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

**COUNTY BOARD MINUTES 5-19-20**

Vetsch moved to approve the 5-19-20 Wright County Board Minutes. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

**AGENDA**

Lee Kelly, County Administrator, petitioned the following under Items For Consideration: “Tactical Training Center Furniture Quote.”

Potter moved to approve the Agenda as amended. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

**CONSENT AGENDA**

Vetsch moved to approve the Consent Agenda. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

**I. AUDITOR/TREASURER**

A. Acknowledge Warrants Issued Between May 13, 2020 And May 19, 2020

**TIMED AGENDA ITEMS**

**ALICIA O’HARE, WATER RESOURCE SPECIALIST-SOIL & WATER CONSERVATION DISTRICT**

North Fork Crow River Watershed Memorandum Of Cooperative Agreement

O’Hare requested approval of a revised Memorandum of Cooperative Agreement for the North Fork Crow River Watershed Planning Partnership. The agreement is between the fourteen partners implementing the North Fork Crow River One Watershed One Plan. It was drafted by the Policy Committee governing the implementation of the North Fork Crow One Watershed One Plan.

There are a few key differences between this agreement and the previous agreement. First is the removal of the Crow River Organization of Water which dissolved last year. Second the duties of the plan coordinator are specifically laid out. At this time a plan coordinator is not selected but it is anticipated that Wright SWCD will contract out for the purpose. O’Hare stated the SWCD will be the fiscal agent.

The final difference is that each year every entity of the partnership will contribute financially to help support the plan coordinator. Contributions are tiered based on land area. Wright County is asked to contribute an 11% share or $2,750.00 annually. Wright SWCD is asked to contribute an additional 11% or $2,750.00. By signing off on the agreement, Wright County is eligible for the Watershed Based Funding for the implementation of the plan. For the current biennium the grant is more than $1.2 million.

Kryzer said it is the intent of the SWCD Board to be the fiscal agent. Before they formally take that on, he would like to see the response by the other member counties on contributing funds. It might change his opinion as to whether the SWCD takes on fiscal responsibility. Borrell said the funding contribution is to be used for initial startup. The grant dollars should reimburse for the work that has been completed. He wanted the record to reflect that he supports this funding contribution for up to four years.

Daleiden moved to adopt Resolution #20-36 approving the amended North Fork Crow River Watershed Implementation Partnership Memorandum of Cooperative Agreement titled North Fork Crow River Watershed Collaborative Agreement. The motion was seconded by Borrell and carried 5-0 on a roll call vote.
ITEMS FOR CONSIDERATION

SCHEDULE COMMITTEE OF THE WHOLE MEETING FOR BAKER TILLY FINAL PRESENTATION

Kelly explained the purpose of the meeting will be to receive the final report from Baker Tilly on the study completed on the Sheriff’s Office.

Vetsch moved to schedule a COTW Meeting for 6-11-20 at 1:00 PM. The motion was seconded by Potter and carried 5-0 on a roll call vote.

SCHEDULE COMMITTEE OF THE WHOLE MEETING FOR PUBLIC HEALTH NOTIFICATIONS AND INFORMATION

Borrell suggested scheduling a COTW Meeting to discuss providing relevant COVID-19 information to the public. He previously discussed this with Sarah Grosshuesch, Public Health Director. The County receives direction from the State on what information can be provided to the public. Grosshuesch stated today that counties are not releasing more than county-level data. A request has been sent to the State to release more granular data with no response. Grosshuesch said at the COTW Meeting, she would also like to discuss response, opportunities, and areas for improvement.

Potter moved to schedule a COTW Meeting on 6-02-20 at 10:30 AM to discuss Public Health notifications and information. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.

WRIGHT COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP LOAN PROGRAM

Approval Of Wright County Economic Development Partnership COVID-19 Business Assistance Loan Policy & Loan Program Application

Kelly said the Economic Development Partnership (EDP) has been working on the loan program to assist businesses during COVID-19. The EDP will have a committee to vet the applications. The County Attorney’s Office will review the documents and the Auditor/Treasurer’s Office will assist with the financial piece.

Potter moved to approve the Wright County Economic Development Partnership COVID-19 Business Assistance Loan Policy & Loan Program Application. The motion was seconded by Vetsch and carried 5-0 on a roll call vote.

TACTICAL TRAINING CENTER FURNITURE QUOTE

Daleiden said the Tactical Training Center (TTC) furniture has been budgeted and discussed. If more information is requested by the Commissioners, a COTW Meeting could be scheduled. Vetsch replied that the TTC furniture was not budgeted. He said there was discussion that with enough savings in the project, purchase of furniture could be considered. Husom said the discussion included using furniture for the TTC from other areas. Captain Todd Hoffman, Sheriff’s Office, recalled those conversations. He indicated the request is for a conference table and training tables. There will be three offices at the TTC. Vetsch said the figure given for the tables was $30,000 and does not include the office furniture.

Wilczek said there is $90,000 in the budget line item for furniture. He received the proposal today for approximately $64,000 (the conference room, two training rooms, and breakroom chairs/tables-$42,000, and the offices and the workstation-$22,000). There may be other items to purchase from this line item (shelving and miscellaneous items), but it is well below budget.

Wilczek said the purpose of the email was to provide information to the Commissioners on what was transpiring. Before there is a large expenditure on a budgeted item, he provides the Board with that information prior to purchase. He asked for guidance on how the Board wants to proceed.

Vetsch understands there is not furniture available to take to the TTC, so he would be okay with the $42,000 expenditure. He said there is furniture at the Government Center site that can be used for the three offices. Potter said it is not a cubicle type setup in those offices and thought it might involve more work to figure that out.

Potter moved to approve the purchase of the furniture for the TTC. The motion was seconded by Daleiden.

Wilczek explained that in construction contingency, there is a large credit because of duplications in scope. That amount has been offset by owner requested items such as parking, additional dirt work, and a drive lane to the field on the south end. On the technology side, the fiber proposal was several hundred thousand less than budgeted. The training rooms and Emergency Operations Center came in more than anticipated. Wilczek said there are available funds in the technology line item, as well as the $30,000 that
they are under on the project budget. Overall, the project is under budget. Hoffman said once the final numbers are received from BKV and RJM, they will apply for reimbursement through the EOC grant for anything EOC related.

Vetsch said the actual cost is a bit more than the bonded amount and questioned whether they have accounted for any shortfalls beyond the bonded amount. He recalled that if the project were over the bonded amount, furniture was one of the areas they would forego for a period of time to make the project whole. Vetsch understands the project is coming in on budget, but the budget is totally separate from what was bonded. He asked for cash on hand versus the cost of the project to determine how much play there is. FF&E was an area they may have to tweak. Vetsch noted that the Jury Assembly tables are not being used at this time and could be utilized.

Daleiden question when the TTC is scheduled to open and will there be much use this summer due to COVID-19. Wilczek responded that the project will be substantially complete in two weeks. Inspections will occur the following week, with technology install around June 15th. He anticipated the site would be live and active July 1st, with the exception of fiber. There has been delay with connection to the City of Buffalo’s service. The County’s portion will be finished at that time, but the City’s portion of the fiber will not be. They are looking into alternative options for DSL connection just to get the site active from a card access and security standpoint.

Captain Hoffman said they will be utilizing the TTC for training purposes. The training room is multiuse to include the EOC (Emergency Operations Center). He thought they could find a way to furnish the facility at a cost of $40,000, whether through the EOC grant or another source. He supports finishing the building correctly instead of using mismatched or broken equipment, especially given the amount spent on the facility. He suggested finishing it off right or waiting until it can be done that way.

Daleiden said the motion could be amended to include the purchase as long as funding is available. This would mean that the County has not gone over bonding, including EOC grant reimbursements. Vetsch said the EOC reimbursement rate was somewhere between $125,000-$250,000. He said the Auditor/Treasurer would have to look at the bonded amount versus total expenses. Vetsch understood they were substantially short (-$300,000) beyond the bond revenues and the EOC reimbursement. Wilczek said deferring discussion for one week will not impact lead times for furniture purchases.

Potter withdrew his motion to approve the purchase of furniture for the TTC.

Daleiden moved to refer the Tactical Training Center Furniture Quote to the already scheduled 6-02-20 COTW Meeting. This topic will be addressed around 11:15 AM. The motion was seconded by Vetsch.

Vetsch said he questioned the expenditure as Commissioners move into budget sessions, especially with the economic climate. He wants to make sure they are not setting themselves up for unseen budgetary impacts. Anything that is not included in the bonded amount they will have to identify the source of funding. Borrell stated this is not a public facing building and will be used by employees and the FBI. He thought mismatched furniture could be used. The motion carried 5-0 on a roll call vote.

**CORONAVIRUS (COVID-19) - FUTURE STATE OF COUNTY OPERATIONS**

Kelly said the main page of the County website has been updated with a link for the public to set up appointments with departments, not to include the Department of Motor Vehicles (DMV) which is anticipated to be opened the first week of June. This is dependent upon when the drive-up window is finished. Kelly said information about appointment setting will be made available through press releases and the radio. Kelly said the Face Covering Policy was adopted last week. Face coverings are available for employees in the Administration Office. Vetsch said constituents have contacted him regarding when the Buffalo driver’s license testing facility will be open. He contacted the DMV and was told there was not a timeline on when the Buffalo location will open.

Sarah Grosshuesch, Public Health Director, said discussion will take place at next week’s COTW Meeting on the operational strategies as they look at the long-term response. She said updates are expected on funding. One source of funding needs to be expended by the end of December. The second is a longer-term fund that gives 30 months for review of systems based on the COVID-19 situation. Normally when there is an emergency response, a much quicker time frame is involved and a review period allows discussion on areas of change. With COVID-19, the review period is ongoing as the response mode will continue for some time. Focus has been on hotspots, outbreaks, contract tracing and case investigation, and working with high risk populations like long-term care facilities. They currently have an agreement with MDH (Minnesota Department of Health) to do 10 contract cases per day and MDH handles the overflow. MDH is proposing a different structure to begin in early June, when Grosshuesch hopes to have details on what that structure will look like.

Husom said EMS (Emergency Medical Services) held a meeting to provide information on keeping teams safe and protected. Emergency respondents are reminded to use PPE (Personal Protective Equipment), not rush into situations, and focus on gathering as a team and responding together. She said it was conveyed that a peak is predicted in July and that all ICU (Intensive Care Unit) beds will be full toward the end of June. Grosshuesch said the metro area is already struggling with availability of ICU beds. The CDC (Centers for Disease Control) symptom list has been expanded and not all symptoms are necessarily experienced. Husom said the
presentation at EMS included information that reflected 80% of people have more mild symptoms and 2% have very severe symptoms.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES
1. Great River Regional Library Board. Potter attended a meeting last week via Zoom. It appears there will be a budgetary reduction on the signatory contribution. Libraries will reopen gradually. The public should contact the library directly to find out their schedule.

2. Trailblazer Meeting. Vetsch and Potter attended a meeting last week. Topics included public transit and the right to ride. A driver has been contracted to transport those who have COVID-19 symptoms who want to be tested. The State is funding that effort. Ridership is extraordinarily down. The State will cover the operating costs until January-February 2021. Potter is unsure whether it will then revert to the 80/20 split. He said Sibley and McLeod County will take care of the ridership share. He said they are willing to take care of it as Wright County didn’t have any local share for next year. It will be reevaluated next year in terms of the local share split. The building timeline has been pushed back to October for completion. Kelly had conversations with Trailblazer and the Attorney’s Office last week on the bidding process. Vetsch said the Trailblazer Board thanked Wright County for allowing them to store the new buses until they were back on the road.


4. Strategic Planning Development Meetings. Vetsch and Daleiden met with departments. A request that came forth is for the update of organizational charts.

5. Minnesota Council on Aging Webinar. Daleiden and Borrell attended a recent meeting by conference call. Information was provided on the process for funding that goes from the state level to organizations.

6. Wright County Community Action. Trailblazer has assisted with delivering meals to seniors. Community Action has expressed appreciation for that partnership. The Waverly Café is preparing the frozen meals for the senior meal program. Borrell recognized the efforts of Jay Weatherford, Executive Director of Wright County Community Action. Vetsch asked whether WCCA is going to apply for FEMA grants. Daleiden said the FEMA grants are very complicated. WCCA is receiving assistance from the offices of Representative Tom Emmer and Senator Tina Smith.

7. Administrator Updates:
   A. Kelly said Strategic Planning Sessions with departments continue this week. Committee Meetings will occur tomorrow.

The meeting adjourned at 10:04 AM.

County Board Minutes submitted by Susan Backes, Clerk to the County Board