



**BOARD MINUTES**  
**BOARD OF WRIGHT COUNTY COMMISSIONERS**  
**MARCH 29, 2022**

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

**DATE APPROVED: [DATE]**

**THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD**

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

**COUNTY BOARD MINUTES 03-22-2022**

Commissioner Mark Daleiden moved to approve the County Board minutes from Tuesday, March 22, 2022. The motion was seconded by Commissioner Mike Kaczmarek and carried 5-0.

**AGENDA**

Commissioner Darek Vetsch moved to approve the Agenda as presented. The motion was seconded by Daleiden and carried 5-0.

**CONSENT AGENDA**

Kaczmarek moved to approve the Consent Agenda as presented. The motion was seconded by Daleiden and carried 5-0.

**A. ADMINISTRATION**

1. Approval Of Charitable Gambling Application, Form LG220, 3 Of A Kind, Gambling Premises: Silver Bullet Saddle Club, 17363 County Road 7, Clearwater, MN 55320 (Clearwater Township), Date Of Activity: 7/16/2022
2. Schedule Public Hearing For County Commissioner Districts At 9:30 AM On April 19, 2022

**B. ADMINISTRATION – FINANCE**

1. Approve With State Of Minnesota 2022 Election Security Grant Agreement Accepting Grant Funds Of \$49,098.64 To Be Utilized Towards The Purchase Of OmniBallot Assistive Voting Devices
2. Motion To Approve The Reimbursement Of The American Rescue Plan Act Funds (ARP) As Follows:  
County ARP Funds:  
Approval Of Use Of ARP Funds From 01-099-493-8435-6261  
\$70,828.00 5.11 Water And Sewer-City Of Clearwater
3. Acknowledge Warrants Issued Between March 16, 2022 And March 22, 2022 (See Below, Item IX. Warrants Issued)

**C. ADMINISTRATION – HUMAN RESOURCES**

1. Request Approval Of A Memorandum Of Agreement (MOA) Between MNPEA And Wright County To Allow The Sheriff The Ability To Formalize The Creation Of A Field Training Officer (FTO) Assignment In The Wright County Sheriff's Office For Civilian Corrections Officers
2. Request Approval Of A Memorandum Of Agreement (MOA) Between MNPEA And Wright County To Allow The Sheriff The Ability To Formalize The Creation Of A Field Training Officer (FTO) Assignment In The Wright County Sheriff's Office For Civilian Communications Officers

**D. ATTORNEY**

1. Consent For Expenditures On Forfeiture Funds

**E. HEALTH & HUMAN SERVICES**

1. Approve Lease Agreement Between Wright County And AmeriCorps To Lease An Office To Americorps With HHS

**TIMED AGENDA ITEMS**

**VIRGIL HAWKINS, HIGHWAY DEPARTMENT**

Accept Plant-Mixed Bituminous Hot Mix Bids.

Highway Engineer Virgil Hawkins stated bids were received from four companies: Omann Brothers, Knife River Corp., Duininck Co., and MidMinnesota Hot Mix. Maintenance staff will pick up plant-mixed materials from several bidders throughout the year depending on the locations of county maintenance paving and patching work.

Daleiden questioned if the bid price increased from last year. Hawkins stated the prices are higher but not as high as anticipated.

Vetsch moved to accept the plant-mixed bituminous hot mix bids. The motion was seconded by Daleiden and carried 5-0.

## **ITEMS FOR CONSIDERATION**

### **ADMINISTRATION**

#### Wright County Economic Development Partnership (WCEDP) Lease Agreement

County Administrator Lee Kelly stated the agreement includes the county's standard contract language and has been updated to reflect the new occupancy date. The agreement was discussed at previous meetings. Daleiden questioned where the WCEDP space is in the new Government Center. Kelly responded the first floor, near the county board room.

Kaczmarek stated the AmeriCorps lease agreement was listed on the Consent Agenda. AmeriCorps request 48 gross square-feet of space in a cubicle in the Health & Human Services Department. Kaczmarek stated AmeriCorps will be paying \$19.60 per square foot for the space. Kaczmarek added the WCEDP will be paying approximately \$15 per square foot and will have prime real estate in the building, consisting of two offices, an open office space, storage space and a kitchenette. Kaczmarek stated he is in favor of the WCEDP pay fair market value for the space.

Vetsch stated changing the lease rate would be unprofessional. Kaczmarek stated he has been against the lease agreement from the beginning due to a lack of support from the constituents to offer a deal on the space.

Commissioner Christine Husom asked if Kaczmarek would like to charge AmeriCorps the same rate as the WCEDP. Kaczmarek stated he believes both AmeriCorps and the WCEDP should pay fair market rate. Daleiden stated AmeriCorps will be recruiting volunteers, which will benefit the county. Daleiden stated he does not believe the entities should be charged because of the benefits being brought to the county.

Kaczmarek stated he would like the lease agreements to be fair and consistent. Kelly stated the rate was calculated based on depreciation, interest, and operating costs. Kelly added the county was limited in what could be charged due to the terms of the bonding agreement.

Chief of Civil Division Attorney Greg Kryzer stated if the commissioners wish to make changes to the AmeriCorps contract, it should be done now. Vetsch suggested charging AmeriCorps the same rate as WCEDP, \$15.10 per square foot.

Kaczmarek stated he confirmed with the Finance Department that office space rental in the area is \$19.60 per square foot. Kaczmarek expressed his opposition to the lease agreements due to the lower rate.

Vetsch moved to approve the WCEDP Lease Agreement. The motion was seconded by Daleiden and carried 4-1, with Kaczmarek opposing.

Daleiden moved to rescind the AmeriCorps Lease Agreement that was approved on the Consent Agenda. The motion was seconded by Vetsch and carried 4-1, with Kaczmarek opposing.

Daleiden moved to approve the AmeriCorps Lease Agreement with the modification of the rate to \$15.10 per square foot. The motion was seconded by Commissioner Mary Wetter and carried 4-1, with Kaczmarek opposing.

#### Reschedule April 13, 2022 Personnel Committee Meeting

Kelly stated the Personnel Committee meeting will need to be rescheduled due to conflicts. Kelly suggested rescheduling the meeting for 9 a.m. on Thursday, April 14.

Vetsch moved to approve rescheduling the Personnel Committee Meeting at 9 a.m. on Thursday, April 14. The motion was seconded by Daleiden and carried 5-0.

### **ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

Joint Ditch Committee Meeting. Kaczmarek and Daleiden attended the meeting in Glencoe. A final draft of the agreement will be ready soon. All counties will have identical language regarding joint ditches.

Central Mississippi River Regional Planning Partnership (CMRP). Vetsch attended the meeting. The group discussed narrowing the scope of initiatives and selecting only a few to focus on that will be beneficial. The open house has been postponed.

South Fork One Watershed One Plan Policy Committee. Wetter attended the meeting virtually. Huston Engineering provided information on how to proceed and a timeline. The group wishes to keep the plan streamlined and concise.

Wright County Community Action. Wetter is working with other members to review the bylaws.

University of Minnesota Extension. Emily Hanson has been hired to fill the horticulture position. Hanson will begin in June.

Annandale Basketball. The Annandale Basketball team won the 2A Championship.

Government Center Move. Departments are in the process of moving. The License Center will be closing at 3:00 p.m. on Tuesday, March 29 and will reopen at the new location on Friday, April 1. Kelly encouraged citizens to check the county website for updates or call departments before visiting. County Board meetings will continue to be held at the old Government Center, 10 2<sup>nd</sup> Street NW, through April 19.

The Turn Graduation. Kelly attended the ceremony. There were many success stories. County Attorney Brian Lutes was the keynote speaker.

Regional Crime Lab. An Administrative Assistant position has been approved. There are vacancies in the lab, but quick turnaround times have maintained. There is a grant to purchase a liquid handling robot. September 28 is National Forensic Science Week. A grant has been received to update drug libraries.

Howard Lake – Waverly – Winsted Symposium. Husom attended the event. Seminars were held every 45 minutes. There was a good turnout. Annandale will be hosting a symposium on Thursday, April 7.

Health & Human Services Advisory Committee. The committee toured the second floor of the new Government Center to see where each division is located.

The County Board meeting recessed at 9:32 a.m.

The meeting reconvened at 10:00 a.m.

### **YEARS OF SERVICE RECOGNITION**

The Commissioners recognized employees that have reached years of service milestones between January 1, 2022, and March 31, 2022.

Jason Kramber, Christopher Jahnke, and Nathan Miller were recognized for 25 years of service. Tina Szarke, Christina Klaphake, and Dawn Weed were recognized for 20 years of service. Tessa Matousek, Laurel Smith, Robert Gongoll, Krystal Kramer, Kevin Triplett, Chase Philippi, Adam Lund, Kimberly Cohn, and Nathan Larson were recognized for 15 years of service. Jason Brown was recognized for 10 years of service. Darek Vetsch, Gregory Pickard, Angela Yager, Alexander Willems, Melissa Manke, Seth Hansen, Erin Baker, Bridget McGriff, Elaina Barrett, Jeffrey Davis, and Kiefer Prudhomme were recognized for five years of service.

The meeting adjourned at 10:08 a.m.

County Board Minutes submitted by Elizabeth Clow, Business Analyst.

DRAFT