



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
MARCH 26, 2019

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

DATE APPROVED: APRIL 2, 2019

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

COUNTY BOARD MINUTES 3-19-19

Borrell moved to approve the minutes. The motion was seconded by Husom and carried 5-0.

AGENDA

Bob Hiivala, Auditor/Treasurer, said a Joint Ditch Meeting will be held with other counties on 3-29-18 in Glencoe. Daleiden will attend the meeting. Potter moved to approve the Agenda. The motion was seconded by Daleiden and carried 5-0.

CONSENT AGENDA

Potter moved to approve the Consent Agenda. The motion was seconded by Daleiden and carried 5-0:

A. ADMINISTRATION

1. Approve Memorandum Of Agreement Approving A Work Out-Of-Class Assignment For A Social Worker Covered Under The AFSCME (Human Services) Council 65 Collective Bargaining Agreement To A Non-Union Social Services Supervisor Position

B. ADMINISTRATION

1. Approve Wright County Revocable License Agreement For Disabled American Veterans Parking, Eff. 4-15-19 To 10-15-19

C. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between March 13, 2019 And March 19, 2019

D. HEALTH & HUMAN SERVICES

1. Position Replacement
 - A. Social Worker - Youth Services Unit

E. PARKS AND RECREATION

1. Approve Request To Fill The Parks and Recreation Maintenance Aide Position Which Has Opened Due To An Internal Promotion

TIMED AGENDA ITEMS

DR QUINN STROBL, M.D., CHIEF MEDICAL EXAMINER

2018 Medical Examiner Report

Dr. Strobl is the Chief Medical Examiner with the Midwest Medical Examiner's Office. Dr. Strobl provided an overview of the 2018 Medical Examiner's Annual Report for Wright County. This was an informational item.

BOB HIIVALA, AUDITOR/TREASURER

Approve Resolution Supporting Conveyance of Tax Forfeit Property (PID #101-022000020) To The City Of Albertville

Hiivala presented a request for the County Board to recommend to the Minnesota Commissioner of Revenue conveyance of tax forfeit parcel, Outlot A, Barthel's Industrial Park, PID #101-022-000020, to the City of Albertville at a market value of \$100.00. The purpose will be for economic development.

Borrell moved to adopt Resolution #19-34 recommending the Minnesota Commissioner of Revenue convey to the City of Albertville by State Deed Tax Forfeit Parcel, Outlot A, Barthel's Industrial Park, PID #101-022-000020. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

Approve 2019 Tobacco License For Mark Allen Campbell DBA Brothers Smoke And More (City Of Clearwater)

Husom moved to approve the Tobacco License as presented. The motion was seconded by Daleiden and carried 5-0.

SETH HANSEN, EMERGENCY MANAGEMENT DIRECTORAdopt Resolution Declaring A State Of Emergency For Wright County Due To Flooding

Hansen referenced the record snowfall amounts and potential for localized flooding, and recommended taking preemptive measures to declare a state of emergency from March 26 through April 30 in case it is needed. This will make Wright County eligible for state and federal reimbursement funds if the spending thresholds set by the state and federal government are met. State spending limits are around \$255,000-275,000 and federal is about double that. Hansen further explained that the funding may be used for public infrastructure but not for private property. If property is within the public right-of-way, that portion would be included.

Borrell moved to adopt Resolution #19-35, Declaration of a State of Local Emergency, effective March 26 through April 30, 2019. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

BRIAN ASLESON, CHIEF DEPUTY ATTORNEYSet 2019 "Trunk Charge" For Charlotte-Martha Subordinate Service District

Asleson said that in 2001, the County formed a subordinate service district by Lake Charlotte and Lake Martha for the purpose of a sewer system that connects with the City of St. Michael. It has been at least five years since a new hookup has been requested. In 2001-2002, the trunk charge was set at \$8,700.

Asleson recommends a trunk charge for this new hookup at \$13,505.67 based on inflation. The lot was not assessed in 2001-2002 as it was a seasonal structure and there was a holding tank. The current owners would like to connect with the system. All fees have been paid to the City and a deposit has been made with the County of this required amount. Asleson requested the Board set the trunk charge and approve a hook up to the system.

Borrell moved to set the trunk charge at \$13,505.67 for the Charlotte-Martha Subordinate Service District for 2019, seconded by Husom. Asleson said there may be a shortfall in funding for the system by 2020. County levy dollars cannot be used for a subordinate sewer district, as only those that live in the district pay for it. Discussion has included a possible public informational meeting for residents. Asleson said the shortfall relates to residential development that did not occur and so there were not as many hookups as anticipated. Another factor that affected the viability of the fund is a decline in investment rates. The motion carried 5-0.

Approve Sewer Hook-up For PID # 215-035-000260

Daleiden moved to approve the sewer hook-up for PID #215-035-000260. The motion was seconded by Potter and carried 5-0.

GREG PICKARD, VETERAN SERVICES OFFICERAdopt Resolution Accepting Donation Of \$1,000 From Zion Lutheran Church, Buffalo MN

Husom moved to adopt Resolution #19-36, accepting the \$1,000 donation from Zion Lutheran Church of Buffalo. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

Authorize Out-Of-State Travel For Assistant Veterans Service Officer At The National Association Of County Veterans Service Officers Training In Omaha, April 8-12, 2019

Pickard explained that part of the certified accreditation process for the Assistant Veterans Service Officer position is to attend national certification training within 18 months of employment. This training will meet the accreditation process. Costs other than salary will be covered by an operational improvement grant from the State.

Borrell moved to authorize out-of-state travel for the Assistant Veteran Services Officer at the National Association of County Veterans Service Officers Training in Omaha on April 8-12, 2019. The motion was seconded by Husom and carried 5-0.

MARK HANSON, ECONOMIC DEVELOPMENT COORDINATOR, CENTRAL MN JOBS & TRAINING SERVICESComprehensive Economic Development (CEDS) Update

Hanson provided an overview of handouts on the Region 7W Economic Development Coordinator Report, statistics on the State's child care shortage, and Workforce Development.

Region 7W is a designated federal economic development region (Benton, Stearns, Sherburne and Wright Counties). The Comprehensive Economic Development Strategy Plan has been approved. The next step is to establish the district as an economic development district. The application has been submitted and is in process. Once approval is received, the next step will be to look for planning grant funds and moving forward with the process as the next RDO (Regional Development Organization) in the State.

Hanson said Region 7W is part of MADO (Minnesota Association of Development Organizations) even though the district has not yet been established. Hanson participates in the meetings to find out what others are doing in the State in terms of economic development.

Central Minnesota area has an extreme child care shortage. Hanson has been working with various organizations (Wright County, Wright County Community Action, Childcare Association, Children First) on the situation.

Hanson is working with Duane Northagen, Wright County Economic Development Director, on a Workforce Pathways project to determine how business can be better assisted in fulfilling workforce needs. They are investigating with various organizations, hospitals, and school districts. A \$10,000 grant was received from the Initiative Foundation to pay for this planning. Hanson is focusing mainly on the childcare piece.

Hanson said the Central Minnesota Region has a 49% shortfall in child care (for the number of spaces needed to accommodate the estimated number of children under age 6 with both parents working). The entire state has a definite shortage. He utilized two resources to obtain data.

- The University of MN information ranks every county in the State on the child care situation (quantity, cost, and quality). Wright County's overall rank is 79 out of 87 counties in the State. Hanson will continue to work with those entities mentioned previously to address this.
- First Children's Finance established the document "Childcare GAP Region 7W" which reflects that a gap in Region 7W of -7,657 slots (Wright County -3,088 slots). This number is reflective of demographic information and does not necessarily include unlicensed care or part-time care. He estimated the number could be cut in half with that data.

Potter asked Hanson to explain the value of CEDS. Hanson said this is a federal economic development entity, and it opens the door to receive economic development funds and grants from the federal government. Without the CEDS document, the 7W region cannot apply for grants from the federal government.

Husom referenced an article reflecting that a \$10,000 grant from the Initiative Foundation was provided to assist Wright Technical Center. Northagen was presented with the grant funding. Husom encourages others to tour the Technical Center. Adult classes are being offered on evenings and weekends, in addition to the daily classes for students.

This was provided as an informational item.

MARC MATTICE, PARKS & RECREATION DIRECTORAuthorize Signatures On A Contract With HGKI For The Creation Of A Master Plan For The Great River Regional Trail

Mattice stated that the County Board recently approved a Memorandum Of Agreement establishing a partnership with the cities of Clearwater, Monticello and Otsego. The partners solicited proposals and have selected HGKI to lead the master planning process for the Great River Regional Trail. The contract has a not-to-exceed figure of \$72,700 and is included in the budget. A \$7,500 grant was received from the Statewide Health Improvement Program and will be prorated amongst the entities.

Daleiden moved to authorize signatures on the Contract with HGKI. The motion was seconded by Borrell and carried 5-0.

Approve Parks Commission Recommendations:

Adopt The Emerald Ash Borer Management Plan For Park Lands Maintained and Operated By Wright County

Mattice said the Parks Commission acted to recommend replacing 20 ash trees per year starting with the parks that have the most ash trees (Collinwood, Beebe). There are 294 ash trees in maintained areas of the parks. Non-maintained areas of parks will not be included. To limit budget impacts, the plan would be to replace about 20 trees per year. Currently, about 10 shade trees per year are being replaced.

Daleiden moved to adopt the Emerald Ash Borer Management Plan for park land maintained and operated by Wright County. The motion was seconded by Potter and carried 5-0.

Approve Concept To Modify Alcohol Consumption Policy Within The Wright County Parks Ordinance

At the Parks Commission Meeting, draft policy language was reviewed relating to the possession and consumption of alcoholic beverages within County parks. The language suggests that malt beverages, wine, and cider would be allowed at reserved facilities that include picnic shelters and Bertram chalet. No alcohol beverages would be allowed at organized youth activities, designated playgrounds, or swimming beaches. The ordinance language will include consequences for violators.

Mattice will continue to work with the Attorney's Office on draft ordinance language which will be reviewed by the Parks Commission and the County Board. Discussion followed on allowing hard liquor for specific events (i.e., weddings) and the potential of requiring a State liquor catering license and Sheriff notification. It was requested that the ordinance be drafted with this as an option.

Daleiden moved to approve the concept of modifying the alcohol consumption policy with the Wright County Parks Ordinance. The motion was seconded by Borrell and carried 5-0.

VIRGIL HAWKINS, HIGHWAY ENGINEER

Approve Agency Agreement No. 1032956 Between Wright County And MnDOT Which Allows For MnDOT To Act As Wright County's Agent In Accepting Additional Federal Funds (In Exchange For Wright County Transferring An Equal Amount Of State Aid Funds To Stearns County). This Agreement Allows Wright County To Receive An Additional \$846,602 Of Federal Funds (From Stearns County) For Our CSAH 38 Project (SP 086-638-007) In Exchange For \$846,602 Of Our State Aid Regular Funds That Will Be Transferred To Stearns County.

Borrell moved to adopt Resolution #19-37 approving Agency Agreement between Wright County and MnDOT as outlined. The motion was seconded by Husom and carried 5-0 on a roll call vote.

Award Plant Mixed Bituminous Seasonal Bids. Bids Were Received On Friday, March 15, 2019 For Plant Mixed Bituminous Material. Bids Received Were From Hardrives, Inc.; Omann Brothers, Inc.; And Mid-Minnesota Hot Mix, Inc.

Bids opened on 3-15-19 are listed below:

Engineer's Estimate: \$611,300.00

<u>Name of Bidder</u>	<u>Total Bid Amount</u>	<u>Percent Over/Under Estimate</u>
Hardrives Inc.	\$645,540.00	5.60% over estimate
Omann Brothers, Inc.	\$656,143.00	7.34% over estimate
Mid Minnesota Hot Mix, Inc.	\$683,780.00	11.86% over estimate

Hawkins recommended accepting all bids. Vendors will be selected based on the project location. Potter moved to award and accept all plant mixed bituminous seasonal bids. The motion was seconded by Daleiden and carried 5-0.

Award the Seal Coat Contract (No. 1902) To Pearson Brothers, Inc. Bids Were Received on Friday, March 15, 2019. It Is Recommended To Award The Low Bid To Pearson Brothers, Inc. Of Hanover, MN In The Amount Of \$610,306.12.

Bids opened on 3-15-19 are listed below:

<u>Name of Bidder</u>	<u>Total Bid Amount</u>
Pearson Bros., Inc.	\$610,306.12
ASTECH Corp.	\$646,252.96
Allied Blacktop	\$699,153.88

Hawkins said the recommendation is to award to Pearson Brothers, low bidder. The contract includes work on Franklin Township roadways in the amount of \$78,500 which Franklin Township will fund.

Potter moved to award the Seal Coat Contract (No. 1902) to Pearson Brothers, Inc. of Hanover, MN in the amount of \$610,306.12. The motion was seconded by Borrell and carried 5-0.

Award Pavement Preservation Project, Contract No. 1901, To Knife River Corporation - North Central. Bids Were Opened On Friday, March 15, 2019. The Low Bid Is From Knife River Corporation Of Sauk Rapids, MN. We Recommend To Award Contract No. 1901 To Knife River In The Amount Of \$5,627,618.69

Bids opened on 3-15-19 are listed below: Engineer's Estimate: \$5,418,997.71

<u>Name of Bidder</u>	<u>Total Bid Amount</u>	<u>Percent Over/Under Estimate</u>
Knife River Corporation–North Central	\$5,627,618.69	3.85% over estimate
Duininck Bros. Inc.	\$5,890,003.98	8.69% over estimate
Hardrives Inc.	\$6,692,627.93	23.50% over estimate

Hawkins said the recommendation is to award to the low bid from Knife River Corporation in the amount of \$5,627,618.69. Husom moved to approve that recommendation. The motion was seconded by Potter and carried 5-0.

Award Pavement Markings Contract No. 1908 For Pavement Markings On Various County Highways. Bids Were Received On Friday, March 15, 2019. It Is Recommended To Award Contract No.1908 To AAA Striping Service Co. Of St. Michael, Minnesota In The Amount Of \$411,200.00

Bids opened on 3-15-19 are listed below: Engineer's Estimate: \$380,800.00

<u>Name of Bidder</u>	<u>Total Bid Amount</u>	<u>Percent Over/Under Estimate</u>
AAA Striping Service Co.	\$411,200.00	7.98% over estimate
Traffic Marking Service, Inc.	\$412,020.00	8.20% over estimate

Hawkins said the recommendation is to award Contract No. 1908 to AAA Striping Co. of St. Michael in the amount of \$411,200. Daleiden moved to approve that recommendation. The motion was seconded by Borrell and carried 5-0.

Approve Resolution Of Final Acceptance For Contract No. 1703 And Authorize Final Payment To Knife River Corporation, Inc. In The Amount Of \$26,383.37. Final Value Of The Work Certified Is \$461,471.52.

Contract No. 1703 included the State Park Road Account Project on Briarwood Ave. SE and the Pavement Preservation on CR 131. Funding Sources include \$93,216.29 from State Park Road Account funds and \$368,255.23 Local Levy funds.

Daleiden moved to adopt Resolution #19-38, final acceptance for Contract No. 1703, and authorizing final payment to Knife River for \$26,383.37. The motion was seconded by Potter and carried 5-0 on a roll call vote.

Approve 2019 Maintenance Agreements For The Cities Of: Delano, Elk River, Howard Lake, Maple Lake, Montrose, Monticello, And Waverly. The Agreements Specify The County Reimbursing Those Cities For Work Done On The County's Highway System

Husom moved to approve the 2019 Maintenance Agreements with Delano, Elk River, Howard Lake, Maple Lake, Montrose, Monticello and Waverly. The motion was seconded by Daleiden and carried 5-0.

ITEMS FOR CONSIDERATION

AUTHORIZE NEGOTIATIONS WITH ORACLE FOR ERP (ENTERPRISE RESOURCE PLANNING) PROJECT

Lee Kelly, County Administrator, requested Board approval to proceed with negotiations to attain the final price and package features with Oracle. This will be brought back to a Committee Of The Whole Meeting for final acceptance.

Daleiden moved to authorize negotiations with Oracle for the ERP Project. The motion was seconded by Potter and carried 5-0.

SCHEDULE CAPITAL IMPROVEMENT PUBLIC HEARING

Kelly said the public hearing will involve two projects, the Tactical Training Center and the Government Center.

Potter moved to schedule a Capital Improvement Public Hearing for 4-16-19 at 9:30 A.M. The motion was seconded by Husom. After discussion on other agenda items for 4-16-19, it was decided to amend the time of the Public Hearing. Potter and Husom amended the motion to set the Capital Improvement Public Hearing for 4-16-19 at 10:00 A.M. The motion carried 5-0.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Mayor's Association. Husom attended a meeting on 3-25-19 in Annandale. Vetsch presented information on the future of the Government Center, as he has done at other public and city meetings.
2. Meeting with Senator Bruce Anderson & DNR Commissioner Sarah Strommen. Husom, Vetsch and Potter attended the meeting on 3-21-19 in St. Paul regarding the Wright Regional Inspection Program. Husom said it was good to meet with the DNR Commissioner to determine how to move forward. The County was given a punch list of items to complete. Potter added that most pilot programs need three years to obtain good data.
3. Safe Harbor Task Force. Husom attended a meeting where discussion included protocols with various agencies in dealing with trafficked children.
4. Trailblazer. Vetsch attended a meeting on 3-21-19. Ridership continues to grow. MnDOT has made a one-time contribution of \$565,000. Discussion included where this funding should be allocated and staffing levels. Daleiden asked whether rides into Hennepin County are still be considered. Vetsch said the intent is not to transport individuals in Hennepin County. About 20 individuals (mostly from Functional Industries) are being transported to and from Rogers for work. Daleiden said many of the complaints he receives relates to rides not being available. Vetsch said surveys completed do not include details on when ridership is desired and destinations. That information would be valuable to assist with having buses in the right areas at the right time.
5. KRWC Radio Show. Daleiden was part of the Radio Show on 3-20-19. He shared information on the ERP Project (Enterprise Resource Planning) and on the status of various buildings being considered.
6. Rockford Safe Schools. Potter attended a recent meeting. Vaping continues to be a problem in schools. THC concentration levels have risen dramatically since the 1970's. Potter met with Sheriff Deringer. There are a few schools that will be requesting a second School Resource Officer as more resources are needed. Husom said administrators and school officials have never seen anything like this.
7. Administrator Updates:
 - A. O365. Work is being completed on rollout of O365 security enhancements.

The meeting adjourned at 10:37 A.M.