



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
JANUARY 22, 2019

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

DATE APPROVED: JANUARY 29, 2019

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

COUNTY BOARD MINUTES 1-15-19

Husom moved to approve the minutes, seconded by Daleiden. The motion carried 5-0.

AGENDA

Potter moved to approve the Agenda, seconded by Daleiden. The motion passed 5-0.

CONSENT AGENDA

Borrell moved to approve the Consent Agenda. Husom seconded the motion, and it carried unanimously.

A. ADMINISTRATION

1. Claim - Madden, Galanter & Hansen, Dec 2019 Services, \$6,063.19

B. ADMINISTRATION

1. Approve Charitable Gambling Application, Form LG220, Limestone Lake Association, Gambling Premises: Shawn Shoutz, 4967 128th Ave NW, Clearwater MN 55320 (Silver Creek Twp.), Event Date 7-03-19

C. ADMINISTRATION

1. Authorize Attendance, AMC Legislative Conference, February 13-14, 2019, St. Paul

D. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between January 9, 2019 And January 15, 2019

E. HEALTH & HUMAN SERVICES

1. Position Replacement:

A. Accounting Clerk-Fiscal, Technology & Support Unit

F. PLANNING & ZONING

1. Accept The Findings And Recommendation Of The Planning Commission For The Following Rezoning:

A. DINGMAN CUSTOM HOMES - (Franklin Twp.) On A Vote Of 3/2 The Planning Commission Recommends Rezoning Approximately 22.5 Acres From AG General-Agricultural And S-2 Residential-Recreational Shorelands To R-2a Suburban-Residential And S-2 Residential-Recreational Shorelands.

TIMED AGENDA ITEMS

MARC MATTICE, PARKS & RECREATION DIRECTOR

Adopt Resolution Accepting A Donation From The Minnesota Off Road Cyclists

Marc Mattice, Parks & Recreation Director, asked the County Board to accept a donation from the Minnesota Off Road Cyclists in the amount of \$1,244.58.

Borrell moved to adopt Resolution #19-13, accepting a donation from the Minnesota Off Road Cyclists in the amount of \$1,244.58 to be set aside in the dedicated account for Bertram Chain of Lakes Regional Park for maintenance and improvements to the single-track mountain bike trails. Daleiden seconded the motion. The motion carried 5-0 on a roll call vote.

BOB HIIVALA, AUDITOR/TREASURER

Adopt Resolution To Schedule A Public Hearing On Petition To Abandon Wright County Ditch 14 ("CD 14") Pursuant to Minnesota Statute 103E.811

Bob Hiivala, Auditor / Treasurer, requested a public hearing to abandon County Ditch 14. Hiivala said they have received the proper number of signatures. He proposed a hearing date of Tuesday, February 26. Matt Detjen, Agricultural and Drainage Coordinator, said 51 percent of benefited landowners signed the petition that states the ditch has ceased to

function and restoration is not practical. Hiivala said his Office will notify landowners in the surrounding area regarding adoption of the Resolution.

Potter moved to adopt Resolution #19-14 to schedule a public hearing for Tuesday, 2-26-19 regarding the petition to abandon Wright County Ditch 14 (“CD 14”) pursuant to Minnesota Statute 103E.811. Husom seconded, and the motion carried unanimously on a roll call vote.

ITEMS FOR CONSIDERATION

1-15-19 COMMITTEE OF THE WHOLE MINUTES

Lee Kelly, County Administrator, reviewed the first item on the agenda, Sheriff’s Office Organization Analysis Proposals. Two proposals were received: Matrix Consulting Group for \$79,000, and Springsted Human Capital Advisers for \$84,500. Springsted would partner with Azimuth Group for this study. Recommendation A was to proceed with Springsted at a cost of \$84,500, funded through Budget 100, Professional Services.

Two proposals were discussed related to the second agenda item, Information Technology (IT) Director Recruitment. The proposals were from DDA Human Resources, Inc. for \$18,000 and Springsted/Waters Executive Recruitment for \$22,500. The rationale for hiring a recruitment firm is to utilize their networks to attract a larger candidate pool to find the best candidate possible. Each firm provides a guarantee that they will cover the cost of a second recruitment should the first candidate leave the County within 24 months of hire. A decision was made to move forward with Springsted/Waters at a cost of \$22,500, funded through Budget 100, Professional Services. Kelly will serve as Interim IT Director in the meantime.

Potter moved to approve the minutes and recommendations, seconded by Daleiden. Borrell objected to hiring Springsted/Waters to find a new IT Director. The consensus was to vote on the recommendations from the 1-15-19 Committee Of The Whole meeting separately. There was discussion regarding the best way to do this. Vetsch said the motion will be voted on as follows:

- Item 1. Sheriff’s Office Organization Analysis Proposals, Minutes and Recommendations
 - (a) Proceed with the proposal from Springsted Human Capital Advisors at a cost of \$84,500. Funding will be through Budget 100, Professional Services.
 - (b) Presentations by Springsted will be made to the Commissioners, Sheriff, and Administration staff.
 - (c) After recommendations of the Study are received, a placeholder should be included in the 2020 budget for estimated costs and should be done prior to budget sessions in August.
- Item 2. IT Director Recruitment, Minutes and Recommendations (b), (c), and (d):
 - (b) Presentations by Springsted will be made to the Commissioners and Administration staff.
 - (c) Administration staff should contact Sherburne County to obtain the salary of their recently hired IT Director.
 - (d) Lee Kelly, County Administrator, will fill the role of Interim IT Director.

Potter and Daleiden agreed to amend their motion as stated above, and the motion carried 5-0.

Daleiden made a motion to approve the following recommendation, seconded by Potter:

- Item 2. IT Director Recruitment, Item (a) Proceed with the proposal from Springsted/Waters Executive Recruitment at a cost of \$22,500, Funding through Budget 100, Professional Services.

The motion carried 4-1 (with Borrell casting the nay vote).

The 1-15-19 Committee Of The Whole Minutes follow:

I. Sheriff's Office Organization Analysis Proposals

The Committee discussed proposals received from Matrix Consulting Group and Springsted Human Capital Advisors (attached). Total project costs are as follows:

<i>Matrix Consulting Group</i>	<i>\$79,000</i>
<i>Springsted Human Capital Advisors</i>	<i>\$84,500</i>

Springsted partners with Azimuth Group, a firm which specializes in this type of work. Sheriff Deringer thought Springsted may have a better handle on what is desired because of their experience working with Wright County.

Recommendation:

- a. Proceed with the proposal from Springsted Human Capital Advisors at a cost of \$84,500. Funding will be through Budget 100, Professional Services.***
- b. Presentations by Springsted will be made to the Commissioners, Sheriff, and Administration staff.***
- c. After recommendations of the Study are received, a placeholder should be included in the 2020 budget for estimated costs and should be done prior to budget sessions in August.***

II. IT Director Recruitment

Two proposals were received for recruitment services:

<i>DDA Human Resources, Inc.</i>	<i>\$18,000</i>
<i>Springsted/Waters Executive Recruitment</i>	<i>\$22,500</i>

Discussion centered on the rationale for hiring a recruitment firm to recruit for the Information Technology Director position. Major talking points included expertise, timeline, process, and whether the candidates desired salary will be higher through a recruiting firm. The Board will have the ability to set wage parameters.

Schawn Johnson, Human Resource Director, said an advantage of a recruiting firm will be a larger candidate network. The recruiting firm will test to assure candidates possess the correct skillset and knowledge.

Springsted utilizes a larger network nationwide and provides a Triple Guarantee which includes (in part) a guaranteed recruitment for the first 24 months against termination or resignation for any reason with no additional professional fee (only project related expenses). Similarly, DDA will complete another candidate search if the new hire leaves the organization within the first 24 months of employment with no professional service fees (only actual expenses billed).

Recommendation:

- a. Proceed with the proposal from Springsted/Waters Executive Recruitment at a cost of \$22,500. Funding will be through Budget 100, Professional Services.***
- b. Presentations by Springsted will be made to the Commissioners and Administration staff.***
- c. Administration staff should contact Sherburne County to obtain the salary of their recently hired IT Director.***
- d. Lee Kelly, County Administrator, will fill the role of Interim IT Director.***

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. I-94 Coalition Legislative Kickoff: Potter said they have a cohesive plan from Maple Grove to St. Cloud.
2. Great River Regional Library Board: Potter said the preliminary budget indicates a \$548,000 surplus. The reasons for this are twofold: The money received from the State exceeded the amount budgeted, and seven months of vacancy for the Fundraising Director position provided additional margin. The Finance Committee will discuss how those funds will be used in the future. The Library Board has an excess of six months in operating reserves. They are looking for a citizen representative to fill a vacancy on the Board of Trustees.
3. Justice Center Owners Committee: Borrell said they received an update from Contegrity Group and BKV Group. The schedule is about three weeks behind, but they are hoping to get back on track when the building is closed. The contingency fund will have approximately \$1.3 million remaining if the project continues smoothly. They are working out some disputes with several contractors.
4. Stoplights on Highways 25 and 55 in Buffalo: Husom spoke with the Minnesota Department of Transportation (MnDOT) regarding the timing of lights in these locations. She is gathering comments from the public and forwarding them to MnDOT. A study is scheduled for this spring. A major complaint is that left turn signals at these locations change too quickly from green to red. The Settlers Parkway light also changes too fast.
5. Trailblazer/Regional Transportation Coordination Councils (RTCCs): Vetsch attended the Trailblazer Board meeting last week, when RTCCs were discussed. RTCCs are MnDOT-driven planning groups. Counties will now be asked to contribute money to the RTCCs to leverage Health & Human Services rides through local transit. Sherburne and McLeod are in one RTCC and Wright is in another. Vetsch said the Trailblazer Board is inclined to not participate due to logistical challenges.
6. Bertram Regional Park Chateau Improvements: There have been discussions regarding Bertram Park camper cabins and designs. More information will follow.
7. Wright County Economic Annual Awards Banquet: Vetsch attended last Friday. The turnout and speakers were very good.
8. Public Health Task Force: Daleiden met with them last Monday. They are trying to increase the number of dentists available for those on Medicaid. Many dentists don't accept new patients with Medicaid, as the program often doesn't cover the costs to perform dental services.
9. Enterprise Resource Planning (ERP): Daleiden said two of the six vendors were eliminated. Another meeting will be held on Thursday, 1-24-19 to further trim the list down to two. Kelly said staff spent a lot of time vetting the proposals. The final two or possibly three vendors will be scheduled to conduct onsite demonstrations. Each vendor will present for three days.
10. Meeting with Stearns County: Daleiden said the Parks Commission will meet with Stearns County regarding maintenance of the mill on the Stearns County side of the river.
11. Homeless: Daleiden said there is information on the County website regarding a Point in Time survey regarding homeless people in Wright County. Participation will help the County assess the situation. More information may be found at <http://www.co.wright.mn.us/217/Health-Human-Services>.

The meeting adjourned at 9:34 A.M.

County Board Minutes Submitted by: Deb Schreiner, Administrative Specialist