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 6-02-20
Daleiden moved to approve the 6-02-20 Wright County Board Minutes. The motion was seconded by Vetsch and carried 5-0 on a roll call vote.

AGENDA
Daleiden petitioned the following onto the Agenda:
- Items For Consideration, “Schedule Meeting RE: Office Space Evaluation Due To COVID-19.”

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

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

A. ADMINISTRATION
   1. Approve And Authorize Signatures On A Memorandum Of Understanding (MOU) With The Wright County Deputies Association (WCDA) To More Clearly Define The Term "Standby" And "On-Call" In The 2020-2022 Collective Bargaining Agreement To Read:
      A. Article 11.9 Investigators And Deputies Assigned By The Employer To Be On Call Receive $50 Per Day For The Work Week And $75.00 Per Day On Saturday And Sunday.

B. ADMINISTRATION
   1. Schedule Committee Of The Whole Meeting For 6-17-20 @ 10:00 AM, Topic: Child Protection
   2. Schedule Committee Of The Whole Meeting For 6-19-20 @ 10:30 AM, Topic: EDA (Economic Development Authority)

C. ADMINISTRATION
   1. Approval On Justice Center Window Shades
   2. Approval Of Additional Services For The Justice Center East Parking Redesign & Motorpool Garage Placement

D. ADMINISTRATION
   1. Approve Budget Amendments/Fund Transfers For Park And Sheriff CIP Projects

E. AUDITOR/TREASURER
   2. Approve Transfer Of $71,614.50 From Fund 41-Ditch Fund To 01-General Fund. These Are Grant Dollars That Will Be Used To Purchase Equipment For The Agricultural/Ditch Department.
      41-610-000-0000-6910 Transfer Out $71,614.50
      01-522-000-0000-5910 Transfer In $71,614.50
   3. Approve Renewal Of 2020 Tobacco License For Fox Hollow Golf Club (City Of St. Michael).
   4. Approve Renewal Of Annual On-Sale (Including Sunday) & Off-Sale Liquor License For Two Friends Of Annandale, Inc. DBA Hitching Post At Lake Center (Corinna Township) For The License Period July 1, 2020 Through June 30, 2021 Contingent Upon Town Board Approval.

F. HEALTH & HUMAN SERVICES
   1. Approve To Hire Two 67-Day Temp Social Worker Positions To Cover For Two Family Leaves

G. INFORMATION TECHNOLOGY
   1. Refer To 06-24-20 Technology Committee:
      A. Project Updates
         1. O365
         2. ERP Implementation
         3. Iseries
         4. HWY – Fleet Maintenance Solution
         5. OnBase 18 Upgrade
         6. Tactical Training Facility
7. Justice Center
8. Online Scheduling
B. New Project Requests
C. CIP Technology
D. IT HelpDesk

The Board Meeting recessed at 9:10 A.M. due to technical difficulties. The meeting reconvened at 9:17 A.M.

TIMED AGENDA ITEMS

BILL STEPHENS, ENVIRONMENTAL HEALTH OFFICER, PLANNING & ZONING

Adopt Resolution To Approve A Clean Water Partnership Loan Application For Funding To Provide Low Interest Loans To Wright County Residents To Upgrade Non-Compliant SSTS (Subsurface Sewage Treatment Systems).

Wright County has a policy and program to protect the County's water resources by locating and upgrading all non-compliant subsurface sewage treatment systems ("SSTS") within the County. Wright County previously participated in a low interest loan program with the CROW (Crow River Organization of Water) to provide low interest loans for property owners to upgrade a non-compliant SSTS. Stephens stated the program ended as a result of the CROW being dissolved, and the County will need to apply for the loan.

Daleiden moved to adopt Resolution #20-38 approving the application for the Clean Water Partnership Loan to provide low interest loans to Wright County residents to upgrade non-compliant SSTS. The motion was seconded by Borrell and carried 5-0 on a roll call vote.

MARC MATTICE, PARKS & RECREATION DIRECTOR

Adopt Resolution Related To A Grant Application Through The Greater Minnesota Regional Parks And Trails Commission For Connecting People To The Outdoors - Equipment Purchases And Program Offerings

Mattice stated the grant will not require a match by the County. If grant funding is received, it will be used to purchase program and rental equipment for outdoor recreation and programming starting next summer. Items included in the grant application are cross country skis, snowshoes, kayaks, stand up paddle boards, camping gear, and GPS units.

Potter moved to adopt Resolution #20-39 approving a grant application to the Greater Minnesota Regional Parks & Trails Commission for $67,000.00 for purchase of outdoor recreation equipment to be utilized for rentals at Bertram Chain of Lakes Regional Park and programs throughout the Wright County Parks & Recreation system. The motion was second by Daleiden and carried 5-0 on a roll call vote.

BOB HIIVALA, AUDITOR/TREASURER

Approve May Revenue/Expenditure Budget And CIP Report

Hiivala outlined increases in line items. Overtime is up due to ERP (Enterprise Resource Planning). The Recorders Office fees line item is above average, as services they provide have not slowed down. Hiivala referenced today’s Consent Agenda which included approval of transfers from the General Fund to the Parks Fund. Next year when the CIP (Capital Improvement Plan) is approved, it will fund that transfer.

Daleiden moved to approve the May Revenue/Expenditure Budget and CIP Report. The motion was seconded by Vetsch. Vetsch noted that a variety of departments have revenues that are either consistent or increased compared to prior years. Hiivala stated that this is indicative that the County is still open for business. It is just a new way of doing business. Daleiden extended appreciation to the Information Technology Department for providing solutions to allow for business to continue during the pandemic. The motion carried 5-0 on a roll call vote.

Approve 2020 Tobacco License For Kwik Trip, Inc. DBA Kwik Trip #1020 (City Of Albertville) For The License Period July 16, 2020 Through December 31, 2020

Hiivala stated approval is for a new license. Potter moved to approve the 2020 Tobacco License For Kwik Trip, Inc. DBA Kwik Trip #1020 (City Of Albertville) For The License Period July 16, 2020 Through December 31, 2020. The motion was seconded by Daleiden and carried 5-0 on a roll call vote.
Schedule A Ditch Committee To Discuss The Redetermination Of Benefits On County Ditch #19 And County Ditch #16 and Schedule A Ditch Committee To Discuss Procedures On Future Public Hearings On County Ditches.

Marc Mattice, Parks Administrator, said the intent is to schedule the Ditch Committee meetings with Borrell and Daleiden. The suggested date is 6-23-20 at 11:00 AM. Vetsch questioned whether the discussion will include valuation of wetland property and how that correlates to H20viewers. Borrell said it would. Also, they have identified an issue relating to landowners on the lake asking for a redetermination of benefits. The formula to repair the ditch needs to be reviewed because of the large disparity on what is paid by lakeshore owners and farmers. It needs to be reviewed on an equity basis. Greg Kryzer, Assistant County Attorney, said the intent is to meet as a Ditch Committee and bring the recommendations to the County Board.

Vetsch moved to schedule a Ditch Committee Meeting on 6-23-20 at 11:00 A.M. Commissioners Borrell and Daleiden will attend. The motion was seconded by Potter and carried 5-0 on a roll call vote.

CAPTAIN TODD HOFFMAN, SHERIFF’S OFFICE

Request To Schedule 911 Committee Agenda Meeting, Agenda Item: Back-Up Dispatch Center Update, Presentation By True North Consulting Group

Capt. Hoffman explained that True North Consulting Group is ready for a presentation on the Back-Up Dispatch Center Update. The 911 Committee was viewed as the appropriate forum, unless the County Board wanted to meet as a Committee Of The Whole. 911 funds will cover all but about $100,000. Husom favors a Committee Of The Whole Meeting. Potter concurred since this will have budget implications.

Potter moved to schedule a Committee Of The Whole Meeting on 7-22-20 at 10:00 A.M. for the Back-Up Dispatch Center Update, Presentation By True North Consulting Group. The motion was seconded by Vetsch and carried 5-0 on a roll call vote.

ITEMS FOR CONSIDERATION

6-02-20 COMMITTEE OF THE WHOLE (COTW) MINUTES

At today’s County Board Meeting, Potter moved to approve the minutes and recommendations. The motion was seconded by Vetsch and carried 5-0 on a roll call vote. The minutes of that meeting follow:

I. Public Health Notifications And Information

Sarah Grosshuesch, Public Health Director, referenced data found on the following websites:

- https://wcmn.maps.arcgis.com/apps/opsdashboard/index.html#/57d3deb60cde451da2531fcf3185e47
- https://experience.arcgis.com/experience/a654394207ac44239af0792303664db3/
- https://co.stearns.mn.us/Law-Public-Safety/Emergency-Services/Coronavirus

Grosshuesch said that last week the County Board asked her to research data sharing practices. Grosshuesch and Brian Asleson, Chief Deputy County Attorney, communicated with Dakota County regarding legal findings related to data sharing practices. The Dakota County Attorney told them that the Minnesota Department of Health (MDH) Commissioner must approve any data release that is below the County level. Dakota County received permission to release information on the City of West St. Paul regarding some concerns related to a long-term care facility. Since, then, the Metro Area also received approval to share data. Grosshuesch provided examples of data sharing already approved by MDH for Dakota, Washington, and Stearns Counties. Carver County will post their data by the end of the week. Ramsey County has also shared data. All the data is at the city level. Every County presents their data differently. Grosshuesch suggested reviewing the examples and choosing the best format for Wright County. She would like to discuss the pros and cons of sharing this type of data, with the realization that it would take time to build these types of platforms.

Grosshuesch started with the current report as posted on the County website at http://www.co.wright.mn.us/DocumentCenter/View/19205/County--Report-52820?bidId=.

The report provides County data, including total confirmed cases, cases needing hospitalization, total lab-confirmed deaths (increased to 2 as of yesterday), the number of congregate care facilities in the County with a COVID-19 outbreak, the number of cases per age group, their likely exposure setting, the mean, median, minimum and maximum case ages, and the genders of confirmed cases in the County. The report is issued weekly. MDH approval will be requested once the County Board decides what other information they would like Public Health to release.
6-02-20 COTW Minutes (cont.):
The Washington County Report shows the number of cumulative cases in Intensive Care Units (ICU), as well as information on race and ethnicity of cases. Grosshuesch said there has been discussion about whether Wright County should include similar data. In an effort to protect the privacy of affected individuals, Washington County only reports on cities that have ten cases of COVID-19 or more.

Grosshuesch said in general, transmission occurs within families, which brings down the median age. It is very hard to isolate if one has young children in the home. Often children get infected. It is important for children to be tested to know whether they should isolate as well. Washington County reports city data in a list. Their data is all built into an ARC GIS system. The Wright County Report does not yet have that capability, but is published in a PDF format.

Grosshuesch referred to the Dakota and Stearns County reports. Dakota has bar charts for community cases and a community map. Dakota also lists cities with ten or more COVID-19 cases. While Burnsville shows the highest number of cases, West St. Paul, a smaller city, shows a higher density of COVID-19 cases. Husom said it was helpful to see the number of cases per 1,000 people. Grosshuesch said Wright County could show that as well.

Stearns County utilizes a GIS map. The darker colors on the “heat map” show more cases of COVID-19. The data is sorted by zip code. Wright County Public Health would have to arrive at boundaries to use this type of display. Stearns County has approval to show cities with less than five cases. They do not indicate that any city has zero cases. Charles Borrell, County Commissioner, liked that Stearns County shows confirmed new cases per day because it presents an effective visual.

Grosshuesch said different types of displays have their own issues. Some cities have more than one zip code. Some zip codes are shared with neighboring counties. Wright County has a very mobile population. The County continues to deal with testing gaps in the Highway 12 corridor. Borrell said it appears the County Board wants to see more than just County-level data. He would like to see more city data, as well as areas around cities. He likes the zip code approach. Grosshuesch said the various methods are equally doable. Mark Daleiden, County Commissioner, suggested a bar chart via an Excel spreadsheet. Borrell said he would rather see a zip code with a number than a map. It is possible to put the cursor over the bar and it will show the number in that zip code. Darek Vetsch, County Commissioner, also liked sorting the data by zip code, as well as by age range and living situation.

Vetsch did not feel ethnicity data was necessary. Husom felt data regarding likely exposure provided value. Grosshuesch said in her experience, when certain types of data are left out, it can be perceived as a lack of transparency. There is some data that is being gathered regarding cases by ethnicity that will require guidance from Commissioners. She will share the information with Commissioners once it has been compiled and approved by MDH. Grosshuesch said she will have the latest data by this afternoon.

The consensus was that weekly updates were sufficient. Grosshuesch cautioned everyone that just because a community may show a low number of cases doesn’t mean there is no risk from gatherings. She said her goal is to provide Commissioners with a report by Thursday, 6-04-20. If a bar graph is requested, Grosshuesch said they will likely have to list cities with only ten cases of COVID-19 or more, as that is the approval MDH gave to other counties. Grosshuesch says people are asked where they work, whether they worked while they were infectious, and the name of their employer. Grosshuesch said she would have to get approval from MDH to ask if whether the person works inside or outside of Wright County. Public Health follows an MDH script.

Borrell said he wants to see daily cases and a curve that shows whether the number is declining or spiking. Grosshuesch said she will add it to the report. Grosshuesch would have to receive permission from MDH to post information in the event there was a spike in cases in a particular city or township. She would like a future Committee Of The Whole to review the Three-Month After-Action Report, data sharing permissions, and potential grant objectives, hot spots and clusters, long term care objectives, working with worksites, vaccines, access to testing, and contact tracing.

Recommendation: Grosshuesch will supply an updated Surveillance Report to the Commissioners by Thursday, 6-04-20.

II. Tactical Training Center (TTC) Furniture Quote
Lee Kelly, County Administrator, referenced information provided by Alan Wilczek, Facilities Services Director (see attached) regarding furniture quotes for the Tactical Training Center. Vetsch said decisions still need to be made regarding the $288,000 shortfall that is underfunded. Prior discussions about closing that gap were not finalized. The funding gap will grow to about $350,000 if the furniture is added. He wanted to make sure everyone was aware of the need to determine funding for this gap.

Vetsch said the bonding amount was $6.9 million, and the total project cost came in at $7.2 million, which leaves a shortfall of $288,000. Wilczek clarified that the FBI funding was $2.2 million, the bond was $5,946,120, and the investment revenue adds up to $8,315,692. An additional $550,000 was set aside in the Capital Improvement Plan (CIP), bringing the total amount of funding for the TTC to $8,865,692. The total project cost currently stands at $9,154,186, which creates a shortfall of $288,494.
6-02-20 COTW Minutes (cont.):

Wilczek said when the bids were approved last fall, it was known that funding for the project was a bit under budget, so the project has been operating within the budget. They are currently under budget by about $192,000, which is still over the bonded amount, but is almost a couple hundred thousand dollars under the approved budgeted amount. The full shortfall was not made up, but the project is still under the approved contracts and budget.

Vetsch said there is still a $288,000 funding gap without furniture. The County Board has to determine where that money will come from as well as for the furniture. Kelly said when this was discussed last August, the number initially adopted was a little over $9.3 million, so the amount has come down. Vetsch said with the furniture cost, the funding gap increases to about $350,000. Wilczek said Emergency Operations Center (EOC) reimbursement is already factored in. As a reminder, the final estimate for the project from RJM Construction before receiving bids came in at $10,098,625. The bids came in under budget approved at $9,346,295. Now the TTC building cost is projected to finish at $9,154,186.

Discussion ensued regarding whether it was possible to reallocate investment revenue from other bonds to this project. Kelly said this refers to shifting the debt service. Michael Potter, County Commissioner, said bond proceeds are restricted. He felt quality furniture was important for this facility, especially for the FBI.

Wilczek said the cost for furniture is $42,340.98 for the EOC and conference room. Daleiden asked how the Justice Center and new Government Center budgets were faring. Wilczek said the Justice Center project budget is a bit thrown off with the parking lot changes. Currently the project is about $600,000 over on the contingency piece, but as a total project, the budget is currently at $46,961,000. The bond was for $47,500,000. With proceeds on that and investments, that budget will be close to right on and will finish the bond close to the final number. Any potential shortfall will be cost-shared over to the Government Center project. Wilczek said he felt this was justifiable because most of those expenses were related to the parking lot changes as a result of the Government Center project.

Regarding the Government Center project, Wilczek said with the exception of the third-floor expansion for Information Technology (IT) and future buildout, the contract amount was $51.8 million. The County bonded for approximately $54 million. That includes the parking structure alternate that was already selected. Not included are some of the parking lot changes necessary to put that structure in. A budget for that has not yet been finalized. He estimates it will cost another several hundred thousand dollars. Wilczek said he will refer this discussion to the 6-09-20 County Board Workshop. In a nutshell, Wilczek said the Government Center project cost is sitting at about $52 million. The bond was at $54 million, so there is about a $2 million difference. This is a different bond than the TTC, so he was not sure about being able to allocate some of the $2 million to the TTC project. Vetsch said all the money will be turned into debt service.

Captain Todd Hoffman, Sheriff’s Office, said they have been working closely with Wilczek on the expenses for the TTC. Wilczek provided them with the standard that the County uses for offices and work areas. The Sheriff’s Office reduced that by taking out upper cabinets, the wardrobe cabinets, tables with integrated power supplies, 18’’ versus 24’’ tables, and lowered the expense of the chairs. Hoffman said they are cognizant of the County’s cost with this project and they are doing their best to be fiscally prudent. The amount for furniture has been carefully utilized and is the right way to finish the TTC. He said the Sheriff’s Office will work with the County, but they really hope this final amount will be approved.

Husom said the furniture is one issue. The major issue is the $288,000 funding shortfall. Vetsch said if the County approves the furniture, the funding gap grows to $350,000. He understands that the $42,340.98 expense is necessary. The remaining approximately $22,000 of the proposed $64,328.91 is for the three offices and the reception area and requires more discussion. Hoffman said the FBI will have a full-time training officer at the TTC for three quarters of the year. There is a lot of equipment in the building. There is a huge technology piece in that facility that requires ongoing work. He projects that there will be a Wright County staff person there at least three quarters of the time. Two of the three offices will be staffed. The middle office may be an opportunity to save $5,000 to $7,000 on furnishings.

Discussion continued regarding buydown of the debt service, whether debt service funds may be utilized, how that would affect the tax rate and levy, the current investment climate and resulting lowered income, and project cost forecasts.

Vetsch said when the TTC costs were initially forecast, there was no expectation that the project would cost this much over the bonded amount. He asked Hiivala for a breakdown of investment income for the 6-09-20 Workshop. Hiivala confirmed that the investment income from the new Government Center project has not been allocated yet, nor have the bond proceeds from the TTC project. Husom clarified that Hiivala is projecting that the Government Center project will come under the projected cost by $2 million. Vetsch said there is an additional $1 million in investment income from the Government Center project, as well as an undetermined amount from the Compensation and Classification study fund. He added that if Hiivala is comfortable at this time that there is $3 million in funds that are not allocated, he would be willing to go forward with the EOC, conference room and office space furniture (leaving the third office empty). Hoffman said that is acceptable to the Sheriff’s Office.
6-02-20 COTW Minutes (cont.):
The consensus was to move forward with the furniture expense minus the cost of one office.

Recommendation: Authorize the Sheriff’s Office to move forward with the purchase of furniture for the Tactical Training Center in an amount not to exceed $60,000.

The meeting adjourned at 11:45.

6-02-20 COTW Minutes submitted by Deb Schreiner, Administrative Specialist
(End of 6-02-20 COTW Minutes)

6-09-20 COUNTY BOARD WORKSHOP MINUTES
At today’s County Board Meeting, Daleiden clarified that the parking structure is for auto storage and is not a garage. Vetsch referenced the Workshop minutes, page 3, Preliminary Budget Discussions, which reflects:

“Hiivala distributed a document titled, “Budget Forecasting Workshop.”. He said this is a proposed budget based on assumptions built into the model. Vetsch said he is estimating a tax capacity growth of 4.8 percent. Hiivala said he understands that the Board wants to be very conservative this year with a 2 to 4 percent levy increase.”

Vetsch clarified discussion included a 2 to 4 percent capacity growth projection, not necessarily a 2 to 4 percent levy increase. They want to see how a capacity of 2-4 percent would impact the levy and tax rate.

Vetsch moved to approve the 6-09-20 County Board Workshop Minutes. The motion was seconded by Potter and carried 5-0 on a roll call vote. The minutes of that meeting follow:

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

Christine Husom, County Board Chair, petitioned an item onto the Agenda: Discussion of Proposed Resolution For Nondiscrimination. Charles Borrell, County Commissioner, objected to petitioning the item on at this meeting as he has not seen the proposed Resolution. Vetsch asked to leave this item open, and if Borrell was agreeable, it could be discussed later in the meeting.

Another item was petitioned onto the Agenda: Memorandum Of Understanding (MOU) regarding Standby and On Call Pay for Deputies. This item will be number III. Construction Project Update was moved to Item II. Preliminary Budget Discussions was moved to Item IV, Discussion on Resolution of Nondiscrimination was moved to Item V, and COVID-19 (Coronavirus) was moved to Item VI.

I. Schedule Meetings As Needed
A Committee Of The Whole meeting to discuss the Economic Development Authority on 6-19-20 at 10:30 A.M. was referred to the 6-16-20 County Board meeting. If Bruce Kimmel, Senior Municipal Advisor, Ehlers, is not available at that time, the meeting may be rescheduled at the 6-16-20 County Board meeting.

A Committee Of The Whole meeting regarding Child Protection on 6-17-20 at 10:00 A.M. was referred to the 6-16-20 County Board meeting.

Recommendations:
Schedule the following Committees Of The Whole:
1) 6-19-20 at 10:30 A.M. to discuss the Economic Development Authority
2) 6-17-20 at 10:00 A.M. to discuss Child Protection

II. Construction Project Update
Alan Wilczek, Facilities Services Director, was available to answer questions about current County building projects.

A. Tactical Training Center (TTC)

Wilczek said the recommendation was for the furniture package less the cost of the middle office, for about $59,600. The TTC is mostly complete with the exception of electrical work. They are working extended days to bring power to all equipment. The electrician is committed to be ready by 6-15-20. The final plumbing inspection passed, and site work and irrigation are done. All carpets are in, the paint is touched up, and interior components are in place. The last items
6-09-20 County Board Workshop Minutes (cont.):

include the AV system, the Emergency Operations Center (EOC) system, and the conference room system, which will be
done by the end of next week. The furniture remains after that, as well as the architectural and mechanical punch lists.

Discussion ensued regarding whether to have a public open house. Captain Todd Hoffman, Sheriff’s Office, said an open
house is not a good idea given today’s climate. Discussion continued regarding whether and when to hold an open
house. Darek Vetsch, County Commissioner, said perhaps this fall. Mark Daleiden, County Commissioner, said next
year, due to the COVID-19 pandemic. Wilczek suggested a small tour for Commissioners, the FBI, and some staff in
July. Potter suggested posting photos and a narrative on the County website with open house information in the future, if
one is held.

B. Justice Center

Wilczek said the Justice Center will be completed next. The third floor will be substantially completed by the third week
of June. There were some delays related to lumber supplies, but had minimal impact on the overall schedule. The muri
wall is now in place. He will be reviewing suggestions regarding the content before sending them to the Commissioners.
The building should be ready for the first occupants about August 30th.

Wilczek distributed a copy of the current Justice Center Owners budget (see attached). Work is being done on laying
electrical and fiber conduit for the parking lot lighting. More site work will commence after that. The entry will be paved
about midsummer, along with the Law Enforcement Center entrance.

Overall, Wilczek said the Justice Center budget is in good shape. Although the Contingency line item shows a negative
balance of $600,000, the General Conditions line item will likely have more than $1 million remaining unspent.

Wilczek said an additional services agreement with BKV Group will be placed on the 6-16-20 County Board Agenda as
a Consent Agenda item in the amount of $67,850 ($22,400 for the new Government Center, and $45,450 for the East
Parking structure). He recommended moving forward, and feels confident that paving will be in place for the Justice
Center staff parking by fall.

Discussion continued related to concept plans for relocation of the east parking structure. Wilczek said the structure has
grown to 48 stalls, but reductions in finishes render these potential changes cost neutral. Bruce Schwartzman, BKV
Group, said it will take two to three weeks to work through the placement of parking and how it impacts the site,
drainage, and utilities.

C. Government Center

Wilczek said the building should be completely enclosed prior to winter, which should reduce the costs of temporary
heating, utilities, miscellaneous barricading, trailers, and so forth. He added that the project budget is in good
condition. Discussion continued regarding the potential location of the east parking structure.

Wilczek said the first-floor offices and conference rooms are framed. The lower level has not yet had concrete poured.
He is in discussions with Public Health regarding the dental clinic. The second floor has concrete but no framing. The
third floor has concrete over ¾ of the area. All in-floor tubing for the in-floor heat is installed. They are working on
framing the interior walls. He estimates that the building will be complete by 9-1-2021. The contractors are off to a good
start. Weather has been good.

Discussion moved to the Dental Clinic and bonding. Hiivala cautioned against applying for grant funds for expenses
already incurred. The grant must be received before incurring expenses. A resolution to have the ability to recoup costs
using grant funds for the dental clinic will be brought to the 6-23-20 County Board meeting.

Wilczek said it is important to get the framing and infrastructure done for the new dental clinic entrance within the next
30 to 60 days. He asked for authorization to move forward. Vetsch requested the actual costs of building out the walls
and carpeting for the dental clinic.

Wilczek then moved to window shades for the east and south sides of the Justice Center. The cost for the shades is
$58,624 based on State contracts. The total cost with motorized remote capabilities is $89,906. No shades would be
installed on the west side of the building. This request will be placed on the 6-16-20 County Board Consent Agenda.

Recommendations:
1) Refer Additional Services Agreement with BKV Group to the 6-16-20 County Board Agenda as a Consent Agenda
item in the amount of $67,850 ($22,400 for the new Government Center, and $45,450 for the East Parking
structure).
6-09-20 County Board Workshop Minutes (cont.):

2) Refer a resolution to designate the ability to recoup costs using grant funds for the Dental Clinic at the new Government Center to the 6-23-20 County Board meeting.

3) Refer cost of window shades in the amount of $89,906 for the east and south windows of the Justice Center to the 6-16-20 County Board Consent Agenda.

The Workshop recessed at 10:58 and reconvened at 11:05 A.M.

III. Memorandum Of Understanding (MOU) regarding Standby and On-Call Pay for Deputies

This item was petitioned onto the Agenda by the Sheriff’s Office. Sheriff Sean Deringer said the MOU gives the Sheriff’s Office the ability to have 20 to 21 deputies available per day to respond to events within one hour (see attachment). The MOU has been reviewed by the Wright County Deputies Association legal team and the County Human Resources consultant. Deringer said the MOU goes into effect today. The purpose of the update is to more clearly define the terms “standby” and “on-call.”

Recommendation: Refer updated Memorandum Of Understanding with the Wright County Deputies Association that more clearly defines the terms “standby” and “on-call” to the 6/16/20 Wright County Board meeting Consent Agenda.

IV. Preliminary Budget Discussions

Hiivala distributed a document titled, “Budget Forecasting Workshop” (see attached). He said this is a proposed budget based on assumptions built into the model. Vetsch said he is estimating a tax capacity growth of 4.8 percent. Hiivala said he understands that the Board wants to be very conservative this year with a 2 to 4 percent levy increase.

Discussion continued regarding the budget forecast, the Capital Improvement Plan (CIP), and the debt service call schedule for bonds. Hiivala said each Department has been instructed to include a narrative with their budget request, as well as a rationale regarding how their budget will implement the County’s value streams. He said this budget forecast is a working document.

Recommendations: Informational only.

V. Discussion on Resolution of Nondiscrimination

Husom said the proposed resolution came from Safe School meetings and is intended to show that the County does not discriminate. She brought it forward because she received input from employees who favored making a statement similar to the one the Sheriff issued last week.

Vetsch was concerned that the resolution may make promises that the County may not be able to implement. Daleiden said some of the points are already stated on the County website. Husom said it was important to issue a statement. Sue Vergin, Assistant County Administrator, suggested that Husom and Administrator Lee Kelly could prepare a statement coming from the County.

Recommendation: County Board Chair Husom and County Administrator Lee Kelly will prepare a statement of nondiscrimination for release.

VI. COVID-19 (Corona Virus)

Vergin said implementation of the COVID-19 plan is going well.

Recommendations: Informational only.

The meeting adjourned at 12:15 PM.

6-09-20 County Board Workshop Minutes submitted by Deb Schreiner, Administrative Specialist

(End of 6-09-20 County Board Workshop Minutes)

CORONAVIRUS (COVID-19)

Lee Kelly, County Administrator, provided updates related to COVID-19. The DMV (Department of Motor Vehicles) will be transitioning to taking appointments every 15 minutes in the upcoming weeks. There are still drop boxes for tab renewals and other items. They are monitoring developments at the State legislature on the CAREs Act relating to reimbursement for COVID-19 actions. They continue to seek guidance on logistics and tracking. They do have a list of eligible and non-eligible expenses. Daleiden said the CARES Act involves federal funding and questioned if it is a matter of the Minnesota legislators figuring out distribution. Kelly said that is correct. There is $841 million available for the State, and Wright County is slated to receive $16.5 million for potential eligible expenses. The funds should be distributed by 6-30-20.
SCHEDULE MEETING RE: OFFICE SPACE EVALUATION DUE TO COVID-19

Daleiden said with the upcoming move of some departments to the Justice Center, he would to schedule a COTW Meeting to discuss remaining departments potentially utilizing the space due to COVID-19 and social distancing. He suggested a mid-July meeting to allow department heads and the Facilities Director an opportunity to review and evaluate needs. He cited the DMV as one example. Potter said the Facilities Director is busy focusing on the Tactical Training Center and Justice Center projects. He thought discussion should be moved to a future date. Vetsch suggested a meeting in July to discuss the methodology so it does not create more work for the Facilities Director. Another meeting could be held in September to discuss any associated cost. Daleiden said the Administrator could contact department heads to determine need. A meeting could be set in July for preliminary discussion. The consensus was that whatever is done, it would be at little or no cost.

Hiivala said he has been in contact with the Administrator about the Law Library space once vacated because of time parameters associated with absentee voting. He plans to utilize Room 120A (Community Room) for the seven days prior to election for in-person absentee voting.

The consensus of the Board was to refer this topic to the 7-14-20 County Board Workshop Meeting.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. 7W Transportation Committee. Potter said meetings have been postponed until August. The group is waiting on updates relating to bonding bills at the State Legislature. Wright County has three bonding bill requests.
2. County Board of Equalization Meetings. Potter attended a meeting last evening. With COVID-19, it has been hard for the Assessor’s Office to complete property visits. He said the Assessor’s Office attempts to be fair and reasonable.
3. I-94 Coalition. Potter will attend a meeting this week. The group has applied for a federal BUILD (Better Utilizing Investments to Leverage Development) Grant.
4. Bertram Chain of Lakes. Vetsch and Daleiden toured the construction site on 6-05-20. The camper cabins are shelled, and paving is being completed. The City of Monticello will pave their approach and entrance, but not the entire lot.
5. Ditch 33. Vetsch said a tour of Ditch 33 was held this week and attended by himself, Matt Detjen, Marc Mattice, and residents. They viewed collapsed tile and discussed repair/long-term solutions.
6. Central MN Emergency Medical Services (EMS). Husom said a representative of the MN Department of Health joined the meeting. There is grant funding available to be utilized for non-fatal overdoses. There was a spike seen in overdoses last month. In 2021, all ambulances in the region will be equipped with a new type of disinfecting equipment. Revenues related to seat belt violations are down because of COVID-19.
7. MEADA (Mentorship, Education and Drug Awareness). Husom said a federal grant was received, $125,000/year for five years, to hire a project coordinator for substance abuse. Sarah Grosshuesch, Public Health Director, said that Wright County is the sponsoring agency for the grant. When they discussed approval for the position, it included a combination of funding from the Minnesota Department of Health and the grant.
8. Labor Management Committee. Husom attended a meeting with the departments of Highway, Parks and Surveyor. Staff has been busy with road construction, crack repair, bridge work, and culvert cleaning.
9. Central MN Jobs & Training Services. Husom attended a meeting. The group discussed COVID-19 response and what is being done for the preparedness plans at different sites. Wright County’s unemployment rate in April was 8.3%.
10. AMC District V Meeting. Husom and Daleiden attended at meeting on 6-08-20. Updates were provided on COVID-19 and how different counties responded. Discussion included long-term solutions, safety measures, and budget impacts. Daleiden said other counties in the District are facing the same issues regarding COVID-19 and have implemented appointments and social distancing measures.
11. Safe Harbor Task Force. Husom attended a meeting where the focus has been on protocols.
12. Strategic Planning Sessions. Husom has been meeting with departments on strategic planning.
13. Wellness Committee. Daleiden said a meeting will be held today and will include discussion on the Wellness budget. The Wellness Committee has provided face coverings for employees. Kelly said those are available in the Administration Department.
14. SWCD (Soil & Water Conservation District) Board. Borrell said the SWCD met on 6-15-20. They are addressing COVID-19 by staggering work schedules and limiting the amount of people in the office. They continue to work on projects.
15. Emergency Services Board. Borrell said for budgeting purposes, the amount will remain flat for the next year.
16. Administrator Updates:
   A. Kelly stated Jolene Foss was recently hired as the Executive Director of the Economic Development Partnership (EDP). Foss will attend a future Board Meeting. The EDP is reviewing applications received for the COVID-19 loan program funding.

The meeting adjourned at 10:20 AM.

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