



BOARD AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS

November 30, 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 11-16-2021

Documents:

[11-16-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Approve The Following Grant Applications:
 - A. WCAG-013 County Ditch #22 (\$40,000)
2. Approve The Following Program Request:
 - A. Economic Assistance For Community Dental Care (\$200,000)

Documents:

[RFBA ARP PROGRAMS AND GRANT APPLICATIONS 2021.11.30.PDF](#)
[ADM AMERICAN RESCUE PLAN GRANT APPLICATION - WCAG-013 COUNTY DITCH 22.PDF](#)
[ADM AMERICAN RESCUE PLAN PROGRAM REQUEST - ECONOMIC ASSISTANCE FOR COMMUNITY DENTAL CARE.PDF](#)

B. ADMINISTRATION - FINANCE

1. Requesting County Board Approval, Board Chairperson Signature, And Authorization For Finance Director To Sign The 2021 Audit Engagement Letter
2. Requesting Authorization For Finance Director To Sign The GASB 87 (Lease Accounting) Engagement Letter
3. Authorize County Board Chairman To Sign The Board Ratification Statement Between TriMin Systems - Integrated Financial System (IFS) And MN Counties Computer Cooperative (MnCCC) For Maintenance And Support Of IFS. This Agreement Commits The Participating Member For The Term Of The Contract, January 1, 2022 Through December 31, 2024, And The Financial Obligations Associated With This Agreement
4. Approve Tobacco License For Gregg R. & Susan G. Anderson DBA The

Ugly Bar (Montrose) For The Period November 30, 2021 Through December 31, 2021

5. Approve Renewal Of 2021 Tobacco Licenses For:
 - A. Dooley's Petroleum, Inc. DBA Emma's Express (Albertville)
 - B. Mid-County Coop DBA Mid-County Holiday Of Waverly (Waverly)
 - C. CHD Ventures, LLC DBA Trail's End Pub (Corinna Twp)
 - D. Fleet Farm Wholesale Supply Co, LLC DBA Fleet Farm Fuel (Monticello)
 - E. Fleet Farm Wholesale Supply Co, LLC DBA Fleet Farm (Monticello)
6. Review Monthly Finance Report For October 2021
7. Acknowledge Warrants Issued Between November 10, 2021 And November 23, 2021 (*See Below, Item IX. Warrants Issued*)
8. Motion To Approve The Reimbursement Of The American Rescue Plan Act Funds (ARP) As Follows:
County ARP Funds:
Approval Of County Reimbursement Of \$3,392.53 From 01-099-493.6910 Transfer Out Into 01-100-493.5910 Transfer In As Follows:
\$951.16 For Administrative Expenses-Staff Costs
\$2,441.37 For 1.8 Other COVID-19 Public Health Expenses- Emergency Paid Sick Leave

Approval Of Use Of ARP Funds From 01-099-493-8413.6261 And 01-099-493-8429.6410
\$7,956.50 1.8 Other COVID Public Health Expenses-Community Health Project
\$56.15 1.5 PPE And Other Supplies

Documents:

[RFBA - ANNUAL AUDIT ENGAGEMENT.PDF](#)
[RFBA - LEASE ACCOUNTING ENGAGEMENT LETTER.PDF](#)
[RFBA - BOARD RATIFICATION.PDF](#)
[BOARD RATIFICATION - 2022 TRIMIN CONTRACT.PDF](#)
[TRIMIN CONTRACT THROUGH 2024 - FULLY EXECUTED.PDF](#)
[RFBA - TOBACCO LICENSE THE UGLY BAR.PDF](#)
[RFBA - TOBACCO LICENSE RENEWALS.PDF](#)
[RFBA - MONTHLY FINANCE REPORT FOR OCTOBER 2021.PDF](#)
[MONTHLY OCTOBER REPORT - FINAL REVISED.PDF](#)
[2021 FUND BALANCE COMPARISON - OCTOBER.PDF](#)
[RFBA - WARRANTS ISSUED.PDF](#)
[RFBA - ARP FUNDS.PDF](#)

C. ADMINISTRATION - HUMAN RESOURCES

1. Request Approval And Authorization Of Signature Of A Memorandum Of Agreement (MOA) For The County Contributions For The 2022 Health Insurance Plans With MNPEA (Non-Licensed Essential Sheriff Staff)
2. Request Approval Of A Memorandum Of Agreement (MOA) For The County Contributions For The 2022 Health Insurance Plans With AFSCME (Human Services) Council 65
3. Request Approval Of A Memorandum Of Agreement (MOA) Between

- The Teamsters Local 320 (Courthouse) And Wright County To Address Concerns About The Disclaimer Language In The County's PTO Policy (Section 301) That Was Recently Adopted Due To The Minnesota Supreme Court Decision - Hall V. City Of Plainview
4. Request Approval Of A Memorandum Of Agreement (MOA) Between The Teamsters Local 320 (Courthouse) And Wright County To Allow Full-Time Employees, At The County's Discretion, The Ability To Combine Their Two Daily Paid Fifteen-Minute Breaks And Their Unpaid 30-Minute Lunch Break Into A One-Hour Lunch/Rest Period During The Workday
 5. Approve The 2022 Non-Union Salary Ranges, Effective January 1, 2022

Documents:

RFBA - MNPEA NON-LICENSED ESSENTIAL SHERIFFS STAFF HEALTH INSURANCE MOA.PDF
 2022 MOA MNPEA-WRIGHT COUNTY HEALTH INSURANCE (SIGNED BY UNION).PDF
 RFBA - AFSCME 2022 HEALTH INSURANCE MOA.PDF
 AFSCME COUNCIL 65-2022 INSURANCE BENEFIT MOA-SIGNED BY UNION.PDF
 RFBA - MOA-TEAMSTERS COURTHOUSE-PTO CONCERNS RELATING TO THE HALL V. CITY OF PLAINVIEW CASE.PDF
 MOA-TEAMSTERS COURTHOUSE-WRIGHT COUNTY 11-30-21.PDF
 MOA-1 HOUR LUNCH PERIODS-TEAMSTERS COURTHOUSE NOVEMBER 30, 2021.PDF
 TEAMSTERS LOCAL 320 COURTHOUSE ONE HOUR LUNCH PERIOD MOA-SIGNED BY UNION- NOV 2021.PDF
 RFBA 2022 NON-UNION EMPLOYEE SALARY RANGES.PDF
 2022 WAGE SCALE-NON-UNION GENERAL ADJUSTMENTS.PDF

D. HEALTH & HUMAN SERVICES

1. Accept Community Health Board Grant Project Agreement
 Amendment: Increase From \$746,036.00 To \$1,425,344.00 For Period 2021-04-01 Through 2023-12-31 COVID Response And Vaccine Implementation
2. Position Replacement
 - A. Public Health Nurse

Documents:

2021-11-30 RFBA HHS COVID VACCINE GRANT AMENDMENT SIGNATURE AUTHORIZATION.PDF
 2021-04-01 - 2023-12-31 COMMUNITY HEALTH BOARD GRANT AGREEMENT AMENDMENT - COVID RESPONSE.PDF
 BUDGET AMENDMENT FORM 2022-PH COVID IMPLEMENTATION.PDF
 2021-11-30 RFBA HHS PHN HEALTH CHILDREN AND FAMILY SERVICES.PDF

E. HIGHWAY

1. The Highway Department Is Requesting Authorization For The County Administrator To Sign Lease Agreements For The Following Three Properties That Will Be Owned By The County: PID #114-010-002050, PID #114-010-001090 And PID #114-010-001070. Wright County Will Be

Purchasing Three Properties Due To The Reconstruction Of CSAH 19 (Main St.), From Chestnut Avenue To Ash Avenue, In St. Michael

2. In Accordance With The Wright County Financial Policies & Procedures, Due To The Dollar Amount, The Highway Department Is Requesting Authorization For Signatures On A Purchase Agreements For The Following Three Properties: PID #114-010-002050, PID #114-010-001090 And PID #114-010-001070. CSAH 19 (Main St.), From Chestnut Avenue To Ash Avenue, Is Proposed To Be Reconstructed During The 2022 Construction Season. Due The Close Proximity Of The Existing Homes To The Roadway, The Reconstruction Of CSAH 19 Will Require The Highway Department To Purchase The Entire Properties

Documents:

[BAR - CSAH 19 LEASE AGREEMENTS CONSENT.PDF](#)
[PARCEL 5 - HURSH - SIGNED LEASE AGREEMENT.PDF](#)
[PARCEL 9 - STEFFENS - SIGNED LEASE AGREEMENT.PDF](#)
[PARCEL 10 - WELCH - SIGNED LEASE AGREEMENT.PDF](#)
[BAR - CSAH 19 PURCHASE AGREEMENTS - CONSENT.PDF](#)
[PARCEL 5 - HURSH - SIGNED PURCHASE AGREEMENT.PDF](#)
[PARCEL 9 - STEFFENS - SIGNED PURCHASE AGREEMENT.PDF](#)
[PARCEL 10 - WELCH - SIGNED PURCHASE AGREEMENT.PDF](#)

F. INFORMATION TECHNOLOGY

1. Refer To The December 8th, 2021 Personnel Committee A Discussion Of The IT Business Solutions Manager And IT Technical Services Manager Positions

Documents:

[REQUEST FOR BOARD ACTION - REFER TO THE PERSONNEL COMMITTEE 2021-12-08.PDF](#)

G. PLANNING & ZONING

1. Review Of County Feedlot Program Delegation Agreement Work Plan. Grant Funding For This Work Plan Was Authorized By Commissioner Mark Daleiden September 28, 2021

Documents:

[2022 - 2023 REQUEST FOR BOARD ACTION - WORK PLAN REVISED.PDF](#)
[2022 - 2023 DELEGATION AGREEMENT WORK PLAN.PDF](#)

V. TIMED AGENDA ITEMS

A. 9:02 A.M. ALICIA O'HARE, WRIGHT SOIL AND WATER CONSERVATION DISTRICT

1. Adopt A Resolution Accepting A Donation Of Three CD3 Units, And Authorizing Signatures On Agreements, Leases And Other Pertinent Documents Related To The Implementation

Documents:

[11_30_2021 CB AGENDA SWCD CD3 UNITS.PDF](#)
[RESOLUTION - SWCD CD3 UNITS.PDF](#)
[LEASE AGREEMENT FOR ANNANDALE_CITYSIGN.PDF](#)

B. 9:07 A.M. VIRGIL HAWKINS, HIGHWAY DEPARTMENT

1. Approval Of A Condemnation Resolution For The Unsigned Parcels Of Right Of Way On CSAH 19, From Chestnut Avenue To Ash Avenue, In St. Michael. SP 086-619-035. The Acquisition Of Highway Right-Of-Way For CSAH 19, From Chestnut Avenue To Ash Avenue, In The City Of St. Michael, Involves 11 Parcels. As Of 11-23-2021, There Remains 7 Unsigned Parcels, With Additional Meetings/Negotiations Continuing

Documents:

[BOARD ACTION REQUEST CSAH 19 CONDEMNATION.PDF](#)
[RESOLUTION - CONDEMNATION OF CSAH 19 PARCELS.PDF](#)
[RESOLUTION EXHIBIT A - CONDEMNATION OF CSAH 19 PARCELS.PDF](#)

C. 9:10 A.M. MATT TREICHLER, SHERIFF'S OFFICE

1. Resolution To Accept The 2022 Toward Zero Death (TZD) Enforcement Grant From The MN Office Of Traffic Safety
2. Schedule A Committee Of The Whole Meeting To Discuss; Continue The Conversation Of Recruiting, Hiring And Retaining Sheriff's Office Staff; SRO Contract Rate: Jail Medical Provider

Documents:

[RFBA 11-30-2021.PDF](#)
[RESOLUTION TZD 2022.PDF](#)
[GRANT.AGREEMENT-WRIGHT.PDF](#)

D. 9:15 A.M. LINDSEY MEYER, ADMINISTRATION - FINANCE

1. Approve The Purchase Of 48 OmniBallot Assistive Voting Devices At A Cost Of \$206,348.00
2. Approve Resolution 'Approving Wright County's Application For Funding From The Voting Equipment Grant (VEGA-3)' For Upgrading Assistive Voting Technology

Documents:

[AGENDA TIMED 11-30 RBA OMNIBALLOT ORDER.PDF](#)
[AGENDA TIMED 11-30 OMNIBALLOT ORDER FORM.PDF](#)
[AGENDA TIMED 11-30 RBA VEGA-3 GRANT APPLICATION.PDF](#)
[AGENDA TIMED 11-30 RESOLUTION VEGA-3 GRANT APP.PDF](#)
[AGENDA TIMED 11-30 VEGA-3 GRANT APPLICATION.PDF](#)

E. 9:21 A.M. ELIZABETH KARELS, ADMINISTRATION

1. Adopt Resolution Approving Submittal Of A Grant Application To The

State Of Minnesota For The Wright County Dental Care Facility

Documents:

[RFBA DENTAL CLINIC RESOLUTION.PDF](#)
[RESOLUTION APPROVE GRANT APPLICATION FOR DENTAL CLINIC.PDF](#)

F. 9:25 A.M. PUBLIC HEARING FOR COURT ORDERED ABATEMENTS, 413 COBURN AVENUE NW, CHATHAM TOWNSHIP

Documents:

[AGENDA - NOVEMBER 30, 2021 - GREG K..PDF](#)
[2021 ASSESSMENT RESOLUTION.PDF](#)
[ASSESSMENT ROLL FOR 2021 AND INVOICES.PDF](#)

G. 9:30 A.M. PUBLIC HEARING FOR TOBACCO ORDINANCE AMENDMENT 21-4

Documents:

[TOBACCO-ORDINANCE-AMENDMENT-21-4.PDF](#)

H. 9:40 A.M. PUBLIC HEARING TO DISCUSS CHANGES TO THE FEES FOR SERVICE SCHEDULE

Documents:

[2021 WRIGHT COUNTY FEE SCHEDULE PROPOSED CHANGES.PDF](#)
[AFFIDAVIT OF PUBLICATION.PDF](#)

I. 9:50 A.M. GREG KRYZER, ATTORNEY

1. Approve Findings And Order That A Discretionary Environmental Assessment Worksheet Is Required For The MBE Gravel And Sand Mine

Documents:

[AGENDA - NOVEMBER 30, 2021 - GTK.PDF](#)
[RESOLUTION ORDERING EAW ON MBE GRAVEL AND SAND MINE.PDF](#)

J. 9:55 A.M. MARC MATTICE, PARKS & RECREATION

1. Adopt Two Separate Resolutions Related To A Grant Application Through The Transportation Alternatives Program For The Crow River Regional Trail (Phase 2) Trail Construction
 - A. Sponsor Agency Resolution
 - B. Resolution Agreeing To Maintain Facility

Documents:

[11_30_2021 CB AGENDA TAP GRANT RESOLUTIONS.PDF](#)
[11_30_2021 CB RESOLUTION CRRT PHASE 2 TAP GRANT.PDF](#)
[11_30_2021 CB RESOLUTION CRRT PHASE 2 TAP GRANT MAINTENANCE.PDF](#)

[11_30_21 CB SEGMENT B DETAIL PHASE 2 MAP.PDF](#)

K. 12:00 P.M. CLOSED SESSION TO DISCUSS PENDING LITIGATION

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Broadband Committee (11-16-2021)

Documents:

[11-16-21 BROADBAND COMMITTEE MINUTES.PDF](#)

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. WARRANTS ISSUED

Documents:

[11-10-2021 THRU 11-23-2021 WARRANTS ISSUED 2,649,289.71.PDF](#)

[11-19-21 FLEET CARD 21,227.31.PDF](#)

[11-10-2021 THRU 11-23-2021 CLIENT WARRANTS ISSUED
305,812.99.PDF](#)

[11-19-21 PROCUREMENT CARD 78,586.62.PDF](#)

X. NOTE

- 10:30 A.M. Transportation Committee Of The Whole