



BOARD WORKSHOP MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS

JUNE 13, 2023

DATE APPROVED : JUNE 20, 2023

Tina Diedrick
Darek Vetsch
Jeanne Holland
Nadine Schoen
Michael Kaczmarek

District 1
District 2
District 3
District 4
District 5

Members Present:	Darek Vetsch, Jeanne Holland, Nadine Schoen, Michael Kaczmarek, Tina Diedrick
Others Present:	Lee Kelly, Greg Kryzer, Clay Wilfahrt, Marc Mattice, Lindsey Meyer, Heather Lemieux, Matt Detjen, Luke Johnson, Jolene Foss, Elizabeth Karels, Matt Fomby, Steve Jobe, Bob Hiivala, Sean Deringer

Commissioner Darek Vetsch opened the meeting at 9:00 a.m.

I. Schedule Meetings as Needed

Vetsch asked to add items to the ongoing Administration project list.

- Committee of the Whole (COTW) Household Hazardous Waste; timeline next six months
- COTW- Marijuana Ordinances; timeline next three months
- Gun Law Informational Meeting
- Planning and Zoning 101 for Townships timeline next six months

RECOMMENDATION: Informational only. No meetings to be scheduled in the immediate future.

II. Legislative Updates

Vetsch said that the current legislative session is over. The amendment to the bonding bill for the Dental clinic has been approved and the Torrens process is complete. Project Administration is currently working on the necessary steps to secure funds from the bonding bill.

A small change was made to the homestead exclusion that was not aligned with the county board's ask. The county will ask for continued lobbying during the next session for larger changes to be made to the homestead exclusion.

RECOMMENDATION: Informational only

III. Water Resource Management Options

Agriculture and Drainage Coordinator Matt Detjen spoke on the benefits of creating a watershed district, specific to the county ditch system. The county has had water issues outside of the county ditch authority and has not had the ability to take any corrective action or pay for repairs.

Civil Chief Greg Kryzer said that Wright County has the ability to keep the watershed district within the jurisdiction of the county, using all natural boundaries. Vetsch said that a watershed district would allow for repairs within the system without having to redetermine benefits of the ditch system. Assistant County Administrator Marc Mattice said that the watershed district would be a 103B, which would allow for levying of projects with the potential to deal with current issues that currently do not have funding.

The watershed district would have an independent board. It would consist of five members, including representation from the cities and townships within the watershed district.

Vetsch said that the next step would be to establish the general boundary and create a steering committee. The committee would consist of members from the cities and townships within the boundary to discuss some of the constraints due to water, what the board should look like and funding for the next five years. Once determined, the proposal would be submitted to the Minnesota Board of Water and Soil Resources (BWSR) and Kryzer said BWSR will be looking for large community support.

RECOMMENDATION: Define a boundary for the potential watershed district and create a steering committee.

IV. ERP Project Update

Finance Director Lindsey Meyer said that an Enterprise Resource Planning (ERP) analysis was conducted by Project Administration to determine issues currently being had by users of the ERP system in order to understand current challenges, identify recommendations to solve current challenges and provide input to ERP Phase II.

Meyer said that in the findings from the department head surveys, employees know who their point of contact is within the Finance Department. From the staff outreach interviews, 27 themes were identified, and categorized into high, medium or low impact. The themes were then assessed for impact and effort needed to address. Of the 27 themes, 25 are currently being worked on, focusing on efforts with high impact and not necessarily high effort.

RECOMMENDATION: Informational Only

V. Telecommunication Analysis Update

Assistant County Administrator Clay Wilfahrt presented to the board findings from the Project Administration's telecommunications analysis report. Wilfahrt said that the Project Administration team looked at current systems and gave recommendations to ensure the phone system works as it should. A major item is that the county is charged long distance to call area codes 320, 507 and 218 in the state of Minnesota while using a land line. This same long-distance charge is not incurred while using a cell phone. Commissioner Nadine Schoen asked about the option to switch from land lines to cell phones to avoid long distance charges, or to use a cell phone when needing to call long distance.

Project Administration had a list of recommendations, including contracting with SpyGlass Group LLC to do an audit of telecommunications systems. There was little interest from the board to contract with SpyGlass, as it recently had a contract in the last three years. Information Technology (IT) Director Matt Fomby suggested an internal audit could be done, similar to the fax audit currently being executed by Project Administration.

RECOMMENDATION: Design a process to identify the county's need for cell phones and land lines, including alternatives to traditional long-distance calling.

VI. Wright County Economic Development Partnership Audit

Wright County Auditor/Treasurer Bob Hiivala conducted an independent audit of the Wright County Economic Development Partnership (WCEDP). In the audit, 18 items categorized as financial, or compliance were investigated with one recommendation as a result. Hiivala recommends that a member of the county board or a Wright County employee review WCEDP's annual budget, financial trends, and other high-level financial data to understand the well-being of the organization. Hiivala also noted that at one point the WCEDP had exceeded the FDIC insured amount in one bank and recommended as a best practice to not exceed this amount. This has since been resolved.

RECOMMENDATION: Informational Only

The meeting adjourned at 10:40 a.m.

County Board Workshop Minutes submitted by Caitlin Chovan, Administration Office Manager