



BOARD AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS

December 14, 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 11-30-2021

Documents:

[11-30-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Authorize The Posting Of The Request For Proposal (RFP) Documents For The Construction Of The Dental Clinic Space. The Procurement Method Will Be Sealed Bids, And The Project Delivery Method Will Be Design-Bid-Build, Best-Value
2. Approve The Following Grant Applications:
 - A. CITY-002 Clearwater Watermain Looping (\$70,828)
 - B. HWY-001 Otsego Maintenance Shop Expansion (\$1,600,000)

Documents:

[RFBA DENTAL CLINIC CONSTRUCTION RFP.PDF](#)
[RFBA ARP GRANT APPLICATIONS 2021.12.14.PDF](#)
[ADM AMERICAN RESCUE PLAN GRANT APPLICATION - HWY-001 OTSEGO MAINTENANCE SHOP EXPANSION.PDF](#)
[ADM AMERICAN RESCUE PLAN GRANT APPLICATION - CITY-002 CITY OF CLEARWATER.PDF](#)

B. ADMINISTRATION - FINANCE

1. Acknowledge Warrants Issued Between November 24, 2021 And December 7, 2021 (*See Below, Item IX. Warrants Issued*)
2. Approve Renewal Of 2022 Tobacco Licenses For:
 - A. Midwest Investment, LLC DBA Mini Mart #13 (Maple Lake)
 - B. Madigan's Pub & Grill DBA Madigan's Pub & Grill (Maple Lake)
 - C. JCGH, LLC DBA Napa Valley Liquors (Otsego)
 - D. Ske, Inc. DBA H&H Sport Shop (Maple Lake)

3. Approve A 2022 Tobacco License For Super Tobacco 2, LLC DBA Delano Tobacco (Delano)
4. Motion To Approve The Reimbursement Of The American Rescue Plan Act Funds (ARP) As Follows:

County ARP Funds:

Approval Of County Reimbursement Of \$4,503.57 From 01-099-493.6910

Transfer Out Into 01-100-493.5910 Transfer In As Follows:

\$658.89 For Administrative Expenses-Staff Costs

\$3,844.68 For 1.8 Other COVID-19 Public Health Expenses- Emergency Paid Sick Leave

Approval Of Use Of ARP Funds From 01-099-493-8428.6261

\$1,972.70 7.1 Administrative Expenses-Consultant Support

Documents:

[RFBA - WARRANTS ISSUED.PDF](#)

[AGENDA CONSENT 12-14 RBA TOBACCO LICENSE RENEWALS.PDF](#)

[AGENDA CONSENT 12-14 RBA TOBACCO LICENSE SUPER TOBACCO 2 LLC.PDF](#)

[RFBA - ARP FUNDS.PDF](#)

C. ADMINISTRATION - HUMAN RESOURCES

1. Request Approval Of A Memorandum Of Agreement (MOA) For The County Contributions For The 2022 Health Insurance Plans With The Wright County Deputies Association (WCDA)
2. Request Approval And Authorization Of Signature Of A Memorandum Of Agreement (MOA) To Allow Wright County Deputy Association (WCDA) And Non-Union Employees To Donate Accrued Vacation/PTO Time To Sheriff Deputy Paul Fladung
3. Request Approval And Authorization Of Signature Of A Memorandum Of Agreement (MOA) To Allow I.U.O.E. Local 49 Members To Donate Accrued PTO Time To Sheriff Deputy Paul Fladung
4. Request Approval And Authorization Of Signature Of A Memorandum Of Agreement (MOA) To Allow Teamsters Local 320 (Courthouse) Members To Donate Accrued PTO Time To Sheriff Deputy Paul Fladung

Documents:

[WCDA 2022 HEALTH INSURANCE MOA-DECEMBER 2021.PDF](#)

[WRIGHT COUNTY DEPUTY ASSOCIATION-HEALTH INSURANCE MOA \(SIGNED BY UNION\).PDF](#)

[PAUL FLADUNG-VACATION LEAVE DONATION-DECEMBER 2021.PDF](#)

[PAUL FLADUNG \(WCDA\)-VACATION LEAVE DONATION MOA DECEMBER 2021.PDF](#)

[PAUL FLADUNG-PTO LEAVE DONATION-LOCAL 49-DECEMBER 2021.PDF](#)

[INTL UNION OF OP ENG LOCAL 49-WRIGHT COUNTY PAUL FLADUNG MOA-DEC 2021 \(SIGNED BY UNION\).PDF](#)

[PAUL FLADUNG-PTO LEAVE DONATION-TEAMSTERS COURTHOUSE DECEMBER 2021.PDF](#)

[PAUL FLADUNG-TEAMSTERS COURTHOUSE PTO DONATION-DECEMBER 2021-\(SIGNED BY UNION\).PDF](#)

D. AG & DRAINAGE

1. Approve Request To Back Fill The Open Agricultural And Drainage Inspector Position

Documents:

[12-14-2021 CB AGENDA AG AND DRAINAGE POSITION REPLACEMENT.PDF](#)

E. HEALTH & HUMAN SERVICES

1. Approve Two-Year Renewal For Period 2022-01-01 To 2023-12-31 Michelle E. Muller Contract To Provide County-Funded Professional Guardianship And/Or Conservatorship Services For Individuals Under The Jurisdiction Of The Wright County District Court - No Changes
2. Refer To Personnel Committee - 1FT CADI Waiver Social Worker
3. Position Replacement
 - A. Office Technician I
 - B. Eligibility Specialist
 - C. Eligibility Specialist
 - D. Social Worker (.5FT)
 - E. Health Promotion Coordinator

Documents:

[2022-2023 MICHELE MULLER CONSERVATORSHIP-GUARDIANSHIP SERVICES CONTRACT RENEWAL.PDF](#)
[2021-12-14 RFBA HHS MICHELLE MULLER CONTRACT SIGNATURE AUTHORIZATION.PDF](#)
[2022-12-14 REFER TO PC COMMITTEE 1 FTE CADI WAIVER SOCIAL WORKER.PDF](#)
[STAFF REQUEST AND BUDGET AMENDMENT FORM 2022 - SS SW - WAIVER CM.PDF](#)
[2021-12-14 RFBA HHS OTI.PDF](#)
[2021-12-14 RFBA HHS ELIGIBILITY SPECIALIST AFFS OT.PDF](#)
[2021-12-14 RFBA HHS ELIBILITY SPECIALIST AFFS OT.PDF](#)
[2021-12-14 RFBA HHS SW.5FT ASSESSMENT.PDF](#)
[2021-12-14 RFBA HP COORDINATOR.PDF](#)

F. INFORMATION TECHNOLOGY

1. Approve Purchase In The Amount Of \$355,435.61 To Insight For NetApp Storage
2. Approve The Contracting Of A Project Manager

Documents:

[RFBA - INSIGHT.PDF](#)
[INSIGHT - NETAPP QUOTE.PDF](#)
[REQUEST FOR BOARD ACTION - RFBA PM.PDF](#)
[ONDEMAND_SOW_ERP_TONY_2022 JANUARY INITIAL.PDF](#)

G. PLANNING & ZONING

1. Planning Commission And Board Of Adjustment Appointments
 - A. Reappoint Jan Thompson - (First District) For A Three-Year Term On The Planning Commission
 - B. Reappoint Dan Mol - (At Large) For A Three-Year Term On The Planning Commission
 - C. Reappoint Dan Mol - (Second District) For A Three-Year Term On The Board Of Adjustment

Documents:

[12-14 COUNTY BOARD AGENDA REQUEST PC - BOA MEMBER 2022 APPTS.PDF](#)

V. TIMED AGENDA ITEMS

A. 9:02 A.M. BRIAN LUTES, ATTORNEY

1. Have Chairperson And County Administrator Sign An Approval Of Appointment And Oath For Rachel E. Pence, Assistant County Attorney
2. Introduction Of Rachel E. Pence, Assistant Wright County Attorney, To The Board

Documents:

[RFBA - PENCE.PDF](#)

B. 9:07 A.M. *JOHN BOWEN, ATTORNEY

1. Approve Resolution Certifying Delinquent Utility Amounts For A Property Located In Rockford Township, Wright County, Minnesota

Documents:

[AGENDA - DECEMBER 14, 2021 - JOHN BOWEN.PDF](#)
[RESOLUTION RE SEWER CHARGES.PDF](#)

C. 9:12 A.M. MARC MATTICE, PARKS & RECREATION

1. Take Action On Parks Commission Recommendation, Authorizing The Parks And Recreation Department To Apply For Three Grants Offered Through The MN DNR Local Grants Program:
 - A. Outdoor Recreation Grant: This Will Be A \$300k Grant Application/Request With A \$300k Match From ARP Funds. This Would Be Used To Assist With Redevelopment Expenses At Schroeder Park Planned For 2023
 - B. Outdoor Recreation Grant: This Is A \$75k Grant Application/Request With A \$125,00K Match From ARP Funds. This Would Be Used To Purchase And Install Replacement Playground Equipment At Montissippi Park Planned For 2024
 - C. Conservation Partnership Collaboration: This Is A \$50k Grant Application/Request With A \$5k In-Kind Match From

County Labor Forces. This Would Be Used To Continue Invasive Buckthorn Management At Bertram Chain Of Lakes Regional Park

Documents:

[12-14-2021 CB AGENDA PARKS COMMISSION MINUTES.PDF](#)
[11.08.2021 PC MINUTES.PDF](#)

D. 9:17 A.M. GREG KRYZER, PLANNING & ZONING

1. Adopt Resolution To Approve A Clean Water Partnership Loan Application. Funding To Provide Low Interest Loans To Wright County Residents To Upgrade Non-Compliant Subsurface Sewage Treatment Systems (SSTS)

Documents:

[RFBA - RESOLUTION.PDF](#)
[RESOLUTION - SSTS LOW INTEREST LOAN.PDF](#)
[RESOLUTION - PROJECT SPONSOR AND LOAN SPONSOR.PDF](#)

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Personnel Committee (11-24-2021)
2. Technology Committee (11-24-2021)
3. Committee Of The Whole (11-29-2021, 10 A.M.)
4. Personnel Committee (12-08-2021)
5. Committee Of The Whole (11-29-2021, 9 A.M.)

Documents:

[11-24-21 PERSONNEL COMMITTEE MINUTES.PDF](#)
[11-24-21 TECHNOLOGY COMMITTEE.PDF](#)
[11-29-21 \(10 AM\) COMMITTEE OF THE WHOLE MINUTES.PDF](#)
[12-08-21 PERSONNEL COMMITTEE MINUTES.PDF](#)
[11-29-21 \(9 AM\) COMMITTEE OF THE WHOLE MINUTES.PDF](#)

B. RESOLUTIONS SETTING ELECTED OFFICIALS SALARY

1. Approve Resolution Setting The County Attorney's Salary For 2022
2. Approve Resolution Setting The County Board's Salary For 2022
3. Approve Resolution Setting The Sheriff's Salary For 2022

Documents:

[RESOLUTION - COUNTY ATTORNEY.PDF](#)
[RESOLUTION - COMMISSIONERS.PDF](#)
[RESOLUTION - SHERIFF.PDF](#)

C. RESOLUTIONS SETTING THE 2022 BUDGET AND PROPERTY TAX LEVY

Documents:

[REQUEST FOR BOARD ACTION TEMPLATE - AS OF DEC 14.PDF-2.PDF-REVISED.PDF](#)
[RESOLUTION - ADOPTION OF BUDGET.PDF](#)
[RESOLUTION - PROPERTY TAX RESOLUTION.PDF](#)

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. WARRANTS ISSUED

Documents:

[11-24-2021 THRU 12-07-2021 WARRANTS ISSUED 5,206,831.28.PDF](#)
[11-24-2021 THRU 12-07-2021 CLIENT WARRANTS ISSUED 189,268.74.PDF](#)
[12-01-21 SECOND HALF DISTRIBUTION P TAX 41,499,391.67.PDF](#)
[11-29-21 2015A, 2016A, 2019C, 2017A, 2018A, 2019A, 2019B, 2019C BOND PAYMENT 8,865,883.13.PDF](#)

X. NOTE

- 11:00 AM Committee Of The Whole Meeting
- 1:00 PM Committee Of The Whole Meeting

*Item Removed From Agenda