BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

Tuesday, January 16, 2024

DATE APPROVED: February 6, 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

### A. Approve Minutes from the County Board Meeting (1-2-2024)

Commissioner Michael Kaczmarek asked to make an addition to Item 3A, adding that the reason he was interested in legal advice was because the committee was advised that the current use of funds was ineligible.

Kaczmarek moved to approve the 1-2-2024 County Board minutes with the above-listed modification. The motion was seconded by Commissioner Nadine Schoen. The motion passed 5-0.

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

### B. Approve Minutes from the County Board Workshop (1-9-2024)

Kaczmarek moved to approve the 1-9-2024 County Board Workshop minutes. The motion was seconded by Commissioner Jeanne Holland. The motion passed 5-0.

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

## III. REVIEW & APPROVAL OF AGENDA

Commissioner Darek Vetsch said that he would like to petition two items onto the agenda. Items for Consideration B1, looking for approval of a letter being sent to the State of Minnesota regarding the new state flag and state seal. Items for Consideration B2, changes to the commissioner appointments to the Cannabis Moratorium Committee.

Holland moved to approve the agenda with the additions of Items for Consideration B1 and B2. The motion was seconded by Kaczmarek. The motion passed 5-0.

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

## IV. CONSENT AGENDA

Kaczmarek said that he would like to remove Item B3, Motion to Approve Attached Budget Amendments for December 2023, for discussion.

Kaczmarek moved to approve the Consent Agenda with the above-listed modification. The motion was seconded by Holland. The motion passed 5-0.

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

### A. ADMINISTRATION

1. Acknowledge Posting for a Quorum of the County Board May Be Attending the January 23, 2024, Planning and Zoning 101 Meeting at 1:30 p.m.

### 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 Use of ARP Funds from 01-099-493-000
   $60,750.00 5.6 Clean Water: Stormwater
2. Approve Renewal of 2024 Tobacco Licenses for:
   Dollar General # 22351
   Family Dollar # 33326

*3. Motion to Approve Attached Budget Amendments for December 2023 (BA90 – BA120)

4. Acknowledge Warrants Issued Between December 27, 2023 and January 9, 2024.

### C. HUMAN RESOURCES

1. Approval of Revisions to 602 (Personal Leave) of the Wright County Personnel Handbook
2. Board Approval of the Wright County 2023 Pay Equity Implementation Report to the State of Minnesota Department of Management and Budget (MMB)

### D. PROJECT ADMINISTRATION

1. Approve the Following Grant Application:
   TOWN-002 Clearwater Township Surface Transportation Grant ($45,449).

**Item B3 Pulled from Consent**
Kaczmarek said that there was money moved from one fund to another that looked to originally have been allocated for another reason. He asked if Finance or the Budget team was keeping an eye on the transfers and if there is always extra money that can be moved wherever necessary. Assistant Finance Director Heather Lemieux said that the Finance team is starting to see trends. A benefit of the Oracle system is the ability to monitor trends and changes will be made for next month including more details in the report. Kaczmarek said that he would like to look closer at the trends at budget time.

Vetsch gave an example of funds needing to be transferred within the Highway Department and Assistant Highway Engineer Chad Hausmann explained how projects are budgeted for a specific year, but all phases may not be completed within that same year as originally planned.

Kaczmarek moved to approve the budget amendments for December 2023. The motion was seconded by Holland. The motion passed 5-0.

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

## V. TIMED AGENDA ITEMS

### A. 9:05 AM- ALICIA O'HARE, WRIGHT SOIL & WATER CONSERVATION DISTRICT

1. <u>1. Approve Wright County Aquatic Invasive Species Prevention and Management Plan for 2024 - 2028</u>

<u>2. Adopt Resolution For Aquatic Invasive Species Prevention Aid</u>

Alicia O’Hare with the Wright Soil and Water Conservation District (WSWCD) said that she is presenting the Aquatic Invasive Species (AIS) Prevention and Management Plan. In 2015, the State of Minnesota recognized that AIS is detrimental to Minnesota waters and established a fund from the general budget to be distributed to counties for treatment and prevention of AIS. Wright County’s annual disbursement is $240,000 and WSWCD administers the program. The plan was last updated in 2017. The revised plan outlines how the AIS Prevention Aid and other money will be spent to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the county. Wright County utilizes strategies of treatment, inspection, decontamination, education, and contingency. Each strategy has multiple goals related to reducing invasive species. The plan has been through all phases, including public comment, and is being presented to the Wright County Board of Commissioners for final approval.

Commissioner Tina Diedrick said that the plan is well put together and data-driven. Vetsch said that it is important to point out that funding has been linear over the last decade with 30 percent loss in buying power due to inflation. Without new funding sources, the plan continually needs revision to allocate scarce funds. Kaczmarek asked if lake associations are ever addressed and if there is a push to develop more associations or have the already established associations and improvement districts contribute more. O'Hare said that is always a topic of discussion and they are willing to help. Lake associations tend to save their money for treatment, as opposed to inspections. With treatment being a lake association's first priority, the AIS inspection strategy has been adjusted.

Diedrick moved to approve the Wright County Aquatic Invasive Species Prevention and Management Plan for 2024 – 2028 and adopt the resolution for Aquatic Invasive Species Prevention Aid. The motion was seconded by Holland. The motion passed 5-0.

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

## B. 9:20 AM- LINDSEY MEYER, FINANCE & TAXPAYER SERVICES

1. <u>Authorize Board Chair Signature on the Change Order to Continue Oracle Support Services Through December 31, 2024.</u>

Finance Director Lindsey Meyer said this request is for an amendment to the original master services agreement with Sierra Cedar for Oracle support. The request was part of the budgeting process and was approved in the 2024 budget.

Holland moved to approve signature on the change order to continue Oracle support services through December 31, 2024. The motion was seconded by Diedrick. The motion passed 5-0.

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

## C. 9:25 AM- VIRGIL HAWKINS, HIGHWAY

1. <u>Approve a Resolution of Support for the City of Monticello's Active Transportation (AT) Grant.</u>

Hausmann said that the resolution of support is needed for the City of Monticello trail project to be placed in Wright County's rights-of-way.

Holland moved to approve a resolution of support for the City of Monticello's Active Transportation grant. The motion was seconded by Deidrick. The motion passed 5-0.

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

2. <u>Approve Resolution of Support for the City of Monticello Safe Routes to School (SRTS) Sidewalk Gap Project.</u>

Hausmann said that there are small pieces of sidewalk included in this project that are in Wright County rights-of-way.

Holland moved to approve a resolution of support for the City of Monticello Safe Routes to School Sidewalk Gap project. The motion was seconded by Schoen. The motion passed 5-0.

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

3. <u>Approve Resolution and MnDOT Detour Agreement No. 1055397</u>

Hausmann said that the Minnesota Department of Transportation (MnDOT) detour will allow the State of Minnesota to make Americans with Disabilities Act (ADA) pedestrian and other safety improvements along Highway 12.

Kaczmarek moved to approve a resolution and agreement for MnDOT Detour Agreement 1055397. The motion was seconded by Schoen. The motion passed 5-0.

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

## D. 9:34 AM- MATT DETJEN, PARKS & RECREATION

1. <u>Adopt the Findings and Order for Dismissal of Petition for Abandonment of County Ditch #16</u>

Vetsch said that the dismissal was directed by the county board. Kaczmarek asked if there was an appeal process for the petitioners. Civil Division Chief Greg Kryzer said that everything has the ability to be appealed and is laid out in statute.

Diedrick moved to adopt the findings and order for dismissal of petition for abandonment for County Ditch #16 (CD 16.) The motion was seconded by Kaczmarek. The motion passed 5-0.

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

2. <u>Adopt the Findings and Order Accepting the Viewers Reports and Adopting Redetermined Benefits for County Ditch #16</u>

Agriculture and Drainage Supervisor Matt Detjen said that this was as a result of the public hearing held for CD 16.

Kaczmarek moved to adopt the findings and order accepting the viewers reports and adopting redetermined benefits for CD 16. The motion was seconded by Schoen. The motion passed 5-0.

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

3. Adopt the Findings and Order and Authorize Signatures on the Notice of Drainage System Interest for County Ditch #16

Kryzer said that under drainage code, the county needs to notify property owners that their parcel of property may have an interest in the drainage system.

Kaczmarek moved to adopt the findings and order and authorize signatures on the Notice of Drainage System Interest for CD 16. The motion was seconded by Schoen. The motion passed 5-0.

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

4. Adopt the Findings and Order for Dismissal of Petition for Abandonment of County Ditch #19

Kryzer said this is in conjunction with CD 16 as it was a joint petition, but they are different systems and need to be treated separately.

Kaczmarek moved to adopt the findings and order for dismissal of petition for abandonment for County Ditch #19 (CD 19.) The motion was seconded by Kaczmarek. The motion passed 5-0.

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

5. Adopt the Findings and Order Accepting Viewers Reports and Adopting Redetermined Benefits for County Ditch #19

Diedrick moved to adopt the findings and order accepting the viewers reports and adopting redetermined benefits for CD 19. The motion was seconded by Kaczmarek. The motion passed 5-0.

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

6. Adopt the Findings and Order and Authorize Signatures on the Notice of Drainage System Interest for County Ditch #19

Schoen moved to adopt the findings and order and authorize signatures on the Notice of Drainage System Interest for CD 19. The motion was seconded by Kaczmarek. The motion passed 5-0.

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

# VI. ITEMS FOR CONSIDERATION

## A. COMMITTEE RECOMMENDATIONS

1. Approve and Adopt Recommendations from the January 9, 2023 County Board Workshop

Diedrick asked to remove recommendation number four for discussion. Kaczmarek asked to remove recommendation number three for discussion.

Kaczmarek moved to approve all recommendations except numbers three and four. The motion was seconded by Diedrick. The motion passed 5-0.

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

**Recommendation III, SCORE Fund Distribution to Cities and Townships- Program Changes**
Kaczmarek asked if it has been confirmed with the Minnesota Pollution Control Agency (MPCA) that there will not be any consequences for continuing payment. Kryzer confirmed that the county's current distribution is not ineligible, it is just not best practice. Vetsch said that the current reporting information is no longer necessary as it is duplicated information. MPCA would like Wright County to use money elsewhere for better use of funds instead of duplication but Wright County is able to continue the current SCORE fund distribution for the time being.

Holland moved to approve to continue the current program as is through 2024, work with cities and townships, and conduct a feasibility study that will guide the creation of a new program to be implemented in 2025. Finance will work with Planning and Zoning and Administration to reconcile the shortfall of the budget to complete the feasibility study, develop a new program, and offset additional staffing needs. The motion was seconded by Schoen. The motion passed 4-1 with Kaczmarek opposing.

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

**Recommendation IV, Economic Development Partnership (EDP) Presentation**
Diedrick said that she disagrees with funding being tied to the quarterly report. The EDP has been a partner with the county for 30 years and two commissioners are appointed to the EDP board to communicate the economic priorities of the county. Every city within Wright County and 94 private businesses are members of the EDP and Wright County should be leading, collaborating, and positively communicating with the EDP, not coercing it by the threat of withholding funds. Diedrick said her recommendation would be not to tie funding to quarterly reports as there

is no metric or threshold identified with those reports so it would be hard to determine exactly when those funds would be approved.

Diedrick moved to approve the recommendation without tying the appropriated funds to the quarterly reports. There was no second. The motion failed.

Schoen moved to take the allocation of the EDP and split into thirds, review and approve allocation in April, August, and November. Performance measures will be revised after interviewing county board members with the metrics they would like included in performance measures. The motion was seconded by Holland. The motion passed 4-1 with Diedrick opposing.

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

## B. ADMINISTRATION

1. Approval of a Letter Being Sent to the State of Minnesota Regarding the New State Flag and State Seal

Vetsch said that he wanted to let the public know that the board is taking a stance in regard to the new state flag and state seal. Diedrick said that the feedback she has received is that a letter is a good start, but she is also encouraging a resolution to the state of where Wright County stands concerning the cost of the change to the county and its citizens.

Kaczmarek said that it's still unanswered how the cost will affect the state versus local government, such as a local government-owned building occupied by the state. Vetsch said that there is still ambiguity and some of those questions can't be answered yet. Staff did due diligence and produced a conservative dollar amount of the cost to update state seals and flags.

2. Changes to the Commissioner Appointments to the Cannabis Moratorium Committee.

   Vetsch said that he is looking to take Kaczmarek's place on the Cannabis Moratorium Committee. Kaczmarek said that he has had little to no constituent feedback and Vetsch has had more feedback.

   Schoen moved to approve the changes to the commissioner appointments to the Cannabis Moratorium Committee. The motion was seconded by Diedrick. The motion passed 5-0.

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

## VIII. ADJOURNMENT

*The meeting adjourned at 9:56 a.m.*

## IX. WARRANTS ISSUED

A. Warrants Issued

*County Board meeting minutes submitted by Caitlin Chovan, Administration Office Manager*