



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
Tuesday, November 7, 2023
DATE APPROVED: November 21, 2023

Tina Diedrick, District 1
Darek Vetsch, District 2
Jeanne Holland, District 3
Nadine Schoen, District 4
Michael Kaczmarek, District 5

The Wright County Board met in regular session at 9:00 A.M. with Diedrick, Vetsch, Holland, and Schoen present.

Present and responding to roll call were the following:

Board of Commissioners:	Tina Diedrick
	Jeanne Holland
	Darek Vetsch
	Nadine Schoen

Absent

Board of Commissioners:	Michael Kaczmarek
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I. PLEDGE OF ALLEGIANCE

II. MINUTES - DISPENSE WITH READING, APPROVE AS WRITTEN/REVISED

A. Approve Minutes from the County Board Meeting (10-17-2023)

B. Approve Minutes from the Personnel Committee (10-17-2023)

C. Approve Minutes from the Personnel Committee (10-24-2023)

Commissioner Tina Diedrick moved to collectively approve the County Board and Personnel Committee meeting minutes. The motion was seconded by Commissioner Nadine Schoen. The motion passed 4-0 with Commissioner Mike Kaczmarek absent.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

III. REVIEW & APPROVAL OF AGENDA

Chief of Civil Greg Kryzer said that the Attorney's Office would like to petition a timed item regarding approval to hire a temporary employee. Commissioner Darek Vetsch said this item would be added as timed Item F at 9:28 a.m.

Diedrick moved to approve the agenda with the listed additional item. The motion was seconded by Commissioner Jeanne Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

IV. CONSENT AGENDA

Schoen moved to approve the consent agenda. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

A. ADMINISTRATION

1. Authorize Staff to Sign a Letter Declining the Use of County Tax Abatement for the Larson Building Project in Buffalo.
2. Authorize Signatures on City Law Enforcement Contracts with Otsego

B. FINANCE & TAXPAYER SERVICES

1. Motion to Approve the Reimbursement of the American Rescue Plan (ARP) Act Funds as Follows:
Approval of Use of ARP Funds From 01-099-493-8467
\$3,205.25 5.11 Drinking Water Transmission & Distribution- City of Buffalo
\$6,745.78 5.19 Last Mile Projects-Broadband- City of Buffalo
\$5,500.00 2.26 Education Assistance-Senior Community
2. Approve the Seasonal Use (November 1, to April 1) of County Vehicle for the Highway Maintenance Supervisors.
3. Approve Renewal of 2024 Tobacco Licenses For:
Emma's Express
The Original Tom Thumb
Casey's General Store # 3601
Casey's General Store # 2412
Casey's General Store # 2156
Casey's General Store # 1647
Walmart # 3624
Coborn's Marketplace # 2047
Coborn's Marketplace # 2029
Coborn's Marketplace # 2008
Coborn's # 2028
Coborn's Express # 2047
Coborn's Liquor # 6034
Coborn's Liquor # 6038
Little Dukes- Albertville
Little Dukes- Clearwater
Cash Wise Liquor # 7043
Riverview Liquorette
Lake Region Coop Oil Assoc.- Cokato
Lake Region Coop Oil Assoc.- Maple Lake

4-Way Liquors
Hi-Way Liquors
Don's Auto Service & Repair, Inc.
BP Gas Station
Jack's of Cokato Inc.
Albertville Tobacco and Vapor Inc.

4. Motion to Approve Attached Budget Amendments for September 2023 (BA58 - BA67)
5. Approve New Tobacco Licenses For:
Holiday Stationstore # 2746546
6. Acknowledge Warrants Issued Between October 11 Through October 31, 2023.

C. HIGHWAY

1. Approve Memo of Understanding (MOUs) with the Cities of Albertville, Cokato, Waverly, and Cokato Township for the Storage and/or Purchase of Salt for the 2023/2024 Snow and Ice Control Season.
2. Approve Agreement No. 23-54 Between the City of Monticello and Wright County for the Improvements to County Highway 75 (East Broadway Street) Planned for 2024 Construction.
3. Approve MOU/Amendment to Agreement 22-53 between the City of Monticello and Wright County for the 2023 Improvements to County Highway 75 (Broadway Street West).
4. Authorize County Administrator and County Board Chair to Sign Professional Engineering Services Agreement with WSB & Associates, Inc for Design of Reconstruction of CR 137 from I-94 to Marx Avenue in Cities of Albertville and Otsego.

D. HUMAN RESOURCES

1. Request Approval and Authorization of Signature of Memorandum of Agreement (MOA) for the County Contributions for the 2024 Health Insurance Plans with Teamsters, Local 320 (Courthouse Unit).
2. Request Approval of a Memorandum of Agreement (MOA) for the County Contributions for the 2024 Health Insurance Plans with the Wright County Deputies Association (WCDA).
3. Request Approval and Authorization of Signature of a Memorandum of Agreement (MOA) for the County Contributions for the 2024 Health Insurance Plans with the International Union of Operating Engineers, Local No. 49.
4. Request Approval and Authorization of Signature of a Memorandum of Agreement (MOA) for the County Contributions for the 2024 Health Insurance Plans with AFSCME Employee Council No. 65.

E. RECORDER

1. Township Plat Approval for the Plat of Betzler Addition Located in Silver Creek Township

F. SHERIFF

1. Requesting Board Approval and Board Chair Signature on the 2024-2025 Radiological Emergency Preparedness (REP) Grant

V. TIMED AGENDA ITEMS**A. 9:05 AM- SEAN DERINGER, SHERIFF**

1. Sheriff Deringer Would Like to Recognize Six Citizens for Their Life-Saving Actions in Several Events That Took Place in Wright County in 2023.

Sheriff Sean Deringer said that he would like to recognize six citizens for their life-saving actions in several events that took place in Wright County in 2023. Deringer recognized Josh Reed, Adam Bumgarner, Alex Johnson, Todd Walock, Joshua Walock, Clayton Laney, and Paul Nolden, all of whom played a direct role in saving another person's life in Wright County this year.

B. 9:20 AM- MATT TREICHLER, SHERIFF

1. Resolution to Approve the 2024 MN Department of Public Safety Traffic Enforcement Grant (\$47,300)

Chief Deputy Matt Treichler said that Wright County has been awarded this grant for more than 10 years. The grant provides reimbursement for the specific enforcement of DWI, distracted driving, speed, seatbelt, and move-over laws.

Holland moved to adopt a resolution to approve the 2024 Minnesota Department of Public Safety traffic enforcement grant. The motion was seconded by Schoen. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

C. 9:23 AM- CHAD HAUSMANN, HIGHWAY

1. Approve Resolution Requesting Variance from Standard State Aid Operation for Franklin Township Bridge Replacement Project (Eastwood Avenue) Replaces Previous Resolution. Minnesota Department of Transportation (MnDOT) Needs a Small Edit to Ensure Variance Approval.

Highway Engineer Virgil Hawkins presented for Assistant Highway Engineer Chad Hausmann and said that this resolution was previously approved and MnDOT is looking for a small edit to ensure variance approval.

Holland moved to adopt a resolution requesting variance from standard state aid operation for the Franklin Township bridge replacement project. The motion was seconded by Schoen. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

D. 9:24 AM- VIRGIL HAWKINS, HIGHWAY

1. Approve Cooperative Maintenance Agreement No. PW 48-73-23 with Hennepin County and Pass Accompanying Resolution Regarding Bridge Maintenance Responsibilities for Three (3) Bridges Located on the Wright/Hennepin County Line.

Hawkins said that this request is replacing a previous five-year agreement and will be in effect from January 2024 to December 2028.

Holland moved to adopt a resolution approving a cooperative maintenance agreement with Hennepin County regarding bridge maintenance responsibilities located on the Wright/Hennepin County Line. The motion was seconded by Diedrick. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

E. 9:27 AM- ELIZABETH KARELS, PROJECT ADMINISTRATION

1. Approve Resolution Claiming November 15, 2023, as National GIS Day in Wright County

Project Administrator Elizabeth Karels said that Geographical Information System (GIS) Day was first celebrated in 1999, but this is the first year that Wright County is looking to officially recognize a dedicated day for GIS.

Diedrick moved to adopt a resolution claiming November 15, 2023, as National GIS Day in Wright County. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

F. 9:28 AM- BRIAN LUTES, ATTORNEY

1. Approval to Hire a Temporary Employee

County Attorney Brian Lutes said that the Attorney's Office is seeking approval to hire a temporary employee as an interim replacement to supplement the office. A current employee is going to be on leave for up to 12 weeks and this position provides a service that is statutorily mandated. A person with extensive experience providing the mandated service reached out to the Attorney's Office about a part-time opportunity and this person would be an ideal, experienced fit to fulfill the temporary need. The request will have a neutral impact on the personnel budget.

Diedrick moved to approve the hiring of a temporary employee. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

G. 9:30 HEALTH & HUMAN SERVICES

1. HEALTH & HUMAN SERVICES CONSENT AGENDA

Diedrick moved to approve the consent agenda. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

- i. Approve HHS Advisory Committee (HHSAC) Two-Year Term Reappointment:
 - 1. Linda Antl, District 1 - Second Term Ends 01-13-2024
- ii. Approve Opioid Settlement Advisory Council Appointment:
 - 1. Chad Miller, Outreach Social Worker II, Represents HHS; Chad Miller Replaces Kaylyn Sayen
 - 2. Remove Kaylyn Sayen, Social Worker II, HHS

With the removal of Kaylyn Sayen and addition of Chad Miller, OSAC has 23 members
- iii. Approve \$118,853 Children's Mental Health Screening Grant for Period 01-01-2024 Through 12-31-2024.

2. HEALTH & HUMAN SERVICES TIMED AGENDA

- i. Adopt Resolution HHS 23-10 - Accept September Donation

Diedrick moved to adopt a resolution accepting the September donation. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

- ii. Recognize the HHS Employee of the Month for November

MnCHOICES Assessment Social Worker Amanda Wilson was recognized as the Health & Human Services (HHS) Employee of the Month for November.

- iii. Overview of HHS Debt Collection Process

Business Manager Jim O'Dell gave an overview of the HHS collections activities process. O'Dell said that the collections process in HHS involves the systematic effort to recover outstanding debts related to healthcare services, social assistance programs, or other HHS-administered services. A summary of the collections process steps includes identification of debts, notification, payment arrangements, legal action, garnishment/liens, and repayment/resolution. HHS collects debts for both Wright County and the State of Minnesota, acting as the state's

fiduciary agent. O'Dell said that there is a delicate balance of what is best for a family that owes a debt. For instance, if the debt was a result of out-of-home placement and the family has been reunited, the debt may be forgiven as the family tries to get back on its feet.

O'Dell said that Wright County's debt revolves around fees assessed for county services and that county policy is followed for collecting those debts. The collections revenue year-to-date is \$1.8 million, which does not include child support, and a majority of that goes back to the state. Approximately \$270,000 has been collected for Wright County-specific debts so far in 2023.

iv. Presentation: Adoption Update

Social Services Manager Michelle Miller gave an update on adoption in Wright County. Miller said that recently the subject of child protection has been in the media. There is criticism in all aspects of child protection and the lack of information shared makes it appear that child protection is not working to do what is in the children's best interest.

Miller said that using year-to-date numbers, the estimated number of child protection reports received for 2023 is estimated to be 2,400, the investigations completed is estimated to be 728 and the open child protection management cases is estimated to be 117. Miller said that while the number of reports and open cases remain relatively stable, child protection is serving more children and families in its assessment area and keeping more children with their families. The percentage of protection cases that result in adoption for 2023 is estimated to be 4 percent, which is the same as 2022, and down from 6 percent in 2019-2021.

v. HHS Director Comments

HHS Director Jami Goodrum said that the Department of Human Services has split and created a Department of Children, Youth and Families that will be established July 1, 2024.

Wright County received an additional \$29,746 from the National Opioid Abatement Trust.

Funding that Public Health received for emergency response during the COVID pandemic has been offered an extension through 2025. Wright County has approximately \$840,000 in unspent funds of the original \$1.4 million.

The waitlist for MnCHOICE assessments has been diminished. Currently, there are approximately 75 people on the waiting list. Face-to-face home visits will be required as of November 1, 2023, increasing travel time. Goodrum said that HHS's goal will be to have less than a couple dozen cases on a waitlist at any given time going forward. HHS

has five assessors and five reassessors using the new 2.0 tool and the remaining staff will begin using the tool in January 2024. There are currently still concerns with the 2.0 tool and the concerns are being relayed to the state office.

H. 9:50 AM- LINDSEY MEYER, FINANCE & TAXPAYER SERVICES

1. Denial of Tobacco License for Monti Tobacco LLC (213 Pine Street, Monticello, MN 55362)

Kryzer said that in review of the application, the distance calculated to the Monticello Community Center is 942 feet, which does not meet the ordinance requirement of being at least 1,000 feet from a youth-oriented facility.

Holland moved to adopt a resolution denying the tobacco license for Monti Tobacco. The motion was seconded by Schoen. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

I. 9:55 AM-MARC MATTICE, ADMINISTRATION

1. Schedule a Committee Of The Whole for December 12, 2023, Following The Meeting of The County Board of Commissioners With MPCA.

A Committee of the Whole- Minnesota Pollution Control Agency (MPCA) has been scheduled for 10:30 a.m. Tuesday, December 12.

Schoen moved to schedule a Committee of the Whole- MPCA. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

2. Schedule a Committee Of The Whole for December 14, 2023, at 10:00 a.m. to Review Household Hazardous Waste Programming for Problem Materials

A Committee of the Whole- Household Hazardous Waste (HHW) has been scheduled for 10:00 a.m. Thursday, December 14.

Schoen moved to schedule a Committee of the Whole- HHW. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

3. Appoint Two Commissioners to Assist With the Design of the Household Hazardous Waste Facility

Kaczmarek and Holland have been appointed to the HHW Design Committee.

Diedrick moved to appoint Kaczmarek and Holland to the HHW Design Committee. The motion was seconded by Schoen. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Schedule a Committee of the Whole to Discuss 2024 Salary for County Sheriff and County Attorney

A Committee of the Whole to discuss the 2024 salary for the County Sheriff and the County Attorney was set for 10:00 a.m. Monday, November 20.

Schoen moved to schedule a Committee of the Whole-County Sheriff and County Attorney salary. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

2. Schedule Meeting with Legislators- Suggested Date December 7, 2023.

A Committee of the Whole- Legislative Priorities was set for 3:00 p.m. Thursday, December 7.

Holland moved to schedule a Committee of the Whole- Legislative Priorities. The motion was seconded by Schoen. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

3. Refer Items to the November 14 Workshop

Vetsch said that he would like to give an update on the Central Mississippi Regional Partnership. County Administrator Lee Kelly said that he would like to discuss the advisory board committees.

B. COMMITTEE RECOMMENDATIONS

1. Approve and Adopt Recommendations from the October 17, 2023 Personnel Committee of the Whole

Vetsch said that recommendation four regarding adding a position should be removed.

Schoen moved to approve and adopt the recommendations from the October 17 Personnel Committee with the above-listed modification. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

2. Approve and Adopt Recommendations from the October 24, 2023 Personnel Committee

Holland moved to approve and adopt the recommendations from the October 24 Personnel Committee. The motion was seconded by Holland. The motion passed 4-0.

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

VII. ADJOURNMENT

The meeting was adjourned at 10:10 a.m.

VIII. WARRANTS ISSUED**A. Warrants Issued**

