



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

**March 16, 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 3-2-21**

Documents:

[3-2-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION - HUMAN RESOURCES**

1. Request Approval And Authorization Of Signatures Of A Memorandum Of Agreement (MOA) To Allow MNPEA, Teamsters Local 320, And Non-Union (Exempt) Employees To Donate Accrued Vacation/PTO Time To Civilian Corrections Officer Jessica Triplet
2. Request Approval And Authorization Of Signature Of A Memorandum Of Agreement (MOA) To Allow WCDA Members To Donate Accrued Vacation Time To Sheriff Deputy Joseph Adams
3. Request Approval Of A Memorandum Of Understanding (MOU) Between The International Union Of Operating Engineers Local 49 And Wright County For Ten Hour Work Days For The Highway, Survey, And Parks Department Staff Members

Documents:

[JESSICA TRIPPLETT SICK LEAVE DONATIONS-MARCH 2021.PDF](#)  
[MOA-JESSICA TRIPPLETT SICK LEAVE DONATION-MNPEA.PDF](#)  
[MOU-TEAMSTERS COURTHOUSE-MARCH 2021.PDF](#)  
[JOSEPH ADAMS SICK LEAVE DONATIONS-MARCH 2021.PDF](#)  
[MOA-JOE ADAMS SICK LEAVE DONATION MARCH 16, 2021.PDF](#)  
[BOARD REPORT MOU-10 HOUR WORK DAY LOCAL 49-MARCH 2021.PDF](#)  
[MOU-TEN HOUR WORK SCHEDULE FOR LOCAL 49-SUMMER WORK HOURS MARCH 2021.PDF](#)

**B. ADMINISTRATION - FINANCE**

1. Approve Budget Adjustment For Administration Of \$2,000 From Operating Supplies To Small Equipment.

01-031-000-0000-6411 Operating Supplies -\$2,000.00  
01-031-000-0000-6480 Small Equipment \$2,000.00

2. Approve The Budget Amendments As Attached

The Land Records Staff Moves To The Recorder's Budget Under A New Program Code 044 (01-101-044). The Recording Of The Mortgage Registration And Deed Tax Will Now Be Collected In The Recorder's Office.

3. Approve Transfer Of \$1,020,000.00 From Fund 34-150-CIP Levy Stabilization Fund To 34-170 CIP Technology Fund

34-150-000-0000-6910 Transfer Out \$1,020,000.00  
34-170-000-0000-5910 Transfer In \$1,020,000.00

4. Acknowledge Warrants Issued Between February 24, 2021 And March 9, 2021 (See Below, Item X. Warrants)

5. Review Monthly Finance Report For February 2021

Documents:

[AGENDA 3-16 CONSENT - RBA ADMIN BUDGET ADJ.PDF](#)  
[AGENDA 3-16 CONSENT - RBA REORG BUDGET ADJ.PDF](#)  
[AGENDA 3-16 CONSENT - RBA TRANSFER TECH TO LEVY STAB.PDF](#)  
[AGENDA 3-16 CONSENT - REORG BUDGET ADJUSTMENT.PDF](#)  
[AGENDA 3-16 CONSENT - RBA WARRANTS ISSUED.PDF](#)  
[AGENDA 3-16 CONSENT -RBA FEBRUARY FINANCE REPORT.PDF](#)  
[AGENDA 3-16 CONSENT - FEBRUARY FINANCE REPORT.PDF](#)

**C. HEALTH & HUMAN SERVICES**

1. Position Replacement
  - A. Office Technician I
  - B. Office Technician II

Documents:

[RFBA HHS 2021-03-16 OTI OFFICE SUPPORT.PDF](#)  
[RFBA HHS 2021-03-16 OTII AFFS-OT.PDF](#)

**D. INFORMATION TECHNOLOGY**

1. Refer To 03/24/2021 Technology Committee:
  - A. Project Updates
    1. CAMA
    2. Admin - Event Scheduler
    3. HHS - Contact Management Center
    4. Admin-Government Center
    5. EDMS - Recorders - Historical Scanning
    6. ERP
  - B. Solution Architect Updates
    1. O365
    2. ECM
  - C. New Project Requests
    1. Attorney MNCIS Court Notice - Document Interfaces
  - D. 2021 Project Summary

2. Approval Of Insight CISCO Quote For Purchase

Documents:

REQUEST FOR BOARD ACTION - TECHNOLOGY COMMITTEE AGENDA  
2021-03-24.PDF  
REQUEST FOR BOARD ACTION - APPROVAL OF INSIGHT CISCO  
PURCHASE 2021-03-16.PDF  
INSIGHT WRIGHT COUNTY- CISCO - QUOTE00413448\_V6.PDF

#### **E. SHERIFF'S OFFICE**

1. Approve And Sign The 2020 Emergency Management Performance Grant (EMPG Grant)
2. Position Backfill: One Deputy FTE Due To A Retirement (*Tabled From March 2, 2021*)

Documents:

REQUEST FOR BOARD ACTION 2020 EMPG.PDF  
GRANT CONTRACT AGREEMENT.PDF  
RFBA BACKFILL.PDF

#### **V. TIMED AGENDA ITEMS**

##### **A. 9:02 A.M. REUBEN PENSKE, HEART IN AMERICA OUTPOST**

##### **B. 9:07 A.M. ALICIA O'HARE, WRIGHT SOIL AND WATER CONSERVATION DISTRICT**

1. Mississippi-Saint Cloud One Watershed One Plan Planning Application
  - A. Resolution To Support Boundary Change
  - B. Resolution To Support Planning Application
  - C. Identify Potential Policy Committee Member
2. South Fork Crow One Watershed One Plan Planning Application
  - A. Identify Potential Policy Committee Member

Documents:

HUC8MAP\_WRIGHT.PDF  
BOUNDARY RESOLUTION EXHIBIT A AND B.PDF  
BOUNDARY RESOLUTION MISS ST CLOUD WRIGHT.PDF  
SUPPORT RESOLUTION MISS ST CLOUD 1W1P WRIGHT.PDF

##### **C. 9:17 A.M. CHAD HAUSMANN, HIGHWAY DEPARTMENT**

1. Award Contract No. 2101, 2021 Pavement Preservation Contract, To Knife River Corporation Of Sauk Rapids, MN. We Recommend Award Of Contract 2101 To Low Bidder Knife River Corp. Of Sauk Rapids, MN In The Amount Of \$7,287,860.38
2. Award The 2021 Seal Coat Contract (Contract No. 2102) To Allied Blacktop Company Of Maple Grove, MN. It Is Recommended To Award The Low Bid To Allied Blacktop Co. Of Maple Grove, MN In The Amount Of \$535,945.15
3. Award The 2021 Pavement Markings Contract (Contract No. 2103) To AAA Striping Service Co. Of Saint Michael, MN. It Is Recommended To Award Contract No. 2103 To AAA Striping Services Co. Of Saint Michael, MN In The Amount Of \$419,800.00

Documents:

[BAR - AWARD CONTRACT 2101 PAVEMENT PRESERVATION.PDF](#)  
[BID ABSTRACT 2101 PAVEMENT PRESERVATION.PDF](#)  
[BAR - AWARD CONTRACT 2102 SEAL COAT.PDF](#)  
[BID ABSTRACT 2102 SEAL COAT.PDF](#)  
[BAR - AWARD CONTRACT 2103 PAVEMENT MARKINGS.PDF](#)  
[BID ABSTRACT 2021 PAVEMENT MARKINGS.PDF](#)

**D. 9:30 A.M. PUBLIC HEARING ON ORDINANCE AMENDMENT 21-2,  
AMENDMENT TO THE SUBDIVISION ORDINANCE**

Documents:

[BOARD AGENDA - MARCH 16, 2021.PDF](#)  
[21-2A AMENDMENT TO SUBDIVISION ORDINANCE.PDF](#)  
[21-2 PROPOSED SUBDIVISION PLAT AMENDMENT.PDF](#)

**VI. ITEMS FOR CONSIDERATION**

**A. COMMITTEE MINUTES**

1. Wright County Board Workshop Meeting Minutes (3/09/21)

Documents:

[3-09-21 WRIGHT COUNTY BOARD WORKSHOP MEETING MINUTES.PDF](#)

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

**VIII. ADJOURNMENT**

**IX. MONTHLY FINANCE REPORT -FEBRUARY**

Documents:

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

**X. WARRANT LISTINGS**

Documents:

[02-24-2021 THRU 03-09-2021 CLIENT WARRANTS ISSUED  
134,137.26.PDF](#)  
[02-24-2021 THRU 03-09-2021 WARRANTS ISSUED 4,411,108.66.PDF](#)