



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

**January 19, 2021**

Christine Husom, District 1  
Darek Vetsch, District 2  
Mark Daleiden, District 3  
Michael Potter, District 4  
Charles Borrell, 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 1-5-21**

Documents:

[1-5-21 COUNTY BOARD MEETING MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION**

1. Approve The Pay Equity Implementation Report For 2020
2. Approve Revisions To Section 504 (Emergency Closing) In The Wright County Personnel Policy Manual
3. Approve Changes To The Wright County Policy For The Adoption Of County Ordinances
4. Approve Organizational Structure Of Finance Division Under Administration Department And Approve Transfer Of Land Records Functions To Recorder's Office
5. Refer Following Item To Personnel Committee Meeting Scheduled For January 27, 2021 At 9:00 A.m.

A. Business Manager For Health And Human Services

Documents:

[ADOPTION OF 2020 PAY EQUITY IMPLEMENTATION REPORT.PDF](#)  
[2020 PAY EQUITY REPORTS.PDF](#)  
[APPROVAL OF REVISIONS TO SECTION 504 \(EMERGENCY CLOSING\).PDF](#)  
[504 EMERGENCY CLOSING - DRAFT.PDF](#)  
[POLICY FOR THE ADOPTION OF COUNTY ORDINANCES.PDF](#)  
[RFBA APPROVE RESTRUCTURING 011921.PDF](#)  
[FINANCE REPORTING STRUCTURE 0121.PDF](#)

**B. ASSESSOR**

1. Request To Fill A Vacant Property Appraiser Position In The Assessor's Office Due To A Resignation

Documents:

**C. ATTORNEY**

1. Authorize Signatures On Contract For Professional Services Of Guardianship And/Or Conservatorship With Dakota Conservators

Documents:

[AGENDA REQUEST - GUARDIANSHIP K.PDF](#)  
[DAKOTA CONSERVATORS K.PDF](#)

**D. AUDITOR/TREASURER**

1. Approve A Precious Metal Dealer License For James Carroll Miller DBA Miller's Jewelry, Inc. (Annandale) For A One-Year Period

2. Approve Transfer Of \$185,600.00 From 34-Capital Improvements Fund To 11-Human Services Fund. These Funds Are Funded From CIP But Expensed Out Of Human Services.

11-420-600-8206-5910 Transfer In	\$84,736.00
34-170-011-8206-6910 Transfer Out	\$84,736.00
11-430-700-8201-5910 Transfer In	\$100,864.00
34-170-011-8201-6910 Transfer Out	\$100,864.00

3. Acknowledge Warrants Issued Between December 29, 2020 And January 12, 2021

4. Review Monthly Finance Report For December 2020

Documents:

[AGENDA 1-19 CONSENT RBA PRECIOUS METAL DEALER - MILLER.PDF](#)  
[AGENDA 1-19 CONSENT RBA HHS TRANSFER.PDF](#)  
[AGENDA 01-19 CONSENT - RBA WARRANTS ISSUED.PDF](#)  
[AGENDA 1-19 CONSENT RBA DEC FINANCE REPORT.PDF](#)  
[AGENDA 01-19 CONSENT DECEMBER FINANCE REPORT.PDF](#)

**E. HEALTH & HUMAN SERVICES**

1. Position Replacement

A. Social Worker

Documents:

[RFBA HHS 2021-01-19 SW TRUANCY - INTAKE.PDF](#)

**F. INFORMATION TECHNOLOGY**

1. Refer The Following To The January 27, 2021 Technology Committee:

A. Project Updates

1. Resource Updates
2. O365 - SharePoint
3. CAMA
4. Admin - Event Scheduler
5. HHS - Contact Management Center
6. ERP

B. Solution Architect Updates

1. ECM

- 2. 0365
- C. New Project Requests
  - 1. Vendor Internal Access
  - 2. SQL Server 2014 Upgrade
  - 3. Scanwriter Software
  - 4. Spray Logger
- D. 2020 - 2021 Project Summary
- E. Project Intake Scoring Updates
- F. Q4 2020 Summary

2. Refer Following Item To Personnel Committee Meeting Scheduled For January 27, 2021 At 9:00 A.m.

A. Pointing And Grading Of Senior IT Developer Position

Documents:

[RFBA - REFER TO 1-27-21 TECHNOLOGY COMMITTEE ITEMS.PDF](#)  
[RFBA - REFER TO 1-27-21 PERSONNEL COMMITTEE ITEMS.PDF](#)

#### V. TIMED AGENDA ITEMS

**A. 9:02 A.M. BRIAN LUTES, ATTORNEY**

- 1. Have Chairperson And County Administrator Sign Approval Of Appointment And Oath For Ashley Liestman, Assistant County Attorney
- 2. Introduction Of Ashley J. Liestman

Documents:

[AGENDA - JANUARY 19, 2021.PDF](#)

**B. 9:07 A.M. TONY RASMUSON, ASSESSOR**

- 1. The County Board Will Need To Set The Time And Date For The 2021 County Board Of Equalization In Accordance With Minnesota Statute 274.14

Documents:

[RFBA 2021 CBOAE.PDF](#)

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

- 1. Adopt Two Separate Resolutions Related To A Grant Application Through The Transportation Alternatives Program For The Crow River Regional Trail (Phase 2) Trail Construction

- A. Sponsor Agency Resolution
- B. Resolution Agreeing To Maintain Facility

- 2. Adopt A Resolution Authorizing The Parks And Recreation Director To Sign And Enter In An Agreement With The Minnesota Department Of Natural Resources, Related To Reconstruction Of The Fishing Pier Within Schroeder County Park

Documents:

[1\\_19\\_2021 RFBA TAP GRANT RESOULTIONS.PDF](#)

[01\\_19\\_2021 CB RESOLUTION CRRT PHASE 2 TAP GRANT.PDF](#)  
[01\\_19\\_2021 CB RESOLUTION CRRT PHASE 2 TAP GRANT MAINTENANCE.PDF](#)  
[1\\_19\\_2021 RFBA CB AGENDA SCHROEDER FISHING PIER.PDF](#)  
[01\\_19\\_2021 CB RESOLUTION MN DNR SCHROEDER FISHING PIER.PDF](#)  
[FISHING PIER AGREEMENT - WRIGHT COUNTY - CEDAR LAKE - SCHROEDER COUNTY PARK WITH AIS LANGUAGE.PDF](#)

## **VI. ITEMS FOR CONSIDERATION**

### **A. COMMITTEE MINUTES**

Committee Of The Whole Meeting Minutes (1/7/21)  
County Board Workshop Meeting Minutes (1/12/21)

Documents:

[01-07-21 COMMITTEE OF THE WHOLE MINUTES.PDF](#)  
[01-12-21 WRIGHT COUNTY BOARD WORKSHOP MINUTES.PDF](#)

### **B. ADMINISTRATION**

1. Schedule Economic Development Authority (EDA) Meeting
  
1. Approve Amended Resolution Setting County Board Per Diems
  
2. Approve Amended Resolution Setting Per Diems For Appointees To The County Board And Health & Human Services Board Committees, Boards And Commissions

Documents:

[REQUEST FOR BOARD ACTION.PDF](#)  
[AMENDED 21-02.PDF](#)  
[AMENDED 21-03.PDF](#)

### **C. COUNTY BOARD**

1. Cancellation Of One County Board Meeting In March (Five Tuesdays)
  
2. Cancellation Of One County Board Meeting In June (Five Tuesdays)

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

## **VIII. ADJOURNMENT**

## **IX. DECEMBER BUDGET REPORT**

Documents:

[DECEMBER BUDGET AND CIP REPORT FOR BOARD.PDF](#)

## **X. WARRANTS ISSUED**

Documents:

[12-29-20 THRU 01-12-2020 CLIENT WARRANTS ISSUED 174,922.94.PDF](#)  
[12-29-20 THRU 01-12-2020 WARRANTS ISSUED 4,896,197.25.PDF](#)

