



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
FEBRUARY 22, 2022

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

DATE APPROVED: MARCH 8, 2022

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

COUNTY BOARD MINUTES 02-15-2022

Commissioner Mark Daleiden moved to approve the County Board minutes from Tuesday, February 15, 2022. The motion was seconded by Commissioner Mary Wetter and carried 5-0.

AGENDA

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

CONSENT AGENDA

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

A. ADMINISTRATION

1. Schedule Employee Of The Year/Group Of The Year Recognition At The County Board Meeting On March 8, 2022 At 10:00 A.M.

B. ADMINISTRATION – FINANCE

1. Acknowledge Warrants Issued Between February 9, 2022 And February 15, 2022 (See Below, Item IX. Warrants Issued)
2. Motion To Approve The Reimbursement Of The American Rescue Plan Act Funds (ARP) As Follows:
County ARP Funds:
Approval Of County Reimbursement Of \$1,035.98 From 01-099- 493.6910 Transfer Out Into 01-100-493.5910 Transfer In As Follows:
\$ 1,035.98 For Administrative Expenses-Staff Costs
Approval Of Use Of ARP Funds From 01-099-493-8428.6261, 01- 099-493-8415.6480 And 01-099-493-8436.6261
\$1,821.00 7.1 Administrative Expenses-Consultant Support
\$6,118.20 1.7 Capital Investment-Customer Flow Management System \$6,492.85 1.10 Mental Health Services
3. Approve Replacement Hire For Full-Time License Center Specialist

C. ATTORNEY

1. Request Approval To Replace A Legal Administrative Assistant

D. HIGHWAY

1. Request To Fill Vacant Highway Sign Tech/Maintenance Worker Hybrid Position. We Have A Vacancy To Fill Due To An Internal Transfer (Sign/Maintenance Hybrid Worker To Maintenance Worker) That Will Take Effect On Monday, February 14, 2022
2. The Highway Department Is Requesting Authorization For The County Administrator And County Engineer To Sign An Agreement With Xcel Energy For Relocation Of Its Transmission Line Facilities. An Xcel Energy Transmission Line Is Being Impacted By The County Highway 37 Reconstruction Project And A Structure, Transmission Line And Anchors Will Need To Be Relocated. The Agreement Estimates The Cost Of The Relocation At \$54,000

TIMED AGENDA ITEMS

SEAN DERINGER, SHERIFF

Sheriff Deringer Would Like To Recognize Captain Annette Habisch-Peterson On Her Upcoming Retirement At The End Of February

Sheriff Deringer stated Captain Annette Habisch-Peterson is the last member of the Sheriff's Office hired by former Sheriff Darrell Wolff. Habisch-Peterson has served the Sheriff's Office for more than 35 years. Habisch-Peterson started was hired as a full-time Deputy in the patrol division in 1988. Throughout her career Habisch-Peterson held several roles including Investigator in the narcotics division, Detective in the Criminal Investigations Division (CID), CID Sergeant, Communications Dispatch Sergeant, and Administrative Lieutenant. Since 2016, Habisch-Peterson has been the CID Captain. Additionally, Habisch-Peterson was a Sheriff's Explorer, matron, worked in the jail and in dispatch, has been part of the Wright County Honor Guard, and part of Minnesota Law Enforcement Memorial Association (LEMA).

Deringer presented Habisch-Peterson with her retirement plaque. Habisch-Peterson thanked her parents, her husband Pete, the rest of her family, past Sheriffs, and coworkers for support over the years.

LINDSEY MEYER, ADMINISTRATION - FINANCE

Approve Amendment To Agreement Between Wright County And Tyler Technologies Originally Dated 4/7/2020 For The Implementation Of A Property Tax Management System

Vetsch questioned if the contract is through Minnesota Counties Computer Cooperative (MnCCC). Finance Director Lindsey Meyer stated the contract is directly with Tyler Technologies.

Daleiden moved to approve the amendment to the agreement between Wright County and Tyler Technologies. The motion was seconded by Vetsch and carried 5-0.

MARC MATTICE, PARKS & RECREATION

Request To Set Date And Time For A Public Hearing Related To Two Outdoor Recreation Grant Applications

Parks & Recreation Operations Manager Bradley Harrington stated there is a \$300,000 grant application with a \$300,000 match from American Rescue Plan (ARP) funds to assist with redevelopment expenses at Schroeder Park planned for 2023. The other is a \$75,000 grant application with a \$125,000 match from ARP funds to assist with purchasing and installing replacement playground equipment at Montissippi Park planned for 2024. Harrington added the applications must be submitted before the end of March.

After discussion, Vetsch moved to schedule a public hearing at 9:30 a.m. at the Tuesday, March 22 board meeting. The motion was seconded by Kaczmarek and carried 5-0.

VIRGIL HAWKINS, HIGHWAY DEPARTMENT

Approve The 2022 Maintenance Agreements For Seven (7) Cities: Elk River, Monticello, Montrose, Waverly, Howard Lake, Maple Lake, And Delano. The Maintenance Agreements With These Cities Specify The Terms Of The County Reimbursement To Each City For Maintenance Services Provided By The Cities On Our Highway System

Daleiden stated he is grateful the cities and county have worked together on these agreements. Kaczmarek stated the cities have already approved the contracts. Highway Engineer Virgil Hawkins stated his department works with each city to determine how snow and ice will be controlled.

Daleiden moved to approve the 2022 Maintenance Agreements for seven cities. The motion was seconded by Vetsch and carried 5-0.

ITEMS FOR CONSIDERATION

ADMINISTRATION

Energy Transition Advisory Committee Appointment

Commissioner Christine Husom stated Rose Thelen has withdrawn her application. Daleiden expressed his support for Vetsch, as he lives in the district and represents the people that will be most affected by the changes. Vetsch stated he has gathered the necessary credentials to apply for the position. Vetsch added he would be honored to serve. Husom added Vetsch has been very involved with Central Mississippi River Regional Planning Partnership (CMRP) and thinks he would do a great job serving on the committee. Kaczmarek stated he thinks it is good to have a commissioner as a representative on the committee.

Daleiden moved to endorse Vetsch's Energy Transition Advisory Committee application. The motion was seconded by Kaczmarek and carried 5-0.

Schedule A Committee Of The Whole Meeting To Review CIP Process Updates And Recommended 2022 CIP Projects

Daleiden moved to schedule a Committee of the Whole meeting at 10:00 a.m. Monday, February 28. The motion was seconded by Kaczmarek and carried 5-0.

Schedule A Broadband Committee Meeting. Suggested Dates: Week Of March 21 Or Week Of March 28

Vetsch moved to schedule a Broadband Committee meeting at 10:00 a.m. Monday, March 28. The motion was seconded by Daleiden and carried 5-0.

Schedule A Closed Session Committee Of The Whole Meeting To Discuss The County Administrator's Performance, Minn. Stat. 13D.05 Subd. 3

Daleiden requested to postpone scheduling a Closed Session Committee of the Whole meeting until the Administration Department is fully staffed. Daleiden stated the commissioners can provide guidance and work with County Administrator Lee Kelly to determine what the future will hold. Husom added Kelly is being pulled in all directions.

Daleiden moved to table scheduling the Closed Session Committee of the Whole meeting. The motion was seconded by Wetter and carried 5-0.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

Minnesota Rural Counties (MRC). Kaczmarek stated there was discussion about a potential of \$200,000 available for broadband from multiple funding sources. Staff should contact the Office of Broadband Development and the Office of Economic Development for more information. MRC initiatives were discussed and Kaczmarek brought up the lack of Driver and Vehicle Services (DVS) available for residents. MRC has some concern but doesn't consider DVS to be an initiative. There are issues getting Commercial Driver's Licenses (CDL). The rule has tightened for farmers; now if farmers drive 150 miles, they are considered commercial drivers.

County Fair Board. The circus is confirmed for this year. There will no longer be fair books, instead there will be an online sponsorship for different events. There is an incentive for grandstand passes if a certain amount is donated. A lot of money was spent on the program books, but it was difficult to evaluate the return. Kids under 17 are eligible for free entry.

Fire Chiefs and Emergency Management. The group is trying to determine how much support there is for a fire training facility and how much money each department will pledge.

Ditch Meeting. Carver, McLeod, and Wright County share a ditch with a percentage assessed to each county. There have been questions with the bids. There is a 40-50 cent an acre difference in price. Carver has not done any big ditch projects. There will be a meeting with both companies that bid to ask for further clarification. The counties need to determine the urgency of the project and if it is possible to wait for a company with a lower rate.

Wellness Committee. The new Government Center location will have walking paths and the poker walk will be held in June. There will be a scavenger hunt and blood drive in March.

Planning Committee. The committee met on Thursday, February 17. The new Planning & Zoning Administrator did well.

Annandale Safe Schools. The group discussed mental health issues among kids and potential services available to provide help as there are not enough providers currently available. The Health & Human Services Department can be contacted if needed.

Mentorship, Education, and Drug Awareness (MEADA). The Drug Free Communities Coordinator recently became the Executive Director of Safe Communities of Wright County. MEADA is looking forward to filling the vacancy. Some initiatives had to be put on hold such as a movie night for the community. There are impactful films like *Talk. They Hear You.*, *Dead on Arrival*, and *Life After You*. There has been discussion of how to use the resources and how to get more kids involved. A grant request was approved for Howard Lake-Waverly-Winsted Public Schools for a forum.

Great River Regional Library (GRRL). There was a presentation of the Dewey Decimal System and how categories and numbers are decided. Some of the categories have changed over the years.

I-94 Coalition. The group is strategizing how to obtain funds from the federal and state level to finish the gap project between Albertville and Monticello as well as finishing the Maple Grove Corridor.

Wright County Economic Development Partnership (WCEDP). Community Planning & Economic Development Director David Kelly gave an update of what is happening in the City of Buffalo. The WCEDP approved a Request for Proposal (RFP) for a five-year marketing contract in efforts to have a greater presence on the web and social media.

Region 7W Transportation. The City of St. Michael's project at 43rd Street & Frankfort Parkway was awarded approximately \$1.2 million in federal funds.

One Watershed, One Plan Policy Committee (South Fork Crow River). The committee discussed the bylaws and made some changes. Huston Engineering was approved to make the plan which will use Board of Water and Soil Resources (BWSR) funds.

Historical Society. The group is proposing to come into the current Government Center while employees are still there to take photos. The group also wants to visit the Recorder's Office to search for deeds. The board voted to remove the Collinwood Cabin at the Fairgrounds. Kaczmarek questioned if there are plans for removing the cabin. Wetter stated auction houses will be contacted.

University of Minnesota Extension. Wetter was on the panel to interview three applicants for the shared horticulture position. A top candidate for the position was selected and will be extended an offer. The position is part-time, 30 hours a week.

Administration Department. Kelly stated interviews continue this week to fill vacant positions.

New Government Center. Kelly stated the Certificate of Occupancy is expected to be received before June 1. County Board meetings will be held in the current Government Center through March. The HealthPartners Clinic is anticipated to open on April 1 with hours extended beyond 8:00 a.m. – 4:30 p.m. Kelly stated approximately 40 of the most common prescriptions will be on hand at the clinic. A construction sign will be at the current Government Center stating the move. There will be communication through social media, the website, and potentially print. A move date has not been set yet.

The meeting adjourned at 9:55 a.m.

County Board Minutes submitted by Elizabeth Clow, Office Manager.