



**BOARD AGENDA**  
**BOARD OF WRIGHT COUNTY COMMISSIONERS**

**March 2, 2021**

Christine Husom, District 1  
Darek Vetsch, District 2  
Mark Daleiden, District 3  
Mary Wetter, District 4  
Michael Kaczmarek, District 5

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**I. 9:00 A.M. PLEDGE OF ALLEGIANCE**

**II. MINUTES - DISPENSE WITH READING. APPROVE AS WRITTEN/REVISED.**

**A. COUNTY BOARD MINUTES 2-23-21**

Documents:

[2-23-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION**

1. Approval Of Charitable Gambling Application, Form LG220, Silver Bullet Saddle Club, Gambling Premises: Silver Bullet Saddle Club Grounds, 17363 County Rd 7 NW, Clearwater, MN 55320 (Clearwater Twp.), Date Of Activity: June 26, 2021

Documents:

[SILVER BULLET SADDLE CLUB GAMBLING APPLICATION.PDF](#)

**B. ADMINISTRATION - FINANCE**

1. Acknowledge Name Change From Wright County License Bureau To Wright County License Center
2. Request Position Replacement For License Center Specialist
3. Acknowledge And Adopt Changes To The Wright County Financial Policies
4. Acknowledge Warrants Issued Between February 17, 2021 And February 23, 2021 (See Below, Item IX. Warrants Issued)
5. Motion To Approve Disbursing Money From The County Relief Funding Program As Follows:

Disburse The Remaining Balance Of \$1,097,719.30 Of The \$2,733,983.57 Received From Account Number 01-099-484.6814 COVID- Economic Development Pending All Necessary Signatures And Audit Requirements.

Approve A Transfer For The Reimbursement Of The Administration Costs Of Administering The Grant From 01-099-484.6910 Transfer Out Into 01-100-489.5910 Transfer In.

Documents:

[AGENDA 3-2 CONSENT - RBA ACKNOWLEDGE LICENSE CENTER NAME.PDF](#)  
[AGENDA 3-2 CONSENT - RBA REQUEST REPLACEMENT LC SPECIALIST.PDF](#)  
[AGENDA 3-2 CONSENT - RBA ADOPT FINANCIAL POLICY UPDATES.PDF](#)  
[AGENDA 3-2 CONSENT - WRIGHT COUNTY FINANCIAL POLICIES - REVISED VERSION 3.2.2021.PDF](#)  
[AGENDA 3-02 CONSENT - RBA WARRANTS ISSUED.PDF](#)  
[AGENDA 03-02 CONSENT - RBA COUNTY RELIEF FUNDING PROGRAM.PDF](#)

**C. ATTORNEY**

Schedule Public Hearing For March 16, 2021, At 9:30 A.m. For Ordinance Amendment Number 21-2, Subdivision Regulations

Documents:

[AGENDA - MARCH 2, 2021.PDF](#)

**D. HEALTH & HUMAN SERVICES**

1. Position Replacement
  - A. Eligibility Specialist
  - B. Accounting Clerk

Documents:

[RFBA HHS 2021-03-02 ELIG SPECIALIST - AFFS LTC.PDF](#)  
[RFBA HHS 2021-03-02 ACCTG CLERK - FISCAL.PDF](#)

**E. HIGHWAY**

1. Approve Schedule For Receiving Bids For The Highway Projects  
Schedule To Receive Bids For Thursday, April 8, 2021:
  - 11:00 A.M. Contract 2105 - CR 118 Reconstruct (CP 086-118-191)
  - 11:15 A.M. Seasonal Bids - 2021 Plant Mix Bituminous

Schedule To Receive Bids For Thursday, May 6, 2021:

- 11:00 A.M. Contract 2106 - CSAH 30/Tiger Dr. Mini-RAB (CP 086-030-201)

Documents:

[BAR - APPROVE BID OPENING SCHEDULE CONSENT AGENDA.PDF](#)

**F. PARKS & RECREATION**

1. Approve Request To Back Fill The Open Park Aide Position

Documents:

[3-2-2021 CB AGENDA POSITION REPLACEMENT.PDF](#)

**G. RECORDER**

1. Position Replacement.
  - A. Authorize Backfill Of Deputy Recorder Position, Due To Retirement

Documents:

[RFBA2021.PDF](#)

## **H. SHERIFF'S OFFICE**

1. Position Backfill: Backfill One Deputy FTE Due To A Retirement

Documents:

[RBA 03-02-2021 CA.PDF](#)

## **V. TIMED AGENDA ITEMS**

### **A. 9:02 A.M. ADMINISTRATION**

Introduction Of Project Administrator Elizabeth Karels

### **B. 9:05 A.M. VIRGIL HAWKINS, HIGHWAY DEPARTMENT**

1. Approve Transportation Committee Of The Whole (TCOTW) Meeting Minutes From The Tuesday, February 16, 2021 Meeting And Act On Recommendations

Documents:

[BAR - APPROVE TCOTW MEETING MINUTES FROM FEB 16, 2020.PDF](#)  
[TCOTW MEETING MINUTES - FEB 16, 2020.DOCX](#)

### **C. 9:12 A.M. MARC MATTICE, PARKS AND RECREATION**

- 1, Authorize Signatures On A Contract With HGKI For The Creation Of The The Wright County Parks And Recreation Comprehensive System Master Plan

2. Accept Bid From Knife River Related To The Paving Project At Collinwood Regional Park And Authorize The Director Of Parks And Recreation To Sign And Develop All Necessary Contracts To Complete The Project

Documents:

[3-2-2021 CB AGENDA PARKS AND RECREATION SYSTEM MASTER PLAN HGKI CONTRACT.PDF](#)  
[03\\_02\\_21 CB AGENDA COLLINWOOD PAVING AWARD.PDF](#)  
[WRIGHT CO\\_HGKI CONTRACT FEB2021\\_SIGNED.PDF](#)  
[ATTACHMENT A\\_PROPOSAL.PDF](#)  
[COLLINWOOD REG PARK PAVING IMPROVEMENTS - REC TO AWARD.PDF](#)

### **D. 10:00 A.M. ANNUAL EMPLOYEE YEARS OF SERVICE RECOGNITION**

Documents:

[EMPLOYEE RECOGNITION - YEARS OF SERVICE AWARDS FLYER 2020.PDF](#)

## **VI. ITEMS FOR CONSIDERATION**

**A. COMMITTEE MINUTES**

Technology Committee Meeting Minutes (2-24-21)

Documents:

[WRIGHT COUNTY TECHNOLOGY MEETING MINUTES 2021-02-24.PDF](#)

**B. ADMINISTRATION**

1. Topics To Discuss For March 9, 2021 Workshop Meeting
  - A. Investment Policy
  - B. Dental Clinic
  - C. Overview Of Ditches
  - D. Justice Center Video
2. Allina Donation Discussion
3. Approve Resolution Delegating The Statutory Duties Of The Auditor-Treasurer
4. Department Budget Review
5. Set Date For Board Retreat

Documents:

[RESOLUTION - AUDITOR DELEGATION.PDF](#)  
[DEPT BUDGET REVIEW ONGOING.PDF](#)

**C. HEALTH & HUMAN SERVICES**

Refer To Committee Of The Whole March 11 Or 12 - WIC Grant Discussion

Documents:

[RFBA HHS 2021-03-02 WIC GRANT - COTW.PDF](#)

**VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

**VIII. ADJOURNMENT**

**IX. WARRANTS ISSUED**

Documents:

[02-23-21 FLEET CARD 16,360.08.PDF](#)  
[02-23-21 PROCUREMENT CARD 50,381.12.PDF](#)  
[02-17-2021 THRU 02-23-2021 CLIENT WARRANTS ISSUED 62,044.60.PDF](#)  
[02-17-2021 THRU 02-23-2021 WARRANTS ISSUED 3,951,808.30.PDF](#)