



BOARD AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS
December 28, 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 12-21-2021

Documents:

[12-21-21 WRIGHT COUNTY BOARD MEETING MINUTES.PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION - FINANCE

1. Acknowledge Warrants Issued Between December 15, 2021 And December 21, 2021 (*See Below, Item IX. Warrants Issued*)
2. Review Monthly Finance Report For November 2021
3. Approve 2022 Tobacco Licenses For:
 - A. City Of Monticello DBA Hi-Way Liquors (Monticello)
 - B. 4-Way Liquors, LLC DBA 4-Way Liquors (Cokato)
 - C. Monticello Smoke Shop, Inc. DBA Monti Smoke Shop (Monticello)
 - D. O'Brothers, Inc. DBA O'Brothers Wine & Spirits (Montrose)

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

Approval Of Use Of ARP Funds From 01-099-493-8429.6410 And 01-099-493-8415-6261

\$201.71 1.5 PPE And Other Supplies

\$2,805.00 1.7 Capital Investments-Customer Flow Management System

5. Motion To Approve The Estimated Transfers From The General Fund To The Attached County Ditch Accounts, Total \$1,680,585.99 To Cover 2021 Year-End Deficit Balances As Allowed By MS103E.655, Subd 2.:

General Ditch \$125,124.58, Ditch 2 \$219.67, Ditch 3 \$9,905.30, Ditch 4 \$78.79, Ditch 5 \$512.51, Ditch 7 \$2,815.70, Ditch 8 \$419.13, Ditch 10 \$1,144,614.20, Ditch 12 \$1,072.04, Ditch 13 \$40,949.11, Ditch 14 \$512.85, Ditch 16 \$21,520.39, Ditch 17 \$689.71, Ditch 18 \$17,866.45, Ditch 19 \$19,901.48, Ditch 20 \$33,353.48, Ditch 22 \$51,926.08, Ditch 23 \$7,120.71, Ditch 24 \$1,346.24, Ditch 26 \$49.00, Ditch 28 \$636.86, Ditch 29 \$5,815.10, Ditch 30 \$5,773.52, Ditch 31 \$84,696.04, Ditch 34 \$300.75,

Ditch 35 \$2,103.08, Ditch 38 \$37,968.47, Ditch 41 \$590.34, Joint Ditch 1 \$2,905.83, Joint Ditch 3 \$4,981.94, Joint Ditch 11 \$2,033.18, Joint Ditch 14 \$23,615.16, Joint Ditch 20 \$71.00, Joint Ditch 15 \$6,220.87, County Ditch 36 \$3,264.43, And Joint Ditch 36 \$19,612.

Motion To Approve The Advances From The General Fund To The Following Negative Accounts, Total \$240,000.00 To Cover 2021 Year-End Deficit Balances. Historian \$15,000.00, Soil And Water \$125,000.00 And Trust And Agency Fund-Tax Forfeiture/Court Ordered Clean-Up \$100,000.00.

Estimated Amounts Could Change

Documents:

[RFBA - WARRANTS ISSUED.PDF](#)
[RFBA - NOVEMBER FINANCE REPORT.PDF](#)
[MONTHLY NOVEMBER REPORT - FINAL.PDF](#)
[2021 FUND BALANCE COMPARISON - NOVEMBER.PDF](#)
[RFBA - TOBACCO LICENSE RENEWALS.PDF](#)
[RFBA - ARP FUNDS.PDF](#)
[RFBA - ADVANCES TO OTHER FUNDS.PDF](#)

B. ADMINISTRATION - HUMAN RESOURCES

1. 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 Technical Support Specialist (TSS) Brian Hilden

Documents:

[BRIAN HILDEN-PTO LEAVE DONATION-LOCAL 49-DECEMBER 2021.PDF](#)
[BRIAN HILDEN-MOA PTO LEAVE DONATIONS-SIGNED BY LOCAL 49-DEC 2021.PDF](#)

C. AG & DRAINAGE

1. Approval Of Payment Application #7 For \$196,457.64 To Blackstone Contractors, LLC For County Ditch #10

Documents:

[RFBA_CD 10_BLACKSTONE PAY APP 7_12_28_2021.PDF](#)
[20449 WRIGHT CD 10 PAY APPLICATION 7.PDF](#)

D. HEALTH & HUMAN SERVICES

1. Position Replacement
 - A. Social Worker
 - B. Office Technician II

Documents:

[2021-12-28 RFBA HHS OTII OFFICE SUPPORT.PDF](#)

E. HIGHWAY

1. Approve Partial Payment No. 4 In The Amount Of \$143,173.76 To Molnau Trucking, Inc. For The Culvert Contract On County Highways 30, 6, And 5 As Part Of The County Ditch #10 Improvements
2. Request To Fill Vacant Highway Maintenance Superintendent Position

Documents:

[BAR - APPROVE PARTIAL PAYMENT NO.4 - MOLNAU TRUCKING COUNTY DITCH 10.PDF](#)
[WRIGHT CD 10 CULVERTS - PAY APPLICATION 4.PDF](#)
[12.28.2021.VACANT.HWY.MAINT.SUPER.CONSENT.PDF](#)

F. PARKS & RECREATION

1. Authorize Signatures On 2022 Park Caretaker Agreement With Green View Inc

Documents:

[12-28-21 CB AGENDA ITEM GREEN VIEW CONTRACT 2021.PDF](#)
[2022 GREENVIEW CONTRACT.PDF](#)

G. PLANNING & ZONING

1. Accept The Findings And Recommendations Of The Planning Commission For The Following Request To Rezone:
 - A. Estate Development Corporation - (Franklin Twp.) A Unanimous Recommendation To Approve Rezoning. The Commission Finds That The Criteria In Section 155.059 Of The Wright County Code Of Ordinances Are Met, The Plan Will Meet The Requirements For Common Open Space As Regulated In 155.059 (I), And The Town Board Has Approved. Therefore, The Commission Recommends To The County Board Approval Of The Rezoning As The Property Is Shown On The Concept Plan Completed By Otto Associates Dated 10/20/2021 From AG General Agriculture To A/R Agricultural-Residential And A Rural Planned Unit Development District Because The Request Meets The Intent Of The Land Use Plan, There Is Similar Development In The Area And The Town Board Approves
2. Board Of Adjustment Appointment
 - A. Reappoint Dan Vick (Fifth District) For A Three-Year Term On The Board Of Adjustment

Documents:

[1228 REQUEST FOR BOARD ACTION - ESTATE DEVELOPMENT CORP.PDF](#)
[1228 ESTATE DEV. MINUTES.PDF](#)
[1228 ESTATE DEV. PLAN.PDF](#)

[1228 ESTATE DEV. STATEMENT.PDF](#)
[1228 ESTATE DEV. TWP. RESPONSE.PDF](#)
[1228 ESTATE DEV. AFFIDAVIT.PDF](#)
[1228 BOA APPOINTMENT - DAN VICK.PDF](#)

H. SHERIFF'S OFFICE

1. Position Backfill:
 - A. One Corrections FTE
 - B. One Technical Application Specialist FTE

Documents:

[RFBA 12-28-21 CA.PDF](#)

V. TIMED AGENDA ITEMS

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

1. Approve Agreement No. 21-57 With The City Of Delano For The Construction And Maintenance Of Intersection Improvements Along County Highway 30 And Darrow Ave SE

Documents:

[BAR - APPROVE AGREEMENT 21-57 CITY OF DELANO CSAH30 DARROW.PDF](#)
[AGREEMENT 21-57.PDF](#)

B. 9:05 A.M. LEE KELLY, ADMINISTRATION

1. Approve Flaherty And Hood Proposal For 2022 Legislative Services

Documents:

[FLAHERTY AND HOOD 122821.PDF](#)
[F H WRIGHT COUNTY 2022 LEGISLATIVE PROPOSAL.PDF](#)

C. 10:00 A.M. YEARS OF SERVICE RECOGNITION

Documents:

[YEARS OF SERVICE \(OCTOBER 1, 2021 - DECEMBER 31, 2021\).PDF](#)

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Approve Restructuring Of Administration Department

Documents:

[RFBA ADMINISTRATION RESTRUCTURING.PDF](#)
[MEMO RE ADMIN DEPARTMENT RESTRUCTURING.PDF](#)

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. WARRANTS ISSUED

Documents:

[12-15-2021 THRU 12-21-2021 WARRANTS ISSUED 2,134,951.41.PDF](#)
[12-15-2021 THRU 12-21-2021 CLIENT WARRANTS ISSUED](#)
[136,901.32.PDF](#)

X. NOTE

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