



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

**June 22, 2021**

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

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

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

**A. COUNTY BOARD MINUTES 6-15-21**

Documents:

[06-15-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION - FINANCE**

1. Authorization For The Following Budget Amendments Due To The Receipt Of Several Grants In 2021, Due To COVID-19. Budget Amendments For Small Business Grant Funds, As Follows. This Budget Amendment Is For The 2021 Budget

01-099-484-5327 \$2,733,983.57  
01-099-484-6261 \$23,974.00  
01-099-484-6814 \$2,703,345.00  
01-099-484-6859 \$250.00  
01-099-484-6910 \$6,414.57

American Rescue Plan Act, As Follows:

01-099-493.5449 \$13,439,055.00

2. Approve Budget Amendment And Transfer Of \$306,867 From General Fund To The Capital Improvement Plan Fund (CIP) For The ERP Licenses

01-100-000-0000-6910 Transfer Out \$306,867  
34-170-000-0000-5910 Transfer In \$306,867

3. Acknowledge Warrants Issued Between June 9, 2021 And June 15, 2021 (See Below, Item X. Warrant Listings)

4. Approve A Temporary Liquor License For The Clearwater American Legion Post 323 For An Event On July 17, 2021 Contingent Upon Clearwater Town Board Approval

5. Approve Transfer Of \$64,161.00 From Project Text Message Retention (8202) To Unallocated (8000). This Project Is Now Closed

34-170-000-8000-6600 CIP Budget Unallocated \$64,161.00  
34-170-100-8202-6600 CIP Budget Text Message Retention -\$64,161.00

6. Review Monthly Finance Report For May 2021 (See Below, Item IX. Monthly Finance Report - May)

Documents:

[AGENDA 6-22 CONSENT RBA GRANTS BA.PDF](#)  
[AGENDA 6-22 CONSENT RBA ERP LICENSE TRANSFER.PDF](#)  
[AGENDA 6-22 CONSENT - RBA WARRANTS ISSUED.PDF](#)  
[AGENDA 6-22 CONSENT - RBA CLEARWATER AMERICAN LEGION POST  
TEMP LIQUOR LICENSE.PDF](#)  
[AGENDA 6-22 CONSENT RBA TEXT MESSAGE RETENTION.PDF](#)  
[AGENDA 6-22 CONSENT - RFBA MAY FINANCE REPORT.PDF](#)  
[AGENDA 6-22 MAY REPORT.PDF](#)

## **B. HIGHWAY**

1. Approve Date & Time For Receiving Bids For The Monticello Township Fallon Avenue State Park Road Account (SPRA) Project, SAP 086-600-008
2. Approve The Disposition Of A Rubber -Tire Roller From The Highway Department To The County Fair Board. The Highway Department Will Be Selling Two 13 Wheel Rubber-Tired Rollers (Packers) Due To The Purchase Of Two New Rollers

Documents:

[BAR - APPROVE BID OPENING DATE FALLON AVE - CONSENT.PDF](#)  
[BAR - APPROVE RUBBER TIRED ROLLER TO COUTY FAIR BOARD -  
CONSENT.PDF](#)

## **C. INFORMATION TECHNOLOGY**

1. Position Replacement: IT Business Analyst Position
2. Position Replacement: IT Senior Technical Support Specialist Position
3. Refer To The 06/23/2021 Technology Committee:
  - A. Project Updates
    1. CAMA
    2. Admin - Event Scheduler
    3. Admin - Government Center
    4. SQL Server 2014 Replacement
    5. ERP
    6. Website Redesign
    7. HHS EDMS Collections
  - B. Solution Architect Updates
    1. ECM
  - C. New Project Requests
    1. Emergency Notification System - Everbridge To Rave
    2. Recorder Key Management System
    3. Court Services Limited Zoom Utilization - Fast Track
    4. Convert Workflows From Nintex To MS Power Automate
    5. P&Z Board Mtg Minutes - Voice To Text
    6. Election Learning Management
    7. Admin - Smartsheet Application
  - D. 2021 Project Summary
  - E. CIP Technology Planning
  - F. PPM Solution - Update

Documents:

REQUEST FOR BOARD ACTION - BUSINESS ANALYST 2021-06.PDF  
REQUEST FOR BOARD ACTION - IT SENIOR TECHNICAL SUPPORT  
SPECIALIST 2021-06.PDF  
REQUEST FOR BOARD ACTION - TECHNOLOGY COMMITTEE AGENDA  
2021-06-23.PDF

## **V. TIMED AGENDA ITEMS**

### **A. 9:02 A.M. LEE KELLY, ADMINISTRATION**

1. Introduction Of Assistant County Administrator Holly Wilson

### **B. 9:07 A.M. RYAN KOTILA, ADMINISTRATION - FINANCE**

1. Approve Resolution Accepting Performance Management Grant Application

Documents:

AGENDA 6-22 TIMED RBA PERFORMANCE RESOLUTION, GRANT  
APP.PDF  
AGENDA 6-22 TIMED PERFORMANCE GRANT RESOLUTION.PDF  
AGENDA 6-22 TIMED STANDARD MEASURES FOR COUNTIES.PDF

### **C. 9:09 A.M. VIRGIL HAWKINS, HIGHWAY DEPARTMENT**

1. Approve Agreement No. 21-53 With The City Of Saint Michael For The Construction And Maintenance Of A Mini-Roundabout At The Intersection Of County Road 119 And Jansen Avenue

Documents:

BAR - APPROVE AGREEMENT 21-53 MINI ROUNDABOUT AT CR 119 AND  
JANSEN AVE.PDF  
AGREEMENT 21-53 COUNTRY ROAD 119 AND JANSEN AVE MINI  
ROUNDABOUT.PDF

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

## **VI. ITEMS FOR CONSIDERATION**

### **A. COMMITTEE MINUTES**

1. Committee Of The Whole (06-15-21)
2. Committee Of The Whole (06-16-21)

Documents:

06-15-21 COMMITTEE OF THE WHOLE MINUTES.PDF  
06-16-21 COMMITTEE OF THE WHOLE MINUTES.PDF

### **B. \*WRIGHT COUNTY HISTORICAL SOCIETY**

### **C. \*WRIGHT COUNTY COMMUNITY ACTION**

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

**VIII. ADJOURNMENT**

**IX. MONTHLY FINANCE REPORT - MAY**

Documents:

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

**X. WARRANT LISTINGS**

Documents:

[05-26-2021 THRU 06-08-2021 WARRANTS ISSUED 5,548,716.37.PDF](#)

[06-09-2021 THRU 06-15-2021 CLIENT WARRANTS ISSUED](#)

[118,035.91.PDF](#)

**XI. NOTE**

\*Items Petitioned Onto The Agenda