



BOARD WORKSHOP MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

APRIL 9, 2024

DATE APPROVED: APRIL 16, 2024

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

Members Present:	Tina Diedrick, Jeanne Holland, Michael Kaczmarek, Nadine Schoen, Darek Vetsch
Others Present:	Carla Asfeld, Caitlin Chovan, Matt Detjen, Lee Kelly, Heather Lemieux, Brian Lutes, Marc Mattice, Lindsey Meyer, Ryan Miles, Karen Pundsack, Barry Rhineberger, Matt Tourville, Clay Wilfahrt

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

1. Schedule Meetings as Needed

Committee of the Whole: Impervious Surfaces and Ditch 10
Scheduled for 8:30 a.m. Monday, April 15, 2024

Closed Session: Labor Negotiations
Scheduled for 10:00 a.m. Tuesday, May 7, 2024

RECOMMENDATION: Informational Only.

2. Legislative and Commissioner Updates

Commissioner Nadine Schoen provided an update on Senate File (SF) 4895 and House File (HF) 4987 affecting certain driver's license online knowledge testing provisions. License Center Supervisor Jessie Gadach testified at the April 8, 2024 Senate Transportation Committee hearing in support of SF4895. The bill was laid on the table for possible inclusion in the Omnibus Finance Supplemental Bill.

County Administrator Lee Kelly provided status updates on legislative items. The consensus of the board was to draft and send a letter of support of HF3922 and SF3866 affecting local government and private ambulance service aid provisions and one-time aid.

RECOMMENDATION: Informational Only.

3. Great River Regional Library Update

Great River Regional Library (GRRL) Executive Director Karen Pundsack and Kimball/Annandale Library Manager Carla Asfeld provided a 2023 GRRL update that included: GRRL's Mission, Vision, and Theory of Change; an overview of Wright County library statistics; library highlights; Wright County library stories; and statistics by Wright County library locations. Pundsack noted that GRRL continues to rebuild since the pandemic and has had steady growth of borrowers and increased attendance. In 2023, St. Michael had the largest growth of circulation, total borrowers, and new borrowers in 2023. Asfeld provided 2023 library highlights and stories that included: a partnership with the Diane and Alan Page TESTIFY collection; a partnership with EPIC to check out career cluster exploration kits; jigsaw puzzle tournaments; preschool Fridays; and interior updates. Pundsack noted that a review of GRRL's safety protocols, procedures, and staff training in collaboration with local law enforcement agencies is a project currently underway to ensure safety of staff and library visitors.

RECOMMENDATION: Informational Only.

4. Ehlers Quarterly Report And Economic Forecast

Ehlers, Inc. Senior Investment Advisors Ryan Miles and Matt Tourville presented to the board a review of Wright County's Investment Portfolio through Quarter 1 of 2024. The presentation included an economic update that included treasury rates, federal fund rates, unemployment, inflation, and manufacturing purchasing managers' index (PMI). The presentation also included the county's portfolio and performance that detailed activities, allocations, portfolio changes, asset classes, income, maturity schedules, and planned actions. Discussion was had and Vetsch requested that the next quarterly report presented have data on the debt service in comparison to the fund balance in which Miles and Tourville agreed to include.

RECOMMENDATION: Informational Only.

5. Recycling Task Force

Planning & Zoning Administrator Barry Rhineberger requested the creation of a Recycling Task Force. Rhineberger summarized the role of the task force, the makeup of task force members, and the purpose of the task force. Schoen and Commissioner Tina Diedrick agreed to serve as the two county commissioners on the task force.

RECOMMENDATION: Bring forward the creation of a Recycling Task Force with Diedrick and Schoen as county commissioner representatives for approval.

6. Building Advisory Group

Assistant County Administrator Marc Mattice requested the creation of a Wright County Facility and Facility Infrastructure Workgroup. The workgroup would also be known as the Building Advisory Group. Mattice summarized the background, purpose, and makeup of the advisory group members. Commissioner Jeanne Holland and Vetsch agreed to serve on the advisory group.

RECOMMENDATION: Bring forward the creation of a Wright County Facility and Facility Infrastructure Workgroup, also known as the Building Advisory Group, with Holland and Vetsch as county commissioner representatives.

7. Law Enforcement Training Center (LETC) Municipal Use Update

Assistant County Administrator Clay Wilfahrt summarized the background in preparing the LETC Municipal Use Agreement. The consensus of the board was to bring forward for approval at a future meeting.

RECOMMENDATION: Bring forward the Law Enforcement Training Center Municipal Use Agreement for approval.

8. Personnel Board of Appeals

Kelly summarized the role of the Personnel Board of Appeals, relevant state statute, history of the Personnel Board of Appeals service, and the county's past practice in appointing members. The consensus of the board was to post the Personnel Board of Appeal opening for a three-year term starting July 1, 2024 and running through June 30, 2027.

RECOMMENDATION: Informational Only.

9. Performance Based Bidding-Ditch Work

Commissioner Michael Kaczmarek provided a summary of conversations with constituents, other counties, the County Attorney's Office, and Ag & Drainage Coordinator Matt Detjen related to contract work for ditches. Kaczmarek requested an evaluation of the county's bidding and contracts to determine what updates could be made to improve project outcomes. Discussion was had on open bids, requests for proposal (RFP), contract language, project-based bonuses, liquidated damage, and retainers. The board consensus was for staff from legal and finance to move forward with

updating RFPs to include state statute language for Responsible Contractor and updating the standard contract template to include project-based bonuses and liquidated damages.

RECOMMENDATION: Direct staff to develop and modify request for proposal and contract documents to include language such as responsible bidder, liquidated damage, and performance outcomes.

The meeting adjourned at 11:09 a.m.

County board workshop minutes submitted by Kelly Kosloski, Administrative Specialist.