



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
Tuesday, May 21, 2024
DATE APPROVED: []

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

PLEDGE OF ALLEGIANCE

MINUTES - DISPENSE WITH READING, APPROVE AS WRITTEN/REVISED

Motion made by Kaczmarek and seconded by Schoen

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

A. Approve Minutes from the County Board Meeting (5-7-2024)

Kaczmarek asked to modify Items for Consideration A6, Claim #109638, Waste Management Contract:

The first sentence should read "Kaczmarek said in doing a claim review, he noticed that the Waste Management contract had expired seven months ago."

Also add "Kaczmarek read from the job description of the Procurement Analyst, which noted 'monitors contracts' as an essential function."

B. Approve Minutes from the Revisors Work Group (5-7-2024)

C. Approve Minutes from the Budget Retreat (5-7-2024)

D. Approve Minutes from the Committee of the Whole- County Ditch 19 (CD 19) (5-8-2024)

E. Approve Minutes from the Committee of the Whole- Budget (5-8-2024)

Kaczmarek asked to add the following statement:

"Roughly half of the office and/or department heads weren't at the meeting where there was narrative about staff requests, specifically approving little to

none."

Schoen asked to include her target budget increase of 5.4 percent, 2 percent for tax capacity and 3.4 percent for inflation.

F. Approve Minutes from the County Board Workshop (5-14-2024)

Kaczmarek asked to modify Item 3 to include:

"Kaczmarek noted that there is ability to meet virtually by Zoom or Teams that wasn't available when Safe Schools meetings started 30 years ago. With now more than 50 of these meetings a year that is about 100 hours of staff time with commuting and the one hour meeting for every staff member that goes to every meeting. There are at times four levels of staff from Wright County offices or departments attending these meetings. Some of these offices/departments are ones that are often asking for new staff."

Kaczmarek asked to modify Item 9 to include:

"Kaczmarek agreed with putting all staff rehire or backfill positions on the Consent Agenda except for the Procurement Analyst, which should be an Item for Consideration."

REVIEW & APPROVAL OF AGENDA

Kaczmarek asked to add the process of scheduling closed sessions, added to Items for Consideration, A2.

Vetsch asked to reschedule the Sheriff's Office Committee of the Whole, added to Items for Consideration, A3.

Vetsch asked to reschedule the Public Health Committee of the Whole, added to Items for Consideration, A4.

Motion made by Kaczmarek and seconded by Holland

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

CONSENT AGENDA

Motion made by Kaczmarek and seconded by Holland

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

A. FINANCE & TAXPAYER SERVICES

- 1. Approve Renewal of On-Sale Club Liquor License for Cokato Town & Country Club**
- 2. Approve Renewal of On-Sale, Off-Sale Liquor License for Up the Creek Grill & Bar (Maple Lake, MN)**
- 3. Approve Budget Amendment- US Highway 12 and CSAH 14**
- 4. Acknowledge Warrants Issued Between May 1, 2024 and May 14, 2024.**

B. HIGHWAY

1. **Approve Joint Powers Agreement (JPA) with Sherburne County for the Construction of Safety Improvements Along Various Roadways and Intersections in Sherburne and Wright Counties.**

C. HEALTH & HUMAN SERVICES

1. **Approve Appointment of New Member to the Opioid Settlement Advisory Council (OSAC):**
 1. **Shawna Beckers, District 1**

D. PROJECT ADMINISTRATION

1. **Approve the Following Program Request & Grant Application:**
 - **SHF-003 Armer 800 MHz Radio Equipment Upgrades (\$178,000)**

Approve the Following Grant Applications:

- **TOWN-009 Albion Township Surface Transportation Grant (\$54,729)**
- **TOWN-010 Maple Lake Surface Transportation Grant 1 - Road (\$49,049.45)**
- **TOWN-011 Maple Lake Surface Transportation Grant 2 - Culvert (\$19,878.55)**
- **TOWN-012 Middleville Township Surface Transportation Grant (\$48,623)**
- **TOWN-013 Monticello Township Surface Transportation Grant (\$87,734)**
- **TOWN-014 Rockford Township Surface Transportation Grant (\$91,118)**
- **TOWN-015 Silver Creek Township Surface Transportation Grant (\$83,996)**
- **TOWN-016 Woodland Township Surface Transportation Grant 2 (\$34,095.67)**
- **TOWN-018 Marysville Township Surface Transportation Grant (\$2,500) - recommend funding via Local Option Sales Tax (LOST) Revenue Funds (General Funds)**

TIMED AGENDA ITEMS**A. 9:05 AM- ALICIA O'HARE, WRIGHT SOIL & WATER CONSERVATION DISTRICT**

1. **Approve Joint Powers Collaboration Agreement for the Implementation of the South Fork Crow River Watershed Management Plan.**

Alicia O'Hare with the Wright Soil & Water Conservation District (SWCD) presented the South Fork Crow River One Watershed, One Plan agreement and

said that the plan has been approved by all participating counties and the Board of Water & Soil Resources (BWSR). Signing the agreement will give access to funding that comes along with the plan from the State of Minnesota. Vetsch asked to confirm details of the shared costs and who will be responsible for staff compensation and overrun. O'Hare confirmed that the Joint Powers Collaboration Agreement is different from a standard Joint Powers Agreement and administrative staff will be from Renville County and will receive an allocation based on the grant agreement. Vetsch asked if the Wright County Attorney's Office has reviewed the agreement, O'Hare confirmed.

Motion made by Diedrick and seconded by Holland

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

B. 9:10 AM- CHAD HAUSMANN, HIGHWAY

1. Adopt a Resolution Requesting Variance from Standard State Park Road Account Standards for Corinna Township Project on Hoyt/100th/105th Streets Near the South Side of Sugar Lake.

Highway Engineer Chad Hausmann said as the fiscal agent, Wright County is required by the State of Minnesota to approve any proposed variances. Staff have reviewed the proposed plan and agree with the township's proposed variances to minimize impacts to private property and wetlands.

Motion made by Diedrick and seconded by Holland

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

Names:

For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

2. Approve Letter of Support for Sherburne County's Pursuit of Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program Funding.

Hausmann said that this is an important project for Sherburne County and the Wright County region in general. This project ties into the Central Mississippi River Partnership (CMRP) corridor project.

Motion made by Holland and seconded by Schoen

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

3. Approve Letter of Support for Sherburne County's Community Energy Transition Grant. Grant Will Help Fund Environmental Impact Study (EIS) of State Highway 25 in Monticello Area Related to CMRP.

Hausmann said that because of the SHERCO plant decommission, there are funds available through the Minnesota Department of Employment and Economic Development (DEED) program. Sherburne County is eligible to apply

for those funds and would like to apply for phase one of State Highway 25's EIS, which will also benefit Wright County.

Motion made by Schoen and seconded by Diedrick

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

**4. Award Contract No. 24-04, CSAH 2 Federal Bridge Replacement Project (Subject to Authorization of Award by the MnDOT Civil Rights Office).
SP 086-602-012**

Hausmann said that this a joint bridge with Stearns County. One bid was received and the price came in 2 percent over the estimated cost. The Highway Department recommends awarding to the single bidder. Hausmann said if the project needs to go back out for bids, it would be postponed until next year and, with inflation, the cost would likely be higher even if additional bids were received. Kaczmarek suggested to negotiate with the bidder to reduce the price to meet the county's estimate. Hausmann said that negotiation is not allowed through the sealed bid process.

Motion made by Schoen and seconded by Holland

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

C. 9:16 AM- ROSS DEMANT, PARKS & RECREATION

1. Adopt Resolution Authorizing Appropriate County Officials (Director of Parks & Recreation) to Sign Grant Applications, Agreements, and Certifications In Regard to the Wright County Snowmobile Association Participation in The Grant In Aid Snowmobile Assistance Program for the 2024-2025 Season.

Parks & Recreation Director Ross Demant said that this is a routine item that comes before the board each year. Wright County is the sponsoring agency and the grant funds from the Minnesota Department of Natural Resources (DNR) get passed through the county to the Wright County Snowmobile Association. Schoen asked if there was a different application or process that was followed this year. Demant confirmed that the process had not changed and confirmed that he would connect with Schoen on the process if she would like more information. Kaczmarek asked what happens to the funds remaining from a year like last, where there was little snow. Assistant County Administrator Marc Mattice said that the annual allocation each year allows clubs to have a funding source. Years with less snow allow for a club to build reserves for years with more snow, equipment purchases and other items. Kaczmarek asked if Wright County is compensated for the finance staff members' time sponsoring the grant. Assistant Finance Director Heather Lemieux said that more research would need to be done to determine if that is an eligible expense through the grant. Kaczmarek requested the research to be done.

Motion made by Schoen and seconded by Holland

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

Names:
For: Diedrick, Holland, Schoen, Vetsch

Absent: Kaczmarek

Kaczmarek stepped out for the vote.

D. 9:20 AM- MATT DETJEN, PARKS & RECREATION

1. Schedule a Special Meeting to Review a Petition for Repairs on Joint Ditch #14 Pursuant to Minn. Stat. 103E.715

Agriculture and Drainage Supervisor Matt Detjen said that this request is for a special meeting to review a repair petition in preparation for a potential public hearing. A repair request has been received on Joint Ditch 14 (JD 14) and with Wright County being the host county, three Wright County commissioners are required to represent the drainage authority, along with one commissioner from both McLeod and Meeker counties. At the meeting, the petition will be reviewed to determine if repairs are needed. If so, an engineer will be appointed and a public hearing will be scheduled. Vetsch, Kaczmarek and Diedrick will represent Wright County. A meeting was scheduled for 11:00 a.m. Tuesday, June 18 in the Wright County Board Room.

Motion made by Kaczmarek and seconded by Schoen

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

E. 9:25 AM- BARRY RHINEBERGER, PLANNING & ZONING

1. Adopt a Resolution Authorizing Jacob Wagaman, Environmental Health Supervisor, to Submit an Application to the Minnesota Pollution Control Agency for the Wright County Septic System Low Interest Loan Project.

Environmental Health Supervisor Jacob Wagaman said that he is asking for authorization to submit an application to the Minnesota Pollution Control Agency (MPCA) to receive additional funding from the Minnesota Clean Water Partnership to allow Wright County to continue to offer low-interest loans to upgrade non-compliant septic systems. Wright County serves as the disbursement and collection agent for the funds and there is not a direct cost to the county.

Motion made by Diedrick and seconded by Kaczmarek

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

Names:
For: Diedrick, Holland, Kaczmarek, Schoen, Vetsch

ITEMS FOR CONSIDERATION

A. ADMINISTRATION**1. Request to Schedule a Committee of the Whole to Review Status and Direction for the Household Hazardous Waste/Recycling Center Project**

A Committee of the Whole, Household Hazardous Waste/Recycling Center Project was scheduled for 12:30 p.m. Tuesday, June 4.

Motion made by Holland and seconded by Schoen

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

2. Process for Scheduling Closed Sessions

Kaczmarek said that the third labor negotiations meeting was scheduled within the second meeting and asked why the process of bringing the meeting request wasn't brought to the board as the first two meetings were. Vetsch said that all necessary members were in the room to schedule the meeting and although it is best practice to schedule additional meetings at a board meeting, it won't always follow that process. Kaczmarek said it is expensive to hold these meetings due to the people in the room and the time necessary for preparation. The scope of the meeting has changed from the first meeting and it is not an exact continuation of the same meeting. Vetsch said that board members requested the additional item to review consequences within the organization.

Kaczmarek moved for no additional closed sessions on the topic until labor negotiations time frame. Motion failed for a lack of a second.

Schoen said that she doesn't want the board's hands to be tied by limiting conversations to negotiation times only. Kaczmarek asked if employee survey and exit interview information would be available for the third meeting and if not, requested to postpone the meeting until that information is ready. Assistant County Administrator Clay Wilfahrt said that the information would not be ready in that timeframe and the Labor Negotiations Closed Session was rescheduled for 9:30 a.m. Monday, June 17 to allow time for the survey and exit information to be presented.

3. Reschedule the Committee of the Whole, Sheriff's Office Update

The Committee of the Whole- Sheriff's Office Update has been rescheduled for 9:00 a.m. Monday, June 3.

Motion made by Schoen and seconded by Diedrick

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

4. Reschedule Committee of the Whole, Public Health

The Committee of the Whole- Public Health has been rescheduled for 11:00 a.m. Monday, June 3.

Motion made by Holland and seconded by Schoen

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

B. COMMITTEE RECOMMENDATIONS

1. Approve and Adopt Recommendations from the Budget Committee of the Whole (5-8-2024)

Kaczmarek confirmed that the recommendation to add all staffing requests to the Consent Agenda does not include the upcoming request for a Procurement Analyst and that position should be added to Items for Consideration.

Motion made by Kaczmarek and seconded by Schoen

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

2. Approve and Adopt Recommendations from the Committee of the Whole- County Ditch 19 (5-8-2024)

Motion made by Schoen and seconded by Holland

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

3. Approve and Adopt Recommendations from the County Board Workshop (5-14-2024)

Vetsch said that there is a modification to Recommendation 4 to include staff to work with school districts to reduce meeting frequency where necessary.

Motion made by Holland and seconded by Kaczmarek

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

ADJOURNMENT

The meeting adjourned at 10:17 a.m.

WARRANTS ISSUED

A. Warrants Issued

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