



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS

Tuesday, May 7, 2024

DATE APPROVED: May 21, 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
	Michael Kaczmarek
	Nadine Schoen
	Darek Vetsch

I. PLEDGE OF ALLEGIANCE

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

Commissioner Tina Diedrick moved to collectively approve the minutes.
The motion was seconded by Commissioner Jeanne Holland.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

- A. Approve Minutes from the Committee Of The Whole - Impervious Surfaces and County Ditch 10 (4-15-2024)**
- B. Approve Minutes from the County Board Meeting (4-16-2024)**
- C. Approve Minutes from the Committee of the Whole (4-16-2024)**
- D. Approve Minutes from the Broadband Committee (4-29-2024)**

III. REVIEW & APPROVAL OF AGENDA

Commissioner Michael Kaczmarek moved to approve the agenda. The motion was seconded by Holland

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

IV. CONSENT AGENDA

Kaczmarek asked to pull claim 109638, Waste Management contract, for further discussion. The item was moved to Items for Consideration, A6.

Kaczmarek moved to approve the consent agenda. The motion was seconded by Commissioner Nadine Schoen.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

A. ADMINISTRATION

1. Approval of Charitable Gambling Application, Form LG220, DC Music Boosters, Gambling Premises: Dassel-Cokato High School, 4852 Reardon Ave. SW, Cokato, MN 55321, Date of Activity 7/18/2024

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:
\$864.00 5.19 Last Mile Project
\$223.50 5.11 Drinking Water Transmission & Distribution-City of Buffalo
\$5,500.00 2.26 Education Assistance: Senior Community
2. Acknowledge Warrants Issued Between April 10, 2024 and April 30, 2024.

C. HIGHWAY

1. Authorize County Signatures for Funding Participation and Construction Agreements in Which Wright County Will Act as Fiscal Agent for Grant Funds for the Following Townships:
Maple Lake Township - Highway Department Agreement No. 24-01
Monticello Township - Highway Department Agreement No. 24-02
Buffalo Township - Highway Department Agreement No. 24-03

D. PROJECT ADMINISTRATION

1. Approve the Following Grant Applications:
TOWN-005 Cokato Township Surface Transportation Grant (\$53,614)
TOWN-006 Southside Township Surface Transportation Grant (\$49,118)
TOWN-007 Stockholm Township Surface Transportation Grant (\$47,584)
TOWN-008 Victor Township Surface Transportation Grant (\$50,869)
Approve the Amendment to Existing Grant Agreement:
BB-002-05 Windstream Lakedale, Southside and French Lake Townships
2. Approve Letter of Support for Meeker Coop / Vibrant Broadband's Border-to-Border Broadband Grant Application:

E. RECORDER

1. Township Plat Approval for the Plat of Wessman Stockholm Addition Located in Stockholm Township.

V. TIMED AGENDA ITEMS

A. 9:05 AM- CHAD HAUSMANN, HIGHWAY

1. Award Contract No. 2409, for the Construction of a Roundabout at the

Intersection of State Hwy. 25 and CSAH 83, to New Look Contracting, Inc. of Rogers, MN.

Highway Engineer Chad Hausmann said that the contract has been approved by the Minnesota Department of Transportation (MnDOT) and the project is slated to start soon, ideally beginning once school is out and ending before it is back in session. Holland asked why the roundabout is a single lane and not double. Hausmann said that MnDOT does not have a plan to expand State Highway 25 to four lanes anytime in the next 10 years. The roundabout is designed to be expandable if MnDOT does expand State Highway 25 further.

Diedrick moved to award contract No. 2409 to New Look Contracting, Inc. The motion was seconded by Schoen.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

B. 9:08 AM- ELIZABETH KARELS, PROJECT ADMINISTRATION

1. Approve Two Resolutions Offering Support for Border-to-Border Broadband Grant Applications:
-Charter
-Midco

Project Administrator Elizabeth Karels said that the two resolutions presented to the board are offering support for Border-to-Border Broadband grant applications for Charter and Midco. The Charter project would serve up to 781 locations in Marysville, Rockford and Buffalo townships. The Midco project would serve up to 450 locations in Silver Creek, Maple Lake and Monticello townships. This would allocate \$350,000 of ARP funds and would be the last opportunity based on the ARP expenditure timeline.

Diedrick moved to approve two resolutions in support of Border-to-Border grant applications. The motion was seconded by Kaczmarek.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

C. 9:10 AM- MATT TREICHLER, SHERIFF

1. Approve Resolution Recognizing Law Enforcement Officers Week in Wright County May 12-18, 2024.

Chief Deputy Matt Treichler asked the board to recognize May 12-18, 2024 as Law Enforcement Officers Week in Wright County.

Kaczmarek moved to adopt a resolution recognizing May 12-18 as Law Enforcement Officers Week. The motion was seconded by Holland.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

2. Approve Resolution Related to the 2024 Minnesota Department of Natural Resources (DNR) Federal Boating Safety Supplemental Patrol Grant.

Treichler said that this grant is dedicated to additional enforcement for high activity days on the water, such as the 4th of July.

Kaczmarek moved to adopt a resolution relating to the 2024 DNR Federal Boating Safety Grant. The motion was seconded by Holland.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

D. 9:20 AM- RYAN FERGUSON, SHERIFF

1. Approve Resolution Authorizing the Transfer of Surplus Equipment and Property from the Sheriff's Office to a Public Corporation.

Captain Ryan Ferguson said that the surplus equipment is portable radios that are previous models and no longer of use to the Sheriff's Office operations and the Sheriff's Office would like to transfer them to partners within Wright County. Kaczmarek asked if the radios were offered to all municipalities and Ferguson confirmed that they were through the Fire Chiefs, not the Sheriff's Office directly. Kaczmarek said for auditing purposes, he wants to make sure that the radios were offered to all eligible groups. Ferguson confirmed that there were approximately 150 radios in all states of operability and there will be approximately 50 or 60 left after the transfer. Kaczmarek asked if the remaining radios could be sold instead of gifted. Diedrick said that since they are being transferred from one taxpayer entity to another, she would not like to charge for them. Schoen agreed and said that she also would like to make sure the radios are offered to every city and township. Kaczmarek said that he would be fine with that and asked if there will be a radio user fee covered by the county. Ferguson said that the new owners would be responsible for registering the radios once ready for use and the county is able to audit to ensure that the Sheriff's Office is no longer being charged the user fee for the gifted radios.

Holland moved to approve a resolution authorizing the transfer of surplus

equipment and property from the Sheriff's Office to a public corporation. The motion was seconded by Diedrick.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

2. Approve State of Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement with Minnesota Bureau of Criminal Apprehension.

Ferguson said that the Sheriff's Office has been participating in investigations with the Minnesota Bureau of Criminal Apprehension (BCA) for years. By formalizing the agreement, the Sheriff's Office is eligible to receive reimbursement for training and overtime expenses specific to investigations.

Holland moved to approve the State of Minnesota Human Trafficking Investigators Task Force JPA. The motion was seconded by Diedrick.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

E. 9:30 AM- HEALTH & HUMAN SERVICES

1. HEALTH & HUMAN SERVICES CONSENT AGENDA

Holland moved to approve the consent agenda. The motion was seconded by Schoen.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

- i. Approve Mental Health Advisory Council Member (MHAC) Two-Year Term Reappointment:
 - 1. Carl Harju (Chair) – District 5; Fourth Term Ends 07-11-2024
 - 2. Sandra Greninger (Vice Chair) – District 3; Fourth Term Ends 07-11-2024
- ii. Accept Mental Health Advisory Council (MHAC) Resignation:
 - 1. Kylee Jordan – District 3
- iii. Approve 05-20-2024 Public Health All-Staff Retreat, Ney Park, Maple Lake

2. HEALTH & HUMAN SERVICES TIMED AGENDA

- i. Adopt Resolution HHS 24-04 - Accept April 2024 Donation

Health and Human Services Director Jami Goodrum said that the donation is for \$239.79 and is to be applied to meals for child foster care

training.

Schoen moved to approve the April 2024 donation resolution. The motion was seconded by Holland.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

ii. Adopt Resolution HHS 24-05 - Proclaim May 2024 as Child Foster Care Awareness Month

Goodrum said that May is nationally recognized as Child Foster Care Awareness Month and HHS would like to honor, recognize and show appreciation for the foster care providers in Wright County.

Diedrick moved to approve a resolution proclaiming May 2024 as Child Foster Care Awareness Month. The motion was seconded by Holland.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

iii. Approve Mental Health Advisory Council (MHAC) 2023-2024 Unmet Needs Report and Recommendations.
Presentation by MHAC Representative Mark Daleiden.

MHAC representative Mark Daleiden presented the unmet needs report and recommendations to the board. The council identified the following as unmet needs:

Ongoing lack of mental health providers to offer services for children struggling with thoughts of suicide and depression.

Continual lack of housing availability in Wright County and rising homeless population within the county.

Transportation remains a serious barrier in the county (define: public transport, not all areas have accessible transport).

Need for affordable therapy providers for children and family. Need for cell phone or internet availability.

Promote more people to go into the mental health field as therapy providers.

Possible solutions were provided in the report. Commissioner Darek Vetsch said all were goals to work toward.

Schoen moved to approve the MHAC unmet needs report and recommendations. The motion was seconded by Holland.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

- iv. HHS Director's Comments:
1. Recognize Long-Term Care Eligibility Specialist Rebecca Waddell's Retirement
 2. 2024 April DHS Performance Report: Adult Protection, Cash and SNAP
 3. 2024-06-13 HHS All-Staff Training, GC 1103-1104
 4. Visibility of Our New Building on a Statewide Basis, Attracting Groups and Businesses to Buffalo

Goodrum recognized Long-Term Care Eligibility Specialist Rebecca Waddell's retirement at the end of May.

Goodrum said that the April Department of Human Services (DHS) Performance Report has been received from the State of Minnesota and there were no performance improvement plans identified.

Goodrum said that Wright County's building is being recognized across the state by different groups and committee members who travel to use the facility's meeting space. The feedback on the location and ability to utilize the building has been very positive.

Goodrum said that the HHS shower bay on the lower level has now been fitted to be used for water testing.

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Adopt Revisions to Policy 309; Employee Recognition.

County Administrator Lee Kelly said that these revisions stemmed from the strategic initiative of employee recognition and award programs. The revisions include adopting a countywide Employee of the Month program. Holland said that she would like to refer these updates back to the Personnel Committee. There was consensus to refer to the Personnel Committee and no vote was needed.

2. Approve Resolution of Final Acceptance and Final Payment in the Amount of \$20,757.40 to New Look Contracting, Inc. for Contract No. 2207.

Kelly said this project was the roundabout on Dague Avenue and the Highway Department has verified the numbers.

Diedrick moved to approve a resolution of final acceptance and payment to New Look Contracting. The motion was seconded by Schoen.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

3. Approve the Lawful Gambling Application and Adopt Resolution for Northstar Search and Rescue

Holland moved to approve the lawful gambling application resolution for Northstar Search and Rescue. The motion was seconded by Schoen.

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

4. Refer Items to May 14, 2024 Workshop

Kelly said that the Wright County Fair Board would like to attend the workshop to discuss property for sale near the fairgrounds. Kaczmarek said that he would like to be able to review a Beacon drawing of the property plat lines during the fair board presentation. He would also like to know what events were scheduled for 2023 and the revenue that was collected per event. Kaczmarek also asked to add a discussion on the contracts for goods and services review and process.

5. Schedule Committee of the Whole to Discuss Sheriff's Office Topics

A Committee of the Whole (COTW) was scheduled for 9:30 a.m. Monday, May 20.

Holland moved to schedule a COTW to discuss Sheriff's Office topics. The motion was seconded by Schoen.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

6. Item B2 Pulled from Consent- Claim #109638, Waste Management Contract

Kaczmarek said in doing a claim review, he noticed that the Waste Management contract had expired seven months ago and auto-renewed without staff review and requested the topic be brought to the board workshop on Tuesday, May 14. Kaczmarek read from the job description of the Procurement Analyst which noted "monitors contracts" as an essential function. Assistant County Administrator Clay Wilfahrt confirmed that there is a project in process currently to centrally document contracts and it can be presented on at the workshop.

Kaczmarek moved to approve claim #109638. The motion was seconded by Holland.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

B. COMMITTEE RECOMMENDATIONS

1. Approve and Adopt Recommendations from the Committee Of The Whole - Impervious Surfaces and County Ditch 10 (4-15-2024)

Holland moved to approve recommendations from the COTW, Impervious Surfaces and County Ditch 10. The motion was seconded by Kaczmarek.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

2. Approve and Adopt Recommendations from the Committee of the Whole (4-16-2024)

Diedrick moved to approve recommendations from the COTW. The motion was seconded by Holland.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

3. Approve and Adopt Recommendations from the Broadband Committee (4-29-2024)

Diedrick moved to approve recommendations from the Broadband Committee. The motion was seconded by Schoen.

For: 5; Against: 0; Abstain: 0; Absent: 0; Recused: 0

VII. ADJOURNMENT

The meeting adjourned at 10:14 a.m.

VIII. WARRANTS ISSUED

A. Warrants Issued

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

