



BOARD AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS

November 16, 2021

Christine Husom, District 1
Darek 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 11-02-2021

Documents:

[11-02-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Schedule Employee Years Of Service Quarterly Recognition For 10:00 A.M. On December 28, 2021
2. Authorize Position Replacement Of Assistant County Administrator

Documents:

[ASST ADMIN POSITION REPLACEMENT.PDF](#)

B. ADMINISTRATION - FINANCE

1. Approve Renewal Of 2021 Tobacco Licenses For:
 - A. DG Retail, LLC DBA Dollar General Store #10460 (Cokato)
 - B. DG Retail, LLC DBA Dollar General Store #15392 (Maple Lake)
 - C. DG Retail, LLC DBA Dollar General Store #16105 (Montrose)
 - D. DG Retail, LLC DBA Dollar General Store #18158 (Rockford)
 - E. DG Retail, LLC DBA Dollar General Store #22351 (Delano)
 - F. Craig Jelen DBA Backyard Liquor, Inc. (St. Michael)
2. Approve A County On-Sale Liquor License Including Sunday Sales For Fountain Hill Winery & Vineyard, LLC For The Period December 1, 2021 Through June 30, 2022
3. Approved Budget Amendment For New Hire Of Deputy Recorder

01-100-000-0000-6199 UNALLOCATED PERSONNEL SERVICES \$(11,544.00)
01-101-000-0000-6260 SOFTWARE SYSTEMS - CAMA (1,000.00)
01-101-044-0000-6106 SOFTWARE SYSTEMS - CAMA 1,000.00
01-101-000-0000-6101 FULL TIME PERSONNEL 7,342.00
01-101-000-0000-6153 COUNTY SHARE INSURANCE 3,090.00
01-101-000-0000-6163 PERA CONTRIBUTIONS 551.00

01-101-000-0000-6162 MEDICARE 106.00
01-101-000-0000-6175 SOCIAL SECURITY 455.00

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

County ARP Funds:

Approval Of County Reimbursement Of \$4,204.74 From 01-100-000-0000-6261 Professional Services Into 01-099-493-8414.6261 Professional Services As Follows:

\$1,821.00 For Administrative Expenses-Staff Costs

\$2,383.74 For 1.8 Other COVID-19 Public Health Expenses- Emergency Paid Sick Leave

Approval Of Use Of ARP Funds As Follows:

\$356.21 7.10 Administrative Support-Consultant Support 01-099-493-8428-6261

\$70,000.00 5.9 Clean Water 01-099-493-8420-6605

5. 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 01-099-493-8429-6410

\$50.58 1.5 PPE And Other Supplies

6. Review Monthly Finance Report For September 2021

7. Acknowledge Warrants Issued Between October 27, 2021 And November 9, 2021
(See Below, Item IX. Warrants Issued)

Documents:

[RFBA - TOBACCO LICENSE RENEWALS.PDF](#)
[RFBA - FOUNTAIN HILL LIQUOR LICENSE.PDF](#)
[RFBA - DEPUTY RECORDER.PDF](#)
[RFBA - ARP FUNDS.PDF](#)
[RFBA - REIMBURSEMENT OF ARP FUNDS.PDF](#)
[RFBA - FINANCE REPORT SEPTEMBER 2021.PDF](#)
[SEPTEMBER MONTHLY REPORT - REVISED.PDF](#)
[2021 FUND BALANCE COMPARISON - SEPTEMBER.PDF](#)
[RFBA - WARRANTS ISSUED.PDF](#)

C. ADMINISTRATION - HUMAN RESOURCES

1. Request Approval Of A Memorandum Of Agreement (MOA) Between The Assistant Wright County Attorney's Association And Wright County To More Clearly Establish The Terms And Conditions Of Employment For Elizabeth Liberato As She Leaves Her Position Of Attorney III To Become The County's Newly Appointed Chief Deputy For The Wright County Attorneys Office
2. Request Approval And Authorization Of Signature Of A Memorandum Of Agreement (MOA) For The County Contributions For The 2022 Health Insurance Plans With The Teamsters, Local No. 320 (Sheriff Essential Supervisory Unit)
3. Request Approval Of A Memorandum Of Agreement (MOA) For The County Contributions For The 2022 Health Insurance Plans With The

Assistant Wright County Attorney's Association

4. Request Approval Of A Memorandum Of Agreement (MOA) For The County Contributions For The 2022 Health Insurance Plans With The Teamsters Local No. 320 (Courthouse)
5. * Request Approval Of A Memorandum Of Agreement (MOA) For The County Contributions For The 2022 Health Insurance Plans With The I.U.O.E. Local 49

Documents:

[MOU - ELIZABETH LIBERATO LEAVE OF ABSENCE - NOVEMBER 16, 2021.PDF](#)
[CHIEF DEPUTY-ATTORNEYS ASSOCIATION MOA-LIBERATO LEAVE OF ABSENCE \(NOVEMBER 16, 2021.PDF](#)
[TEAMSTERS LOCAL 320 \(SHERIFF SUPERVISORY\) 2022 HEALTH INSURANCE MOA-NOVEMBER 16, 2021.PDF](#)
[TEAMSTERS LOCAL 320 SHERIFF ESSENTIAL SUPERVISORY-2022 HEALTH INSURANCE CONTRIBUTIONS MOA- NOVEMBER 16, 2021.PDF](#)
[ATTORNEYS ASSOCIATION 2022 HEALTH INSURANCE MOA-NOVEMBER 2021.PDF](#)
[ASSISANT WRIGHT COUNTY ATTORNEYS ASSOCIATION MOA- INSURANCE BENEFITS-SIGNED 11-3-21.PDF](#)
[TEAMSTERS LOCAL 320 \(COURTHOUSE\) 2022 HEALTH INSURANCE MOA BOARD REQUEST-NOVEMBER 16 2021.PDF](#)
[TEAMSTERS LOCAL 320 \(COURTHOUSE\) 2022 HEALTH INSURANCE MOA.PDF](#)
[RFBA - HEALTH INSURANCE LOCAL 49.PDF](#)
[MOA LOCAL 49.PDF](#)

D. ATTORNEY

1. Approve Memorandum Of Understanding With Rockford Township For Zoning Administration

Documents:

[AGENDA - NOVEMBER 16, 2021.PDF](#)
[ROCKFORD MOU 2021.PDF](#)

E. AG & DRAINAGE

1. Approval Of Payment Application #5 For \$272,467.87, Payment Application #6 For \$149,884.92, And Change Order #4 For \$3,448.00 To Blackstone Contractors, LLC For County Ditch #10

Documents:

[RFBA - PAYMENT APPLICATION 5 AND 6, CHANGE ORDER 4.PDF](#)
[WRIGHT CD 10 PAY APPLICATION 5.PDF](#)
[WRIGHT CD 10 PAY APPLICATION 6.PDF](#)
[WRIGHT CD 10 DITCH CHANGE ORDER 4.PDF](#)

F. HEALTH & HUMAN SERVICES

1. Position Replacement

- A. Social Worker
- B. Social Worker
- C. Public Health Nurse (.8FT)
- D. Case Aide

Documents:

[2021-11-16 RFBA HHS SW CMH YOUTH SERVICES.PDF](#)
[2021-11-16 RFBA HHS SW CP1.PDF](#)
[2021-11-16 PHN .8 HEALTHY CHILDREN AND FAMILY.PDF](#)
[2021-11-16 RFBA HHS CASE AIDE ASSESSMENT SERVICES.PDF](#)

G. HIGHWAY

1. Approve Partial Payment No. 3 In The Amount Of \$24,985.16 To Molnau Trucking, Inc. For The Culvert Contract On County Highways 30, 6, And 5 As Part Of The County Ditch #10 Improvements. Partial Payment No. 3 Includes A Deduction Of \$3,999.00 For Damage Caused To County Street Lighting Conduit By The Contractor's Operations

Documents:

[BAR - APPROVE PARTIAL PAYMENT NO.3 - MOLNAU TRUCKING COUNTY DITCH 10.PDF](#)
[PAY APPLICATION 3 - MOLNAU TRUCKING COUNTY DITCH 10.PDF](#)

H. INFORMATION TECHNOLOGY

1. Refer To 11/24/2021 Technology Committee:
 - A. Project Updates
 1. CAMA
 2. Website Redesign
 3. TeamDynamix
 4. EDMS Recorder Historical Scanning
 5. Admin – Government Center
 6. Admin – Key Management (Facilities)
 7. Admin – Event Scheduler (Qflow)
 8. ERP
 - B. New Project Requests
 1. Land Records Plotter And Scanner
 2. OnBase Projects
 - C. 2021 Project Summary Review
 - D. TeamDynamix Training Plan

Documents:

[REQUEST FOR BOARD ACTION - TECHNOLOGY COMMITTEE AGENDA 2021-11-24.PDF](#)

I. PLANNING & ZONING

1. Accept The Findings And Recommendation Of The Planning Commission For The Following Rezoning Request:

GERALD STOCKHAM - (Silver Creek Township) - The Planning Commission Made A Unanimous Recommendation For Approval Of The Request To Rezone Approximately 40 Acres From AG General Agricultural To A/R Agricultural-Residential

Documents:

[REQUEST FOR BOARD ACTION - RFBA.PDF](#)
[STOCKHAM AFFIDAVIT OF PUBLICATION.PDF](#)
[STOCKHAM TOWNSHIP AND SWCD RESPONSES.PDF](#)
[0930 MIN.PDF](#)
[1028 MIN PRELIM.PDF](#)

V. TIMED AGENDA ITEMS

A. 9:02 A.M. VIRGIL HAWKINS, HIGHWAY DEPARTMENT

1. Set Transportation Committee Of The Whole (TCOTW) Meeting To Discuss Transportation Items. Suggested Dates For The Meeting: Tuesday, November 30th; Wednesday December 1st; Thursday December 2nd; Or The Week Of December 6th

Documents:

[BAR - SET TCOTW MEETING.PDF](#)

B. 9:04 A.M. MARC MATTICE, PARKS & RECREATION

1. Accept Donation By Resolution From The Cedar Lake Conservation Club In The Amount Of \$3,504

Documents:

[RFBA - CEDAR LAKE CONSERVATION CLUB DONATION.PDF](#)
[RESOLUTION - CEDAR LAKE CONSERVATION CLUB DONATION.PDF](#)

C. 9:06 A.M. TANYA WEST, RECORDER

1. Plat Approval.
 - A. Authorize The Recording Of "Indian Lookout 2nd Addition" (Corrina Township).
 - B. Authorize The Recording Of "Hannah's Landing" (Southside Township)

Documents:

[REQUEST FOR BOARD ACTION - RFBANOV2021.PDF](#)
[INDIANLOOKOUTAPPROVAL AND HANNAHSLANDINGAPPROVAL.PDF](#)

D. 9:11 A.M. SCOTT DECKERT, PLANNING & ZONING

1. Review Petition For An EAW Of MBE, Inc., Mining Request (Buffalo Twp.) At Intersection Of State Hwy 25 And County Road 113

Documents:

[RFBA - REVIEW EAW PETITION.PDF](#)
[CITIZENS PETITION TO WRIGHT COUNTY FOR AN EAW AND MATERIAL EVIDENCE.PDF](#)
[PC MINING CUP APPLICATION.PDF](#)
[MBE PROPOSED GRAVEL PIT PETITION TRANSMITTAL LETTER.PDF](#)

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. County Board Workshop (11-9-2021)
2. Personnel Committee Meeting (11-10-2021)
3. Committee Of The Whole (11-10-2021)

Documents:

[11-09-2021 WRIGHT COUNTY BOARD WORKSHOP MINUTES.PDF](#)
[11-10-21 PERSONNEL COMMITTEE MINUTES.PDF](#)
[11-10-21 COMMITTEE OF THE WHOLE MINUTES.PDF](#)

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. WARRANTS ISSUED

Documents:

[10-20-2021 THRU 10-26-2021 WARRANTS ISSUED 1,775,173.66.PDF](#)
[10-20-2021 THRU 10-26-2021 CLIENT WARRANTS ISSUED 167,361.51.PDF](#)
[10-26-21 SECOND HALF 1ST ADVANCEMENT P TAX 18,746,973.51.PDF](#)

X. NOTE

*Item Petitioned On The Agenda