT FOR BOARD.PDF](#)

**XI. NOTE:**

8:15 A.M. Committee Of The Whole Meeting, Closed Session, Property Located At 3785 Hwy. 25  
10:30 A.M. Leadership Team Meeting  
1:00 P.M. Committee Of The Whole Meeting, Sheriff's Office Organization Analysis Proposals And IT Director Recruitment

**XII. NOTE:**

- \* Attachment Added At The Board Meeting
- \*\* Item Removed From The Agenda