



BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

JULY 16, 2019

DATE APPROVED: JULY 23, 2019

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

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

COUNTY BOARD MINUTES 7-02-19

Husom made a change to the minutes:

- Page 6, move the heading "6-26-19 Technology Committee Minutes (cont.)" to the first line of that page.

Daleiden moved to approve the minutes as corrected. The motion was seconded by Potter and carried 5-0.

AGENDA

Husom moved to approve the Agenda. The motion was seconded by Borrell 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. Authorize Signatures to Renew Parking Agreement To Allow The DAV/St. Cloud VA To Park A Volunteer Transportation Network DAV Vehicle on County Property

B. ADMINISTRATION

1. Refer 2019 MCIT Report and Presentation to the August 13, 2019 County Board Workshop

C. ADMINISTRATION

1. Approve Charitable Gambling Application, Form LG220, Freedom Farm, Gambling Location: 11500 Ferman Ave SW, Waverly MN 55390 (Woodland Twp.), Event Date 10-12-19

D. ADMINISTRATION

1. Approval of Section 712, Cellular Telephone Use, in the Wright County Personnel Handbook

E. ADMINISTRATION

1. Authorize Signatures on the Tactical Training Center Construction Manager (CMA) Contract with RJM Construction

F. ATTORNEY

1. Authorize litigation to abate zoning violations, PID: 206-000-244401, 8121 Gowan Avenue NW, Corrina Township

G. AUDITOR/TREASURER

1. Acknowledge Warrants Issued Between June 26, 2019 And July 9, 2019
2. Informational: State Demographer's 2019 Annual Population Estimate

H. COUNTY BOARD

1. Authorize Attendance, I94 Coalition, BUILD Grant Proposal, Washington D.C., 7-24-19, Commissioner Mike Potter

I. COUNTY BOARD

1. Refer The Following Items To The 8-13-19 County Board Workshop Meeting:
 - A. Economic Development Partnership Revolving Loan Fund
 - B. Criteria For Intergovernmental Loans

J. HEALTH & HUMAN SERVICES

1. Position Replacements
 - A. Social Worker
 - B. Social Worker
 - C. Office Technician I

K. PLANNING & ZONING

1. Accept The Findings And Recommendation Of The Planning Commission For The Following Rezoning:
 - A. JAMES FEEHAN - (Monticello Twp.) - Planning Commission Unanimously Recommend Approval Of The Rezoning Of 40 Acres From AG General Agricultural to A/R Agricultural-Residential

TIMED AGENDA ITEMS**BOB HIIVALA, AUDITOR/TREASURER**Approve June Revenue/Expenditure Budget Report

Hiivala stated revenues/expenditures for OpenGov are on track for the year. The \$85,000 State reimbursement for the License Bureau was received. Highway construction expenditures are running behind but those are cyclical.

Daleiden moved to approve the June Revenue/Expenditure Budget Report. The motion was seconded by Husom and carried 5-0.

MARC MATTICE, PARKS ADMINISTRATORAdopt Resolution Related to a Grant Application Request for \$400,000 Through the Greater Minnesota Regional Parks and Trails Commission For Phase 1 Of The Crow River Regional Trail for 2021

As part of the Capital Improvement Program Budget, the local funding contribution for Phase I of the Crow River Regional Trail is included for 2021. The grant application is for \$400,000 and the local match is \$150,000. If awarded the project has a 24-month timeline for completion.

Borrell moved to adopt Resolution #19-80. The motion was seconded by Potter and carried 5-0 on a roll call vote.

ITEMS FOR CONSIDERATION**7-10-19 PERSONNEL / EMPLOYEE RELATIONS COMMITTEE MINUTES**

At today's County Board Meeting, Daleiden moved to approve the minutes and recommendations. The motion was seconded by Husom. Borrell voiced concern with the growth of some departments and suggested the potential of contracting for work. This may come at a cost, but he viewed it as a potentially favorable move during busy times. Daleiden responded that the Committee recommendation involves a position reclassification which will be submitted during the 2020 budget process. The motion to approve the minutes and recommendations carried 5-0. The minutes follow:

I. SURVEYOR DEPARTMENT STAFFING

Steve Jobe, County Surveyor distributed to the committee members a map of Minnesota displaying the number of county surveyors and their employment status (full-time, part-time, or no surveyor identified) by each county. He also provided the committee members with surveyor staffing information such as job titles, annual salary, and the population of the comparable counties.

Jobe also identified the current counties that have a deputy surveyor position. Jobe is requesting that one of his current Sr. Surveyor Technician positions be reclassified to a Deputy Surveyor position. He explained that by having a Deputy Surveyor on staff this person will continue to perform similar work duties as the Sr. Surveyor Technician but would serve as the County's back-up surveyor in case of his absence. Currently another county surveyor is required to sign off on any land surveying documents if the County Surveyor is absent. Jobe commented that he wishes to be comparable staffing wise to the surrounding counties. Jobe explained the department currently has (2) two Sr. Survey Technician positions. One of the Sr. Survey Technician's recently obtained his Land Surveyor license through the State of Minnesota and the other position is currently vacant. He is requesting that one of the Sr. Survey Technician positions be reclassified to a Deputy Surveyor position.

Commissioners Chris Husom and Mark Daleiden both agreed that they would like to see the potential financial impact that creating a Deputy Surveyor position would have on the 2020 budget. Both suggested waiting until after the Compensation and Classification Study is completed in the fall to have a draft position description created and pointed by Baker Tilly.

7-10-19 Personnel / Employee Relations Committee Minutes (cont.):

A discussion related to the proper procedures and impact of reclassifying a current position occurred.

Jobe requested that the reclassification of one (1) Sr. Surveyor Technician to a Deputy Surveyor position be discussed during the upcoming 2020 budget meetings.

RECOMMENDATION: SUBMIT A REQUEST TO RECLASSIFY ONE (1) SR. SURVEY TECHNICAN POSITION TO A DEPUTY SURVEYOR IN THE 2020 BUDGET PROCESS.

Personnel / Employee Relations Minutes Submitted by Kathleen Brannan-Merritt

(End of 7-10-19 Personnel/Employee Relations Committee Minutes)

TIMED AGENDA ITEMS**ALAN WILCZEK, FACILITIES SERVICES DIRECTOR****Review of Tactical Training Center CD Cost Estimate & Authorize Release of Documents for Construction Bid**

Information was presented on a new cost estimate for the Tactical Training Center. Present for discussion were Wilczek, Brad Barickman of RJM, and Bruce Schwartzman and Anthony Enright of BKV Group.

Schwartzman said the focus has been a utilitarian building serving the needs of law enforcement for the County and the FBI (Federal Bureau of Investigation). During schematic design, there was a cost estimate by a different company. RJM was hired since that time and produced the cost estimates being reviewed today. The total project estimate is \$10,201,278.

The Value Engineering worksheet reflects various options to potentially reduce costs. The options may not reflect the low bid but rather an average projected cost.

Value Engineering Options:

- | | | |
|-------|---|---------------|
| No. 1 | <u>Reduce generator size to 150 or 200 KW</u> | (\$100,000) |
| | Schwartzman said 24/7 backup is required for the Emergency Operations Center (EOC), Dispatch, and Data Center. There is a possibility that the generator can be downsized. Daleiden suggested downsizing the unit to what is required for emergency response and the data center. Vetsch proposed moving the generator from the current site. It was the consensus that the generator size will be reviewed, and further investigation will take place on whether the generator can be moved. | |
| No. 2 | <u>Include Operable Partition per plan</u> | \$18,442 |
| | This will be a manual unit. It was the consensus to include this alternate. | |
| No. 3 | <u>“Vanilla” shell at indoor range (no equipment)</u> | (\$750,000) |
| | Potential savings could be realized with a shelled indoor range versus a fully furnished range with all equipment. The equipment can be added later. Borrell felt the cost was extremely high. Schwartzman explained the estimate includes HVAC, fire range equipment, and requirements for lead abatement. It was the consensus to include this as an alternate. | |
| No. 4 | <u>Remove masonry interior liner wall at indoor range and replace with insulation at walls and deck</u> | (\$50,000) |
| | Schwartzman said when a weapon is fired, the decibels are high enough to vibrate into the structure. That could impact when the facility is being utilized for other purposes. It is recommended to change the design to address this and not make this an alternate. Troy Acoustics will design the space. | |
| No. 5 | <u>Reduce technology scope</u> | (\$200,000) |
| No. 6 | <u>Define firing range scope and specific projects</u> | (\$250,000) |
| No. 7 | <u>Eliminate indoor firing range building and equipment in its entirety</u> | (\$1,009,000) |

No. 8 Eliminate 2nd floor training program and penthouse

(\$705,000)

Vetsch said it is important to keep Option No. 6. With Option No. 5, it appears there are ways to reduce the scope of technology items. Schwartzman said the hope is to issue bid documents next week, and the options will continue to be refined. He recommended not including Option No. 7 and Option No. 8 at this time, and they will work to get the other options reduced as much as possible. Vetsch said Option No. 7 and No. 8 can be dealt with when bids come in.

Schwartzman said the Sheriff's Office recommended another alternate. The plan is for rubber bullet traps on the exterior allowing for easy remediation of lead. He suggested proceeding with this as an alternate and moving forward with berm backstops. That will require lead remediation at some point. This would allow vendors to potentially reduce bids on the exterior work, and allow the County to proceed with the alternate if desired. Vetsch requested that the Value Engineering Option listing be revised to include the bullet traps as the new Option No. 6, and Options 7 and 8 will be renumbered as Options 8 and 9.

Daleiden referenced the Estimate Summary Worksheet and asked for further clarification:

- Landscaping & Irrigation. Enright explained that the decision was made not to irrigate the site. The cost relates to seeding and topsoil of the sight.
- Tile, Carpet and Resilient Flooring, and Sealed and Polished Concrete Flooring. Enright said the tile will be located in the restrooms and showers; carpeting will be placed in conference rooms, offices and classrooms; and the polished concrete will be located in corridors.
- Design Contingency and Construction Management Fees. Daleiden questioned why Design Contingency is included, as BKV has already completed the design. Schwartzman said Design Contingency is included early in the project because of variables in product choice. The Contingency amount should reduce as the project moves along because the variables reduce. The County could hold \$300,000 in Construction Contingency. Vetsch asked whether furniture will be bid right away. Schwartzman said FF&E will be a separate bid package. Vetsch suggested possible use of furniture from the Government Center to reduce costs.

Potter made a motion to authorize release of documents for construction bids. The motion was seconded by Daleiden and carried 5-0. Daleiden referenced the Estimate Summary, which includes Firing Range Equipment at a projected cost of \$2.1 million. He noted that the FBI will fund \$2.2 million toward the project.

GREG KRYZER, ASSISTANT COUNTY ATTORNEYPublic Hearing on Petition for Lake John Lake Improvement District

At 9:36 A.M., the Public Hearing was held on the petition for the creation of a Lake John Lake Improvement District (LID). The Wright County Auditor/Treasurer received a petition for the creation of the LID. Notice was mailed on June 19, 2019 to all parcels of property within the proposed boundary, to the MPCA (Minnesota Pollution Control Agency), and to the DNR (Department of Natural Resources). Notice was published on June 21, June 28, and July 5, 2019.

Kryzer said the proposed LID includes all properties within 100' of Lake John. Historically, the County Board has only created LID's within the 100' area. There will be discussion during the Public Hearing of expanding the area to the southeast to include an association with shared access to Lake John. Kryzer said expanding beyond the 100' can be done, but it will require another 21-day window for publication of the public hearing notice.

Borrell asked about assessments and whether they can be prorated dependent on the amount of access a property owner has to Lake John. Those properties that are not on the Lake do not hold the same benefit. Kryzer said the assessments are handled by the Auditor/Treasurer's Office and can be done by a per parcel rate or by valuation. That will be determined by the LID Board when setting their annual budget.

Vetsch opened the public comment portion of the Public Hearing at 9:42 A.M.

Peter Macmillan, Southside Township, Lake John resident. Macmillan said there are 143 properties on Lake John eligible for membership in the Lake Association, and 106 of those properties are current members. The Association has been in operation since 1972.

Macmillan utilized a PowerPoint to convey information on:

- History of the Lake Association's Lake Monitoring
- History of the AIS Infestations on Lake John
- History of the Association's Expenditures for Invasive Species Treatment
- Action to Date by the Association to Form LID on Lake John
- Petition Response for the Formation of Lake John LID
- Proposed LID Assessment for 2020
- Map of the Proposed LID
- Community Leadership and Support
- Reasons for Lake John LID

Macmillan said the petition/ballot was mailed in January 2018. Of the 142 petitions sent, there were 98 responses with 91 in favor and 7 against. There were 44 no replies. Borrell asked about deeded access counts. Macmillan replied there are 11 properties with deeded access. Of those 11 properties, 1 responded in favor and the remaining 10 did not respond. With County Board support, the request would be to expand the boundaries beyond 100' and include the area that has lake access. Macmillan understood those property owners received notice of today's Public Hearing. Without the deeded access properties, there will be 133 properties involved.

While discussing the proposed LID Assessment slide for 2020, it was clarified by Kryzer that the timeline of this process to form the LID will allow assessments in 2020. It will meet the timeline required for expansion of the LID boundaries including meeting the notice and publication requirements.

Macmillan said they believe implementing a LID on Lake John will be of benefit to property owners in the area. Costs will be spread amongst all benefited property owners rather than relying on the generosity of some. It will allow for consistent and reliable funding for the work completed on an annual basis, and aid in the ability to apply for grant funding.

Macmillan said the request is for the Board to approve the creation of the LID for Lake John, including determining boundaries, and to appoint nine members to the LID Board with three-year staggered terms. The initial Board will serve until the first annual meeting in July or August (by State Statute). A list of nine suggested Board members has been submitted to the County. They are volunteers from the Association, and the majority are full-time residents on the Lake.

John Reynolds, Southside Township Board of Supervisors and Lake Marie resident. Reynolds referenced the letter from Southside Township reflecting the passage of a letter of support for the LID. Reynolds said this was not passed; it was discussed at the Southside Township Meeting and referred to the next Township meeting.

Reynolds asked the purpose of making the Lake Association a LID. He said the Association already can assess for repairs of those that benefit from the Association. He referenced the CRWD (Clearwater River Watershed District) that he is in, and they also can assess for repairs. He also referenced the DNR letter. Reynolds' opinion is that watershed districts are another taxing authority and can assess even if there is not a project. Daleiden responded that the proposal is for the creation of a LID, not a watershed. Reynolds thought it would progress into a watershed. Vetsch said the LID will provide more access to State funding for projects. Otherwise, a partnership is required through the County or the SWCD (Soil & Water Conservation District). Borrell requested that the decision be postponed to seek clarification on the letter of support and whether action was taken by the Southside Township Board.

Elaine Fleskes, President of Lake John Association. Fleskes attended the Southside Township Board Meeting a month ago where discussion included watersheds and the formation of the LID. It was conveyed that the Association is looking to form a LID, not to form a watershed. The 11 property owners who have deeded access were sent letters in January 2018 and did not reply in support or opposition.

Michael Jaskowiak, Lake John resident. Jaskowiak spoke previously with Elaine Fleskes on the formation of the LID. He understood that it was exploratory at that time, and residents would have an opportunity to vote. He referenced Starry Stonewort on Lake Koronis and questioned how assessments will be determined. He questioned whether the formation of a LID will require the LID Board to be subject to the open meeting law. Vetsch responded that the LID Board will be, but the Association will not. Many times, members serve on both Boards. Vetsch said the LID Board can be made up of

between 5-11 members. The request for the Lake John LID is 9 members, which allows for more participation and transparency. At the request of Borrell, Jaskowiak provided the Board with a copy of the ballot mailed to residents. Jaskowiak supports the LID but understood there would be another step in the process.

John Bergstrand, Lake John resident. Bergstrand owns property on the Lake but is not a member of the Association. He asked who will be in control of the budget that will be assessed annually, and what will be done with the remaining funds of the Lake Association. Vetsch said the LID Board will be appointed by the County Board until next year's election. Spending parameters will be set within categories. The 9-member Board will propose a levy to members of the LID, and then it will be presented to the County Board for approval. That assessment will be placed on the property taxes. Essentially, the County Board has oversight of what is levied to property owners. Bergstrand referenced State grants. Vetsch said the State and DNR have acknowledged this is a larger problem than what can necessarily be handled at the local level. Kryzer said that the LID and the Lake Association are two separate non-profit agencies. The Association funds can be donated to the LID or the Association can elect to continue to operate.

Bob Fleskes, Lake John resident. Fleskes attended the Southside Township Meeting where the Township Board discussed the request to form the LID. He said the Township took a vote in support of the LID and did not object to moving ahead. Borrell said the letter from the Township conveys the vote was unanimous, but Reynolds comment today is that is not what transpired. Fleskes referenced the 11 property owners with deeded access. Those that are in contact with the Association have indicated they have no problem with the LID proposal. The others have not responded. Those 11 properties all benefit as they have deeded access. The LID is based on use of the lake and keeping the lake healthy.

John Reynolds, Southside Township Board of Supervisors and Lake Marie resident. Reynolds said he did not vote in support of the formation of the LID. After the Township meeting, he was in contact with the Township Clerk and conveyed that. Reynolds wants more information prior to deciding. He voiced concern on whether this will transition to a watershed district. Vetsch responded that he is not sure it is possible to transition from a LID to a watershed.

Peter Macmillan, Southside Township, Lake John resident. Macmillan said the investigative committee found it was more work for Lake John to become part of a watershed district than forming a LID, and there would be less control. With the LID, residents will have an opportunity to provide input at meetings.

Steve Benzschawel, Hennepin County resident and owner of property on Lake John. Benzschawel explained he has been involved with this process for several years. One intent of the LID Board will be for preferential treatment for hardship cases. He said those with deeded access do realize increased property values.

Benzschawel referenced the DNR letter which reflects that 100# of fertilizer with phosphorus can tip a lake into being impaired. Lake John is on that borderline. He said it is important for residents to follow the regulations on phosphorus. With the LID formation, a rapid response plan can be implemented to respond to AIS incidents such as starry stonewort.

Discussion followed by Board members on the petition to form the LID. Borrell has concern with the petition and thought it should have included information relating to assessments, it should have not required their name(s), and it should have included a postage-paid envelope for return. He said the County recently received an unrelated petition on the bonding of a building. That petition was ruled invalid because of the petition language. Kryzer responded that the LID petition follows DNR rules, where the bonding petition follows Secretary of State rules. Vetsch said he would like to see the 2020 proposed budget for the LID included in the information.

Daleiden moved to continue the Public Hearing on the proposed LID formation for Lake John to August 20, 2019. The motion was seconded by Potter and carried 5-0.

The meeting recessed at 10:34 A.M. and reconvened at 10:40 A.M.

VIRGIL HAWKINS, HIGHWAY ENGINEERApprove Transportation Committee Of The Whole (TCOTW) Minutes From The June 26, 2019 Meeting And Act On Recommendations

Hawkins provided an overview of the TCOTW Minutes. He referenced Item II of the minutes relating to CR 106/85th and Gowan Street Intersection. Since the TCOTW meeting, Corinna Township has indicated they are not interested in Option 1 because of the right-of-way acquisition required. Therefore, the plan is to proceed with Option 2. Daleiden requested the following change to the TCOTW Minutes: Page 6, Item IX, Property in St. Michael, remove the last sentence of the 1st paragraph which reads, "Owner is currently asking \$750000 for the property."

Daleiden moved to approve the TCOTW minutes with the following correction: Page 6, Item IX, Property in St. Michael, remove the last sentence of the 1st paragraph which reads, "Owner is currently asking \$750000 for the property." The motion was seconded by Borrell. Borrell referenced Item VIII, Update on Highway Outlying Shops Plan, and said he is opposed. He thinks the County should stay with what it has for now. It was the consensus that the TCOTW minutes should be changed to reflect that "Commissioner Borrell expressed his opposition to closing the French Lake Shop." The motion carried 5-0 to approve the minutes as corrected. The TCOTW Minutes follow:

I. 5 Year Plan Update (adjustments/revisions – attachment #1)

The plans are fluid to accommodate changes throughout the year.

- *Bids for the construction project on CSAH 19 and CSAH 38 came in significantly higher than the Engineer's Estimate, so the plan is to rebid the project in 2020.*
- *The four-lane construction project on CSAH 39 in Otsego will be a project beginning in 2020 and completing in 2021.*
- *Three culverts need to be replaced as part of reestablishing county ditches. This will be included in the 2020 budget.*

TCOTW ACTION/RECOMMENDATION:

This is an informational item, no action by the TCOTW.

II. CR 106/85th and Gowan Street Intersection (Maple Lake Township & Corinna Township)*Intersection History*

- *The intersection of CR 106-Gowan Ave NW-85th St NW in Maple Lake Twp. is unique due to the offset legs. The curve on CR 106 was built by the County in 1941, and 85th Street NW was built between 1957 and 1963 (see aerial photos from 1940, 1957, and 1963).*
- *Various safety and driver confusion concerns have been raised over the years.*
- *The ADT on CR 106 is 820 vehicles per day.*
- *In 2014 there were sight distance issues caused by crops being planted too close to the roadway and limiting the view of approaching traffic to see vehicles turning off CR 106.*
- *The county addressed these concerns by purchasing additional right of way from the Wurm family and keeping the area clear of tall crops and brush.*
- *An additional concern was brought up in 2018 regarding driver confusion due to vehicles westbound on CR 106 continuing onto the gravel segment of 85th St NW and the intersection with Gowan Ave NW without stopping.*
- *The gravel segment of 85th St. NW between Gowan Ave and CR106 and the intersection of Gowan Ave NW is uncontrolled. Westbound vehicles are not required to stop nor are vehicles traveling north or south on Gowan Ave NW.*
- *The gravel segment of 85th St NW between Gowan and CR106 is recorded as Maple Lake Township jurisdiction using county surveyed centerline data.*

The "Existing Layout" map attached shows a recommendation for an additional stop sign for westbound traffic on 85th St NW. This recommendation was made to the township in a letter dated November 5, 2018.

There was an additional concern with traversing the curve along CR 106 at night and in response, the County installed reflective delineators along the outside radius of the curve on CR 106.

6-26-19 TCOTW Minutes (cont.):Crash History

There have been three documented crashes in the area (2006-2018). The crashes were all single vehicle run off the road. There are no documented intersection related crashes.

Options (refer to attached maps)

The first alternative to consider is to install the stop or yield sign and leave the roadway alignment as is. Per the letter to Maple Lake Township dated November 5, 2018, the township should install a stop or yield sign for westbound traffic on 85th St. NW. Installing a stop or yield sign is low-cost and quickly implemented solution to the issue of establishing right of way for vehicles approaching the intersection. In addition, the installation of the stop or yield sign can be an interim solution to the issue as the options for realignment are considered and implemented. The second alternative is to realign the intersecting roadways. There are two options attached to realign the intersection.

Option 1 creates a T intersection of 85th St NW and Gowan Ave NW and consolidates the access point on CR 106 to a single intersection of CR 106 and Gowan Ave NW. However, this option requires right of way acquisition and private property impacts to the fence and trees located in the south west corner of the intersection.

Option 2 realigns Gowan Ave NW to intersect CR 106 on the outside radius of CR 106 just south of 85th St NW. Option 2 creates two closely spaced intersections which do not meet access spacing guidelines.

Option 3 is a hybrid of the first two options. Gowan Ave NW would be removed between the two east-west segments of 85th St NW and the easterly segment of 85th St. NW would become Gowan Ave NW. The new intersection of CR 106 and Gowan Ave NW would be aligned at a 90-degree angle.

Staff Recommendation:

The Highway Department recommends Option 3 by closing off and removing the North-South leg of Gowan Ave NW and install permeant Type III barricades to eliminate the visual trap for vehicles traveling southbound on CR 106. Temporary barricades can be installed around the curve of Gowan Ave NW in advance of the removal of the roadway material and then removed when the work is complete.

Discussion:

- *Sean Derringer expressed his concern with this option as it was opening a vehicle to a potential broadside collision on CR 106.*
- *Maple Lake Township expressed their approval to proceed with either option #2 or #3.*
- *Virgil indicated this could potentially be a project completed this year and will contact Corrina Township to let them know the outcome of the decision from tonight's meeting.*

TCOTW ACTION/RECOMMENDATION:

It was the consensus of the TCOTW that the Highway Department move forward with option 2 and follow up with Corinna township regarding the decision of potentially going with Option 1 or 2.

III. Braddock Ave Traffic Study & Recommendations/Process for access request to TH 25

SRF Consulting Group, Inc. has completed a traffic impact study, dated June 18, 2019, for Braddock Avenue NE to determine the impacts of the new county buildings (Justice Center and Government Center) that will open in 2020 and 2021, respectively.

The scope of the study included analysis of the following intersections for the current year, year 2021, and year 2040:

- *TH 25 and CR 113*
- *CR 113 and Braddock Ave NE*
- *Braddock Ave NE and Access Driveways to the County Buildings*
- *Braddock Ave NE and CR 138*
- *TH 25 and CR 138*

We also, as part of the study, met with MnDOT District 3 staff to explore potential access changes to TH 25.

6-26-19 TCOTW Minutes (cont.):Traffic Study Recommendation:

Based on the results of the intersection capacity analysis, the following recommendations were indicated in the study:

1. *Modify or stagger start and end times of employees of the proposed Justice Center and Government Center to reduce peak ingress and egress trip generation. With adjusted start and end times, the peak hour trip generation may reduce and lessen impacts of the proposed development.*
2. *Monitor traffic volumes/patterns and delays/queues at the key intersections along CR 138 and TH 25 after the opening of the Justice Center and Government Center to identify any future potential mitigation needs or projects (i.e. roadway realignments or traffic control modifications)*
3. *Review signal system timing at the TH 25 & CR 138 intersection to ensure that the existing timing can accommodate the expected future build volumes or modify as necessary. It is also recommended, if possible, to add a wireless cell modem to the traffic signal controller cabinet to allow for future interconnection with existing and future traffic signals along TH 25.*

MnDOT Input/Comments:

MnDOT staff indicated that any future new access request to TH 25 would need to be brought forward in a formal request to the MnDOT District 3 Entrance Committee for review and comment. A pamphlet is attached that explains that process further. MnDOT offered a sketch of potential future access locations that would best meet their access spacing guidelines for a Rural/Urbanizing Highway facility (see attached).

Staff Recommendation:

Follow the traffic study recommendations and explore future grant opportunities for MnDOT LPP (Local Partnership Program) grant funds and/or MnDOT D3 intersection safety funding for future intersection improvements.

Discussion:

- *Vetsch asked how long the project (potential new access to T.H.25) would take to be completed. Virgil says its up to the board when approving projects, and it could be timed to coincide with the opening of the new Government Center (2021).*
- *Chad said we will stay in contact with MNDOT about the local project program (LPP) and continue to pursue a potential 138/25 roundabout*
- *Daleiden questioned moving the access point and using the Bremmer property for entrance. This would have to be looked at for an option.*

TCOTW ACTION/RECOMMENDATION:

It was the consensus of the Committee for the Highway Department to:

1. *Explore access options to T.H.25 and bring these options to a future TCOTW meeting.*
2. *Explore LPP (Local Partnership Program) for potential grant opportunities, per MnDOT policy, for potential future intersection improvements at CR113 & T.H.25; and CR138 & T.H.25.*

IV. Bertram Park Road (Briarwood Ave) Plans Update

As part of a recently completed traffic study between the City of Monticello and the Wright County Parks & Recreation Department roadway improvements were recommended to Briarwood Avenue due to the Bertram Regional Parks development. The Highway Department Engineering Division staff will provide the surveying and design engineering work to develop construction plans for Briarwood Avenue for the Parks & Recreation Department & City of Monticello. It is our understanding that the Parks & Recreation Department intends to get bids for this turn lane work along with receiving bids for their 2020 campgrounds grading work. The scope of work includes constructing turn lanes on Briarwood Avenue at two (2) entrances to Bertram Regional Park. One intersection is at the main park entrance and one intersection is at the city fields entrance. Also looking at a right turn lane on Briarwood Avenue at CSAH 39 (this wasn't identified as part of the traffic study, and there would be right-of-way acquisition involved).

The Highway Department is proposing to design the turn lanes so that all the widening of Briarwood Avenue will be on the east side of the roadway (the park property), which would avoid impacts and right-of-way acquisitions costs to private property on the west side of Briarwood Avenue.

6-26-19 TCOTW Minutes (cont.):Anticipated Project Schedule:

Engineering staff begin survey work the week of June 17th with preliminary design to follow. Preliminary design plans will be distributed to the City, County Parks, and Township when they are completed. Final plans will be provided to the Wright County Parks & Recreation Department for their use in getting bids along with their campgrounds grading work (in 2020).

Staff Recommendation:

Informational update only — no action needed.

Discussion:

- City of Monticello had questions about who was responsible for the turn lanes
- Chad will provide the City of Monticello a more accurate cost for the cities budgeting purposes.

TCOTW ACTION/RECOMMENDATION:

This is an informational item, no action by the TCOTW.

V. LRTP Next steps/Adoption of the plan by the County Board

Informational item. Received comments back from partner agencies regarding the final draft. Overall the comments were good. The plan will be brought to a future county board meeting for consideration of adopting the plan. The plan will be uploaded to the county website following adoption of the plan by the county board.

TCOTW ACTION/RECOMMENDATION:

This is an informational item.

VI. Long-term gravel source for County

We currently have a gravel supply contract with Davis Construction for four (4) years, from 2018-2021.

We typically need approximately 20,000 yards (28,000 tons) of gravel material per year for maintaining the shoulders of our 512-mile highway system.

Staff Recommendation:

Explore opportunities for a long-term gravel supply for our highway departments needs (shouldering material, etc.). This would include research, drilling sites (with signed waivers) to determine quality/quantity of material, etc.

Potential expenses (CIP Fund?) would include funding for the purchase of a gravel site/access/road/etc. within the next couple of years (2020-2021).

Discussion:

- Potter asked if we have consulted Davis regarding using his gravel long term? Steve indicated that there are only a few years of material left in the Davis pit.
- Vetsch inquired about how much land we need for a gravel source. Virgil responded saying that we would like to find a 20-year material source if possible.

TCOTW ACTION/RECOMMENDATION:

It was the consensus of the TCOTW that the Highway Department continue to look for a long-term gravel source for the highway department.

VII. City of Buffalo Retaining Wall Project Update (CSAH 35)

The City of Buffalo and Wright County agreed to share the cost 50/50 on replacing the deteriorating retaining wall along County highway 35 just west of the Government Center in Buffalo. A copy of the Memo of Understanding (MOU), dated June 26, 2016 is attached. The MOU indicates a shared 50% cost split for each agency (with a cap of \$177,000 for Wright County).

The City received bids in 2016 for the retaining wall and the bids came in too high (the apparent low bid was \$570,000) so the city rejected the bids.

6-26-19 TCOTW Minutes (cont.):

The City re-bid the project recently (June 19, 2019) and the low bid came in at \$464,573.90 (the Engineer's Estimate was \$500,000). The City would like to award the bid and proceed with the project, with the county agreeing to pay for half of the project costs (construction and engineering). The county's 50% share is estimated to be \$278,000 based on the low bid plus estimated engineering, construction admin, and testing. However, the signed MOU dated June 21, 2016 caps the county's share at \$177,000.

The City has requested that the current MOU be rescinded, and a new MOU be signed that would indicate the county paying half of the costs. The initial MOU from 2016 was based on what the county had available in our budget at the time (since our 2016 budget had already been set).

Staff Recommendations:

The Highway Department recommends a new MOU be prepared agreeing to pay half of the cost of the project (county share estimated to be \$278,000). The current MOU would be rescinded. An additional \$101,000 would need to be included in the Highway Department's 2020 budget, which combined with the \$177,000 budgeted in 2019, would cover the county's cost share.

Discussion:

- *Borrell expressed his opposition regarding the plan to narrow the road.*
- *Daleiden and Vetsch would like to wait on an agreement until we see what happens with the county owned property (where part of the retaining wall is located) in two years considering it is being sold. They also stated that they don't think anything should be done that isn't good for a long-term solution.*
- *The City did have a discussion with the Highway Department regarding redesigning/narrowing the road and the Highway Department indicated approval of the City's design (as it meets State-Aid standards).*
- *The board as a consensus does not think the road should be narrowed.*

TCOTW ACTION/RECOMMENDATION:

It was the consensus of the TCOTW to let the City of Buffalo know that we want to talk about the design further and will discuss the matter at a future transportation committee meeting. The board suggested not doing the portion of the wall along the county owned property due to the sale of the current GC building/property (and reconsidering the need for the retaining wall project once the land is sold).

VIII. Update on Highway Outlying Shops Plan

Short term, Midterm, and Long-term plans (plans attached) have been discussed at prior Transportation Committee of the Whole meetings (July 19, 2017 and March 14, 2018).

The County's CIP plan currently showing funds to be allotted in the 2019-2023 time frame to accomplish the Short-term plan (purchase land and build a new shop). Funds have been shown in the 2019-2023 CIP as follows: \$100,000 in 2019, and \$450,000 from 2020 through 2023.

The City of Annandale is marketing a property that could be purchased in 2019 or 2020 (see attached). We could explore the property in Annandale for purchase in 2019/2020 and then proceed with the next step (hire an architect to design the new shop building). With the funds being allotted, we would need to wait until 2021 or 2022 to construct the new shop in Annandale. Selling the French Lake Shop site in 2021 would also generate some income to go towards the new shop in Annandale.

Staff Recommendations:

The Highway Department recommends additional funding be allocated in the year 2021 of the CIP to provide for implementing the Short-term Plan for County Maintenance Shops.

Discussion:

- *Daleiden asked if this shop will be large enough in to meet the county's needs for the next 30 years? Steve believes it will be.*

6-26-19 TCOTW Minutes (cont.):

- *Vetsch asks that we bring this back to board in a few weeks if we find a property that we would like to purchase. Virgil indicated that if land is found available in Annandale to purchase in the next few weeks, that we can put down a retainer to purchase. Daleiden and Vetsch agreed. CIP policy allows us to borrow ahead if we are over 75% completed.*
- *Borrell expressed his opposition to closing the French Lake Shop.*

TCOTW ACTION/RECOMMENDATION:

It was the consensus of the TCOTW to continue looking for land to purchase in Annandale and if land is found, that the Highway Department bring it to the board to consider purchasing.

IX. Property in St. Michael

CSAH 36 – We could potentially use LOST funds to purchase the 10+ acres of land in St. Michael.

Daleiden asked if Jeremy can start having conversations to acquire the land, saying he believes the owner is willing to negotiate.

TCOTW ACTION/RECOMMENDATION:

This is an informational item for this meeting, no action by the TCOTW. This item will be further discussed at a future TCOTW meeting.

Meeting Adjourned at 2:50 p.m.

(End of 6-26-19 TCOTW Minutes)

Set Transportation Committee Of The Whole Meeting (TCOTW) To Discuss Transportation Items. Tentative Agenda Below, For Consideration:

1. Update On CSAH 35 Retaining Wall Project, City Of Buffalo
2. Update On CR 106/Gowan Ave/85th Street Improvements
3. Update/Status On Potential Truck Station Lot In Annandale
4. CSAH 36 Right-Of-Way Options (East Of I-94, South Of Ogren Ave NE In Saint Michael)
5. Update On Request For Potential Future TH 25 Access For Justice Center/New Government Center Campus
6. Final Long Range Transportation Plan (LRTP)

The Board discussed possible dates for the TCOTW Meeting. It was the consensus to place setting of the meeting on the next Board Agenda. The tentative date of the meeting is 8-09-19 at 9:00 A.M. but that date will be confirmed with staff. The alternate will be 8-09-19 at 1:00 P.M.

SEAN RILEY, PLANNING & ZONING ADMINISTRATOR**Requests Action Without A Recommendation From The Planning Commission For the Following Rezoning:**

- A. **JOHN KLINKNER - (Franklin Twp.) - Planning Commission Forwarded Without A Recommendation (Vote 3/3 And 1 Abstained) A Request To Rezone Approximately 55 Acres From AG General Agricultural And S-2 Residential-Recreational Shorelands To A/R Agricultural-Residential And S-2**

Riley explained that rezoning requests are normally placed on the Consent Agenda for approval, but this request involves a split vote by the Planning Commission. The Planning Commission held the public hearing on the rezoning request, and the County Board has final authority to act on rezoning. The Planning Commission minutes reflect discussion of the concerns on the property and the overall concept of the Land Use Plan in trying to determine what lakeshore is especially suited for development when it is not in the Land Use Plan. Vetsch said he talked with the Planning Commission members and did research on the request. This property is not especially suited for agriculture. He said he will support the request. Borrell said in visiting the site, it will make some exceptionally nice lots.

Borrell moved to approve the rezoning request. The motion was seconded by Husom. Discussion followed on the property and that it is not prime agricultural land. Borrell said the Planning Commission looks to preserve agricultural land. However, the County is changing, particularly on the eastern side. Potter said the cost of land on the eastern side of the County exceeds the cost to farm it. It may also not be prime ag land. He said the County dynamics are changing, and the County will have to visit what land will be preserved. Borrell noted that the request to rezone to is possible as it is especially suited for residential and is riparian. Riley said the Land Use Plan is not just about protecting agriculture.

Agriculture is more than just prime tillable land. It is to prevent improper residential development, density, size, poor locations but they do address transition areas, growth, and changes that are taking place. The motion carried 5-0.

ITEMS FOR CONSIDERATION

SCHEDULE COMMITTEE OF THE WHOLE MEETING RE: TRAILBLAZER FACILITY (VETSCH)

Vetsch said the purpose of the meeting will be to discuss options on the transfer of building ownership between the City of Buffalo and the County.

Potter moved to schedule the COTW Meeting for 8-12-19 at 9:30 A.M. The motion was seconded by Husom and carried 5-0.

ADVISORY COMMITTEE/ADVISORY BOARD UPDATES

No reports were given.

The meeting was adjourned at 11:06 A.M.