



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
JULY 26, 2022

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

DATE APPROVED: []

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

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

COUNTY BOARD MINUTES 07-19-2022

Commissioner Christine Husom requested to make a change to her Advisory Board updates. Railroad Safety Week should be changed to Rural Roads Safety Week. Commissioner Michael Kaczmarek requested to make a change on Page 2 under Consent Agenda Item F. He wanted to specify that the savings would have been available until Friday, July 15. Kaczmarek wanted the minutes to reflect that he had requested Information Technology (IT) Director Matthew Fomby run the meeting schedule by the conference management to make the request for the \$600 discount. Kaczmarek also wanted to add a footnote specifying that Fomby had made the inquiry and been able to use the discount.

Kaczmarek moved to approve the County Board minutes from Tuesday, July 19, 2022, with the recommended corrections and additions. The motion was seconded by Commissioner Mark Daleiden. The motion carried 4-0.

AGENDA

Daleiden moved to approve the Agenda. The motion was seconded by Kaczmarek. The motion carried 4-0.

CONSENT AGENDA

Daleiden moved to approve the Consent Agenda. The motion was seconded by Commissioner Mary Wetter. The motion carried 4-0.

A. ADMINISTRATION

1. Approve And Authorize Signatures On WRight Choice Lease Agreement With Court Services And ISD 877 For 2022-2023 School Year.

B. ADMINISTRATION – FINANCE

1. Acknowledge Warrants Issued Between July 13, 2022 And July 19, 2022.

2. Review Monthly Finance Report For May And June 2022.

3. Motion To Approve The Reimbursement Of The American Rescue Plan Act Funds (ARP) As Follows:

County ARP Funds:

Approval Of County Reimbursement Of \$584.73 From 01-099- 493.6910 Transfer Out Into 01-100-493.5910

Transfer In As Follows:

\$584.73 For Administrative Expenses-Staff Costs

Approval Of Use Of ARP Funds From 01-099-493-8433, 8449.

\$282,399.73 5.11 Water And Sewer-City Of Buffalo

\$4,946.55 2.2 Household Assistance-Rent And Utilities

TIMED AGENDA ITEMS

VIRGIL HAWKINS, HIGHWAY DEPARTMENT

Approve MOU - Amendment To Agreement No. 14-52 Between The City Of Monticello And Wright County.

Highway Engineer Virgil Hawkins said the agreement had originally been passed in 2014 and would allow the Block 52 Development and CSAH 75 in Monticello to proceed without making geometric changes.

Daleiden moved to approve a Memorandum of Understanding (MOU) Amendment to Agreement No. 14-52 between the

City of Monticello and Wright County. The motion was seconded by Wetter. The motion passed 4-0.

TYLER WEBSTER, FINANCE - ELECTIONS

Notice Of Public Accuracy Test. Public Accuracy Test Will Be Held On Monday August 1, 2022 In Conference Room 1103.

Elections Manager Tyler Webster announced the Public Accuracy Test for voting equipment would be held in Conference Room 1103 in the Government Center starting at 9 a.m. Monday, August 1. Tests will be performed on the DS450, DS200, and the Omni Ballot. Kaczmarek asked if there was anything different in the process in 2022 versus other years. Webster said there was nothing changed since 2014 and that this test had been open to the public since then as well, even in non-election years.

ALICIA O'HARE, SOIL AND WATER CONSERVATION DISTRICTS

Approval For MOA For The Mississippi River Saint Cloud One Watershed One Plan Planning Process.

Wright Soil and Water Conservation District (SWCD) Water Resource Specialist Alicia O'Hare requested the board sign the Memorandum of Agreement (MOA) for the Mississippi Saint Cloud One Watershed One Plan so SWCD can begin the planning process and receive the grant from the Board of Water and Soil Resources (BWSR). Wetter asked if Assistant County Attorney Greg Kryzer had reviewed the MOA. Kryzer said the MOA had been reviewed by multiple attorneys from Benton, Sherburne, Stearns and Wright counties on at least five occasions. He said he was more than confident that the MOA was ready to be approved.

Wetter moved to approve the MOA for the Mississippi River Saint Cloud One Watershed One Plan planning process. The motion was seconded by Daleiden. The motion passed 4-0.

Approval To The Extend Local Water Management Plan And Resolution.

O'Hare explained that this plan had been written in 2005 and it was intended to extend through 2014 but was pushed to extend through 2017 for the North Fork Crow River. The plan was adopted, and an amendment was made to include the Mississippi-Saint Cloud and the South Fork Crow River. This amendment was extended through the end of 2022. O'Hare's request was to extend the amendment through 2025 to allow for buffer time for the acceptance of new plans which are scheduled for 2024. This would allow the county and the SWCD to apply for competitive funding in the specified areas.

Wetter asked if BWSR would agree to the extension. O'Hare said this extension request was common practice and she had spoken with the SWCD Board Conservationist Steve Christopher, and he had agreed with the proposed timeframe.

Daleiden moved to approve the extension of the Local Water Management Plan and resolution. The motion was seconded by Wetter. The roll call vote was unanimous, Commissioner Darek Vetsch being absent, and the motion passed 4-0.

MATTHEW DETJEN, PARKS & RECREATION

Approve The Findings And Order Accepting Viewers' Reports And Adopting Redetermined Benefits For County Ditch #31.

Agriculture and Drainage Coordinator Matthew Detjen said that both public hearings for the redetermination of benefits for Ditch 31 and Ditch 23 had been held on Tuesday, June 7. At that hearing staff was given direction to look at the damage payments for both ditches which included the acquisition of the buffer strips that are required to be done under drainage law. The Viewer Reports included these findings and updated the numbers for both Ditches 31 and 23.

Kaczmarek noted that there had been discussion back and forth in regard to the value of the land from the County Assessor and that of the real estate market valuation. Detjen said the value was higher than what the viewers had originally had in their report. Detjen said the amount for damage payments per acre increased, but the total damage payment decreased because there was an error in marking the distance of the buffer strip. That was adjusted in the Viewer Report.

Daleiden moved to approve the findings and order accepting Viewers' Reports and adopt redetermined benefits for County Ditch #31. The motion was seconded by Kaczmarek. The roll call vote was unanimous, Vetsch being absent, and the motion passed 4-0.

Approve The Findings And Order Accepting Viewers' Reports And Adopting Redetermined Benefits For County Ditch #23.

Daleiden asked if the findings for Ditch 23 were the same as Ditch 31. Detjen confirmed the findings were the same and said the values increased.

Daleiden moved to approve the findings and order accepting Viewers' Reports and adopt redetermined benefits for County Ditch #23. The motion was seconded by Kaczmarek. The roll call vote was unanimous, Vetsch being absent, and the motion passed 4-0.

MARK KELLOGG, INFORMATION TECHNOLOGY

Overview Of Cisco Live Trip By Attendees.

IT Technical Services Manager Mark Kellogg attended the Cisco Live conference with Senior Systems Engineer Jason Banick. Kellogg said the technology the county had purchased over the years was at the end of its lifespan, and with the purchase of new equipment they were able to attend Cisco Live and understand the county's new technology. He noted that the county was only charged for the hotel stay and the transportation.

Daleiden asked Kellogg to explain what Cisco was. Kellogg said Cisco was the company responsible for the county's networking gear, Wi-Fi connections, firewalls, identity management, location services, and facilitates how the county communicates with the public. Kellogg said he had asked to attend Cisco Live because he had questions about the Cisco Identity Services Engine (ISE) equipment which was the county's identity service, Cisco DNA which was a tracking system, and Wi-Fi capabilities in regard to the guest network.

Banick said one of the sessions he attended was Cisco DNA where he was able to learn how to properly set up and deploy the DNA servers. Another session he attended called "A Thousand Eyes" showed how a product would allow a police officer to see where he or she had previously connected wirelessly. Banick said Cisco Ice provided tips, tricks, and best practices for their products. He thanked the board for the ability to attend the conference as it was a catalyst for new ideas as well as networking. Kellogg noted that that Banick was a Certified Information Systems Security Professional (CISSP) and was required to complete 40 credit hours of continuing education per year and Cisco Live provided him with 20 credit hours.

Presentation Of Hard Hats Award.

Kellogg said in the past three years he had seen Facilities Director Alan Wilczek do some incredible things for the county. There had been three new buildings constructed - the Sheriff's Office Training Center, the Justice Center, and the Government Center. Kellogg was able to get signatures from a range of people who had worked on these projects to include construction staff, commissioners (retired and current) and county leadership who wanted to appreciate his hard work. Kellogg presented the signed hard hat to Wilczek remotely. Kellogg also recognized County Administrator Lee Kelly for his time, dedication, and hard work on these projects and presented him with a signed hard hat. Husom echoed Kellogg's thanks and appreciation for everything Wilczek and Kelly had done for the county, especially in regard to the construction of the new buildings.

YEARS OF SERVICE RECOGNITION

Kelly noted that the county recognizes employees on a quarterly basis in order to keep the recognition closer to the employees' anniversary dates. The current period of recognition was from Friday, April 1 through Thursday, June 30.

Kaczmarek recognized LeeAnn Thimell from Health and Human Services and Nick Carlson from the Highway Department on 35 years of service to the county. Kaczmarek recognized Drew Scherber from the Sheriff's Office on 25 years of service to the county. Kaczmarek recognized Brian Stoll from Court Services and Joleen Miller from the Sheriff's Office on 20 years of service to the county. Daleiden recognized Stacy McCauley from the Attorney's Office, Tarah Huston from the Extension Office, Jessica Nelson and Karen Popken from Health and Human Services, Bruce Bersie from the Highway Department, Tanya West from the Recorder's Office and Joseph Adams, Andrew Minea, and Benjamin Schapp from the Sheriff's Office on 15 years of service to the county. Husom recognized Donald Mingo from Parks and Recreation, Mary Cogley from the Recorder's Office, and Eric Thole from the Sheriff's Office on 10 years of service to

the county. Wetter recognized Jennifer Buske from the Attorney's Office, Jill Nettetstad from Health and Human Services, Christopher Greenwald from Information Technology, Austin Brandjord from Parks and Recreation, and Shawna Athman, Dominic Kaley, Patrick Mabusth, Andrew Wallisch, Jennifer Warhol, Ashlee Weiers, and James Zeglin from the Sheriff's Office on five years of service to the county. Husom thanked the employees for their service to the county and added that employees were the county's most valuable resource.

ITEMS FOR CONSIDERATION - NONE

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

Commissioner Christine Husom

Husom attended the Great River Regional Library (GRRL) Board of Directors meeting and there was a preliminary budget passed which had increased slightly. She said GRRL had an increased youth presence in the Saint Michael Library which had driven Wright County's share up. She said she would pass along the numbers to Kelly in order to take those into account for the 2023 budget. She said she would be attending the Midwest Regional Crime Lab meeting that afternoon after which she would depart for San Antonio, Texas to attend her grandson's Air Force Boot Camp graduation.

Commissioner Mary Wetter

Wetter attended a forum for the County Commissioner candidates in Annandale. She said there was a good crowd but there was no question-and-answer portion of the event, rather it was up to the individuals to ask candidates questions.

Commissioner Michael Kaczmarek

Kaczmarek said the Wright County Fair had been a success and he had attended the fair every day except for one day. The Fair Board would have a review of the attendance numbers at a future meeting. Husom asked if the grandstand events were filled. Kaczmarek said the Fair Board was satisfied with the attendance. Daleiden said he attended the fair on Thursday, July 21 for the Combine and Power Wheels Derby and said it had been a fun event for kids to attend. He also noted that event was well attended. Kaczmarek said he had talked to some individuals who were hoping to attend as many Midwest county fairs as possible and was hoping for some feedback from them. Wetter said she had attended two days and she wanted to commend the departments she saw there, including the Veterans Services, SWCD, County Attorney, Extension Office, Wright County Community Action, Sheriff's Office and other Wright County departments and associations.

County Administrator Lee Kelly

Kelly wanted to thank those who had attended the board meeting to be recognized for their years of service. He pointed out that the county was full of individuals who impacted so many lines of business across the county on a daily basis. He appreciated the opportunity to recognize the individuals behind the county's success. Kelly noted that the county was 105 days from the Enterprise Resource Planning (ERP) go live date on Monday, November 7. Kelly reminded the commissioners that the ribbon cutting for the Community Dental Clinic would be in September 2022.

The meeting adjourned at 9:44 a.m.

County Board Minutes submitted by Laine Stephan, Office Manager.