



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS

Tuesday, December 19, 2023
DATE APPROVED: JANUARY 2, 2024

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, Schoen, and Kaczmarek present.

Present and responding to roll call were the following:

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

I. PLEDGE OF ALLEGIANCE

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

Commissioner Michael Kaczmarek moved to collectively approve the county board and committee meeting minutes with additions to the County Board Meeting- Evening Budget (12-07-2023) and the County Board Meeting (12-12-2023). The motion was seconded by Commissioner Nadine Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

A. Approve Minutes from the Committee of the Whole- Legislative Discussion (12-07-2023)

B. Approve Minutes from the County Board Meeting- Evening Budget (12-07-2023)

Kaczmarek said that he would like to include the following statement in response to Pierre Raisanen's complaint regarding response of the Sheriff's Office and fire departments to a particular incident:

"Kaczmarek referred Raisanen to the Sheriff's Office and the local fire departments to discuss the use of resources at a particular incident."

C. Approve Minutes from the County Board Meeting (12-12-2023)

Kaczmarek said that he would like to include the following sentence as stated by County Administrator Lee Kelly regarding Item A4:

“Per the agreement with Community Dental, the county board can raise the lease rate by \$4 per square foot and Community Dental can challenge this rate increase if it chooses.”

D. Approve Minutes from the Committee of the Whole- Minnesota Pollution Control Agency (12-14-2023)

III. REVIEW & APPROVAL OF AGENDA

Kaczmarek said that he would like to add the topic of fairness of assessed benefits to county ditches. Commissioner Darek Vetsch said that this topic could be added to Timed Agenda Item A1, Review 2024 Legislative Services Proposal from Flaherty & Hood, to be included in the legislative services contract.

Kaczmarek moved to approve the agenda with the addition to Timed Item A1. The motion was seconded by Commissioner Jeanne Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

IV. CONSENT AGENDA

Commissioner Tina Diedrick said that she would like to pull Item B7, “Approve the Estimated Transfers from the General Fund to the County Ditch Accounts”, and Item D1, “Planning Commission and Board of Adjustment Appointments”, to provide clarity.

Kaczmarek moved to approve the Consent Agenda, with the removal of Items B7 and D1. The motion was seconded by Diedrick. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

A. ADMINISTRATION

1. Approve Signatures on City Law Enforcement Contract with Hanover

B. FINANCE & TAXPAYER SERVICES

1. Motion to Approve the Reimbursement of the American Rescue Plan (ARP) Act Funds as Follows:
County ARP Funds:
Approval of County Reimbursement of \$1,706.90 from 01-099-493.6910 Transfer Out into 01-100-493.5910 Transfer In as follows:
\$1,706.91 for Administrative Expenses-Staff Costs
Approval of Use of ARP Funds from 01-099-493-000
\$300,000.00 5.9 Clean Water: Nonpoint Source- Pulaski Lake Improvement District

2. 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
\$779,815.00 5.1 Centralized Wastewater Treatment-City of St. Michael
\$14,204.00 5.9 Clean Water: Nonpoint Source- County Ditch #31 Side Inlets
3. Approve Renewal of 2024 Tobacco Licenses For:
One Stop Smoke Shop
Olson's Truck Stop
4. Approval of Tobacco Renewal for Backyard Liquor 101 Central Avenue East, St. Michael
5. Approve Renewal of Tobacco Licenses for Walgreens (Monticello) and Walgreens (St. Michael)
6. Approval of an Additional Change Fund for Health and Human Service Public Health 60+ and Healthy Foot Care Clinics from \$0 to \$200.00
- *7. Motion to Approve the Estimated Transfers from the General Fund to the Attached County Ditch Accounts, Totaling *\$1,871,142.57 to Cover 2023 Year-End Deficit Balances as Allowed by MS103E.655, Subd 2.
General Ditch \$136,954.68
Ditch 2 \$219.67
Ditch 3 \$10,876.19
Ditch 4 \$85.63
Ditch 5 \$512.51
Ditch 7 \$8,357.73
Ditch 8 \$419.13
Ditch 10 \$1,010,246.55
Ditch 12 \$1,072.04
Ditch 13 \$50,125.07
Ditch 14 \$512.85
Ditch 16 \$21,520.39
Ditch 17 \$689.71
Ditch 18 \$19,318.93
Ditch 19 \$20,360.45
Ditch 20 \$26,809.34
Ditch 22 \$42,161.82
Ditch 23 \$51,998.20
Ditch 24 \$1,379.43
Ditch 25 \$18.87
Ditch 26 \$49.00
Ditch 28 \$636.86
Ditch 29 \$5,815.10
Ditch 30 \$21,683.09
Ditch 31 \$239,830.30
Ditch 34 \$300.75
Ditch 35 \$2,103.08
Ditch 38 \$50,311.64
Ditch 41 \$590.34
Joint Ditch 1 \$3,656.09
Joint Ditch 3 \$5,840.97
Joint Ditch 4 \$578.42

Joint Ditch 11 \$20,333.23
 Joint Ditch 14 \$56,466.80
 Joint Ditch 20 \$71.00
 Joint Ditch 35 \$127.87
 County Ditch 36 \$40,566.40
 Joint Ditch 36 \$18,541.77

*Estimated Amounts Above Could Change Based on the Final Days of the Year.

8. Acknowledge Warrants Issued Between December 6, 2023 and December 12, 2023.

C. HEALTH & HUMAN SERVICES

1. Approve Functional Industries, Inc. Plan to Combine It's Facility's Site Licensure from Two Sites to One Site and to Merge It's SEEK and DREAM Programs in Preparation of Elimination of the Sub-Minimum Wage Legislation.

D. PLANNING & ZONING

1. Planning Commission and Board of Adjustment Appointments
 1. Reappoint Pat Mahlberg (District 2) for a Three-Year Term on the Wright County Planning Commission (Term to Expire December 31, 2026)
 2. Reappoint Sandy Greninger (District 3) for a Three-Year Term on the Wright County Planning Commission (Term to Expire December 31, 2026)
 3. Reappoint Bob Neumann (District 1) for a Three-Year Term on the Wright County Board of Adjustment (Term to Expire December 31, 2026)
 4. Appoint Russell Greninger (District 3) for a Three-Year Term on the Wright County Board of Adjustment (Term to Expire December 31, 2026)

E. PROJECT ADMINISTRATION

1. Authorize Board Chair to Sign Restrictive Covenant for the Real Property Located at 3650 Braddock Ave. NE, Buffalo (Wright County Government Center).

F. RECORDER

1. Township Plat Approval for the Plat of Cedar Ridge Industrial Addition Located in Corrina Township.
2. Township Plat Approval for the Plat of Hidden Hillside Estates Located in French Lake Township.

V. TIMED AGENDA ITEMS

Items Pulled from Consent

- B7. Motion to Approve the Estimated Transfers from the General Fund to the Attached County Ditch Accounts, Totaling \$1,871,142.57 to Cover 2023 Year-End Deficit Balances as Allowed by MS103E.655, Subd 2.

Diedrick asked for clarification on the reasoning of the transfer. Finance Director Lindsey Meyer said that the reason for the adjustment is to meet reporting requirements so the accounts do not show a negative balance and the transfer will be reversed once reporting is completed.

Holland moved to approve the motion to approve the estimated transfers from the General Fund to the listed County Ditch accounts. The motion was seconded by Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

D1. Planning Commission and Board of Adjustment Appointments

Diedrick said that she would like to add the topic of board appointments to a future workshop for clarity and transparency when board opportunities open up. Kaczmarek agreed with Diedrick and said Kelly could explain the different marketing options available. Vetsch said that board appointments can be added to the January 2024 workshop.

Holland moved to approve Planning Commission and Board of Adjustment appointments. The motion was seconded by Diedrick. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

A. 9:05 AM- LEE KELLY, ADMINISTRATION

1. Review 2024 Legislative Services Proposal from Flaherty & Hood

Kelly introduced Sean Zahrt of Flaherty & Hood and said that Wright County has contracted with Flaherty & Hood to assist with legislative priorities since 2018. Zahrt gave a 2024 legislative preview and an overview of what happened in 2023.

Zahrt referenced the agreement included in the board packet and said that the agreement has not changed from last year. Regarding the fairness of assessed county ditches that Kaczmarek requested more information on, Zahrt said that the contract language is very broad and can include ditch issues as necessary. Vetsch confirmed that he would be willing to look at potential legislative options regarding Minnesota State Statue 103E and fairness of ditch assessments with Kaczmarek, Zahrt, and Wright County staff. Kaczmarek recommended utilizing Minnesota Rural Counties (MRC) as a resource.

Schoen moved to approve the 2024 Legislative Services proposal from Flaherty & Hood. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

B. 9:10 AM- MARC MATTICE, ADMINISTRATION

1. Adopt Resolution Authorizing the Submittal, Adoption, and Implementation of the South Fork Crow River Watershed Management Plan

Assistant County Administrator Marc Mattice introduced Alicia O'Hare, Water Resource Specialist with Wright Soil and Water Conservation District. O'Hare said for the past year and a half, the Partners of the South Fork Crow River have been working on writing a comprehensive watershed management plan as part of the One Watershed One Plan program. The plan was completed in August and has undergone a 60-day public comment period. Adopting this plan will allow for the watershed-based implementation funds to be spent in the area. Upon final approval, the partners will work together to allocate funding to projects throughout the watershed.

Diedrick moved to approve a resolution authorizing submittal, adoption, and implementation of the South Fork Crow River Watershed Management Plan. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

C. 9:15 AM- VIRGIL HAWKINS, HIGHWAY

1. Request Approval of Minnesota Department of Transportation (MnDOT) Grant Agreement No. 1055060 and Corresponding Resolution for MnDOT to Make Payments to the County for the \$30,000 Technical Assistance Grant That Was Awarded to Wright County.

Highway Engineer Virgil Hawkins said that this request is to approve a grant agreement and resolution that will allow Wright County to receive grant funds from the State of Minnesota for reimbursement of professional engineering consultant costs incurred.

Diedrick moved to approve the grant agreement and resolution for the MnDOT Technical Assistance Grant. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

D. 9:18 AM- BARRY RHINEBERGER, PLANNING & ZONING

1. 1. Action on Ordinance 23-4 Amending the Wright County Code of Ordinances Chapter 150 - General Provisions and Chapter 155 - Zoning
2. Resolution Approving Summary Language for Publication of Ordinance Amendment 23-4

Planning and Zoning Administrator Barry Rhineberger said that the proposed amendments slightly change the authorities of the Zoning Administrator, Planning Commission, and Board of Adjustment. The

proposed amendments also include changes to how the zoning map and ordinance changes are processed. Essential services under Minnesota State Statute 155.098 is also subject to amendment for the placement and operation of energy storage systems.

Holland moved to approve amending the Wright County Code of Ordinances, Chapters 150 and 155. The motion was seconded by Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

Kaczmarek moved to approve a resolution approving summary language for publication of Ordinance Amendment 23-4. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Adopt Resolutions Setting 2024 Budget and Levy.

Holland moved to collectively approve resolutions setting the 2024 budget and 2024 levy. The motion was seconded by Schoen. The motion passed 4-1 with Kaczmarek opposing.

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

2. Approve Resolution Setting Per Diems for Appointees to the County Board and Health & Human Services Board Committees, Boards and Commissions for 2024

Diedrick asked if there were any changes to the per diems from the year prior. Vetsch confirmed that the Planning and Zoning site visit fee was reduced from \$120 to \$70 based on the amount of prep work and time needed for an average visit.

Holland moved to approve a resolution setting per diems for appointees to the committees, boards and commissions for 2024. The motion was seconded by Schoen. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

3. Authorize Signatures on Lease Agreement Between Wright County and Wright County Economic Development Partnership for Calendar Year 2024

Vetsch said that the changes made to the contract were minor and included allowing either party 45 days notice to cancel the contract.

Schoen moved to authorize signatures on a lease agreement between Wright County and Wright County Economic Development Partnership for 2024. The motion was seconded by Holland. The motion passed 5-0.

Aye: 5; Nay: 0; Abstain: 0; Absent: 0; Recused: 0

VII. ADJOURNMENT

The meeting adjourned at 9:50 a.m.

VIII. WARRANTS ISSUED

A. Warrants Issued

County Board minutes submitted by Caitlin Chovan, Administration Office Manager

