



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS

Tuesday, November 5, 2024

DATE APPROVED: November 19, 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
	Darek Vetsch

Absent

Board of Commissioners:	Nadine Schoen
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PLEDGE OF ALLEGIANCE

MINUTES - DISPENSE WITH READING, APPROVE AS WRITTEN/REVISED

Motion to approve minutes collectively made by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

A. Approve Minutes from the County Board Meeting (10-15-2024)

B. Approve Minutes from the Public Hearing- Tobacco Ordinance Amendment (10-15-2024)

REVIEW & APPROVAL OF AGENDA

Motion by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

CONSENT AGENDA

Motion by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

A. ADMINISTRATION

1. Approve Charitable Gambling Application, Form LG220, Rachel Foundation, Gambling Premises: Rachel Property on Sugar Lake, 7705 117th Street NW, Annandale, Date of Activity 02/08/2025

B. ATTORNEY

1. Request Chairperson sign Joint Powers Agreement with Marysville Township and the City of Albertville for the Enforcement and Regulation of Cannabis.

C. FINANCE & TAXPAYER SERVICES

1. Approve Assessments to be Levied Against Benefited Land Owners for County Ditch Systems, Payable Year 2025.
2. Approve the Reimbursement of the American Rescue Plan (ARP) Act Funds as Follows:
Approval of Use of ARP Funds From 01-099-493
\$142.05 Aid to Nonprofit Organizations- 4-H
3. Motion to approve the reimbursement of the ARP Act Funds as Follows:
Approval of use of ARP funds from 01-099-493-8467
\$5,500.00 2.26 Education Assistance-Senior Community
\$11,317.60 Aid to Nonprofit Organizations- 4-H
\$37,259.18 9.2 Surface Transportation Projects- Silver Creek Township
\$91,118.00 9.2 Surface Transportation Projects- Rockford Township
4. Approve the Reimbursement of the ARP Act Funds as Follows:
Approval of Use of ARP Funds From 01-099-493-8467.

\$1,277,791.96 2.22 Strong Healthy Communities: Neighborhood Features that Promote Health and Safety-Schroeder Park Redevelopment
5. Acknowledge Warrants Issued Between October 8 thru October 28, 2024.

D. HUMAN RESOURCES

1. Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with MNPEA (Non-Licensed Essential Sheriff Staff).

2. **Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with Teamsters Local No. 320 (Sheriff Essential Supervisory Staff)**
3. **Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with AFSCME.**
4. **Approval and Authorization of Memorandum of Agreement (MOA) for County Contributions for the 2025 Health Insurance Plans with the Wright County Deputies Association (WCDA).**
5. **Approval and Authorization of Memorandum of Agreement (MOA) for County Contributions for the 2025 Health Insurance Plans with Teamsters Courthouse (Local 320)**
6. **Request Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with Assistant Wright County Attorney Association.**
7. **Request Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with International Union of Operating Engineers, Local No. 49.**

E. PARKS & RECREATION

1. **Award Contract and Authorize Signatures for the Purchase and Installation of a Playground as Part of the Montissippi County Park Improvement Project.**
2. **Confirm Parks and Recreation Advisory Board Appointments. Commissioner District 1- Appointment of Martyn Dibben, and Commissioner District 2 - Appointment of Melanie Leckey. Both Effective January 1, 2025 and Ending December 31,2028.**
3. **Transfer the remaining fund balance of \$133,000 for the Crow River Regional Trail Phase 1 to the Design and Engineering Portion of the Crow River Regional Trail Phase 2.**

F. PLANNING & ZONING

1. **Accept the Recommendation of the Planning Commission to Rezone the Following Property: Ryan Nelson - (Silver Creek Township). With a Unanimous Vote, the Planning Commission Recommends Approval to the County Board of Commissioners Regarding the Rezoning of that Portion of Tax Parcel #216-100-361301 Noted as Tract E on the Survey Prepared by O'Malley & Kron Land Surveyors, Inc., Job. No. 2021-800, Dated 8-14-2024,**

from AG-General Agriculture and S2-Shoreland to Suburban Residential-a (R2a) with a Residential-Recreational Shoreland District Overlay (S-2).

- 2. Accept the Recommendation of the Planning Commission to Rezone the Following Property: James Buranen - (Southside Twp.) With a Unanimous Vote, the Planning Commission Recommends Approval to Rezone a Portion of Parcel #217-000-153101, Noted on the Survey by Otto Associates, Project No. 24-0138, Dated 2-23-24, from (AG) General Agriculture to (B1) Highway Business.**
- 3. Accept the Recommendation of the Planning Commission to Rezone the Following Property: Robin Brisse - (Silver Creek Township). With a Unanimous Vote, the Planning Commission Recommends Approval to Rezone that Portion of Parcel 216-100-214400 North of 142nd St. NW, from AG General Agriculture and S-2 Residential Recreational Shoreland to R1- Urban Rural Transition and S-2 Residential Recreational Shoreland.**

G. PROJECT ADMINISTRATION

- 1. Approve Change to Grant End Date From 11/1/2024 to 12/1/2024 for ARP Grant TOWN-015 Silver Creek Township Surface Transportation Grant (\$83,996.00)**

TIMED AGENDA ITEMS

A. 9:05 AM- MARC MATTICE, ADMINISTRATION

- 1. Adopt Resolution to Reappoint Anthony Rasmuson as Wright County Assessor Pursuant to Ms 273.061 for a Four Year Term Commencing January 1, 2025.
Administer the Oath of Office Upon Reappointment.**

Assistant County Administrator Marc Mattice asked to reappoint Wright County Assessor Anthony Rasmuson for an additional four-year term. Mattice said Rasmuson and his team do an excellent job in the assessment process.

Motion by Kaczmarek and seconded by Holland

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

Names:

For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

Vetsch administered the Oath of Office. Rasmuson thanked the board for the ongoing opportunity to serve the citizens of Wright County and assured he will

do his very best to produce fair and equitable assessments and administer property tax programs for all 35 jurisdictions in Wright County.

B. 9:15 AM- MATT DETJEN, PARKS & RECREATION

1. Requesting Permission to Apply for the Statewide Wood Waste Utilization Grant through the MPCA

Agriculture and Drainage Supervisor Matt Detjen said the Minnesota Pollution Control Agency (MPCA) received a one-time appropriation of competitive grant funds to help reduce open burning of wood. The grant requires a 20 percent match that can be cash or in-kind labor. Diedrick asked what ideas Detjen has for use of the grant funds. Detjen said he would be interested in the board considering micro-grants. Traditionally grants are only available for use on public lands, but this grant would have the ability to serve private lands as well, specifically for treatment or cutting of diseased trees. A large driver of the grant is the Emerald Ash Borer and the grant can serve cities, townships and residents in the treatment or disposal of diseased trees. Kaczmarek said it was important to talk about the scope of the grant, which is to discourage burning but he hopes that staff can find a legal way to dig a hole and burn to avoid the cost of hauling and disposal. Kaczmarek also requested to look at a future option or opportunity to sort wood when it comes in to process into useable bedding material for animals, which the grant could be applied to.

Motion by Holland and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

2. #1) Staff Update on County Ditch #19 and Drainage Authority Direction on Future Short-Term Repairs

#2) Review Moore Engineering Contracted Item to Hold an Informational Meeting on County Ditch #19 Prior to Submitting Repair Report.

#3) Schedule an Informational Meeting (if-requested).

Detjen said the professional service hired to review the repair report and redetermination of records is still in process. Detjen said as discussed in the report, there is motivation to make repairs on portions of the system that were cleaned out and he is asking for authorization, up to \$20,000, for tree removal. Kaczmarek asked if there was pending ARP money that would be eligible for this project. Vetsch confirmed that the ARP fund conversation would be included in the December County Board Workshop.

Motion to authorize up to \$20,000 for tree removal on County Ditch #19 made by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

Detjen said staff is requesting approval to submit a request to the Department of Natural Resources (DNR) for maintenance of the repaired ditch sections. Interim

County Administrator Greg Kryzer confirmed that the county is not asking for permission from the DNR, it is asking for concurrence pursuant to statute.

Motion to approve staff to submit the request to the DNR made by Kaczmarek and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

Detjen asked if the board would like staff to hold an informational meeting on CD 19 before submitting the repair report and holding the public hearing. Vetsch said he would rather save costs due to the meetings being held so closely together. Kaczmarek agreed as long as people would have the ability to ask questions at the public hearing.

3. Approve the Lowest Responsible Bid for Granite Lake WASCOB Project, and Authorize Staff to Draft a Contract For Legal Review and Approve Signatures.

Detjen said competitive bids were received, the lowest responsible bid was from MSB Tiling and Excavating for \$181,127. The project is partially funded through ARP and Clean Water funds through the Soil & Water Conservation District, so it does not involve any landowner costs. The bids received were almost \$100,000 less than the engineer's estimate.

Motion by Holland and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

C. 9:30 AM- PUBLIC HEARING, ORDINANCE AMENDMENT 24-6, DANGEROUS DOGS

1. Public Hearing- Dangerous Dogs Ordinance Amendment 24-6

Risk and Safety Manager Tim Dahl said that there was no public comment received prior to the public hearing, and provided a brief summary of the ordinance changes. The primary change was clarifying language to simplify the process and match state law.

Vetsch opened public hearing at 9:30 a.m.

There were no members of the public present that commented.

Vetsch closed the public hearing at 9:30 a.m.

Motion to approve Ordinance Amendment 24-6 made by Diedrick and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

D. 9:40 AM- GREG KRYZER, ADMINISTRATION

1. Adopt Resolution for Summary Publication of Ordinance Number 24-6

Motion by Kaczmarek and seconded by Holland

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

Names:

For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

E. 9:45 AM- PUBLIC HEARING, FEES FOR SERVICE SCHEDULE

1. Public Hearing - 2025 Fees For Service Schedule

Mattice said there were no comments received regarding the fee schedule prior to the public hearing.

Vetsch opened the public hearing at 9:45 a.m.

There were no members of the public present that commented.

Vetsch closed the public hearing at 9:45 a.m.

2. Approve 2025 Fees for Service Schedule

Motion by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

F. 9:50 AM- HEALTH & HUMAN SERVICES

1. HEALTH & HUMAN SERVICES CONSENT AGENDA

Motion by Holland and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

- i. **Approve Request to Rehire One Full Time Revenue & Debt Coordinator Position.**
- ii. **Approve Request to Rehire One Full Time Office Technician I Position.**
- iii. **Approve Request to Rehire One Full Time Office Technician II Position.**

2. HEALTH & HUMAN SERVICES TIMED AGENDA

i. Adopt Resolution HHS 24-12 to Accept September and October 2024 Donation.

Health & Human Services Director Jami Goodrum confirmed that the donation total was \$375.

Motion by Diedrick and seconded by Holland

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

Names:

For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

ii. HHS Director's Comments:

1. Recognition and Acknowledgment of Service: Laurel Smith, Office Technician II Retires 11-22-2024

2. Well Water Testing Accreditation

3. October 17 Community Connect Event by Sherburne County Area United Way

4. Sarah Grosshuesch Elected as Opioid Epidemic Response Advisory Council (OERAC) Vice-Chair, November 2024 – October 2025

5. Cannabis & Substance Use Prevention (CSUP) Grant Award to Community Health Boards (CHB)

Goodrum recognized the retirement of Laurel Smith, an Office Technician II who has been with Wright County since 2007.

Goodrum said that Health & Human Services (HHS) is now accredited for well water testing. Testing kits can be picked up from HHS and cost \$30.

Goodrum said that the Community Connect event was very well attended, with 960 attendees and 53 vendors. The event offered haircuts, coats, shoes and other opportunities. One third of the attendees were from Wright County and HHS will look to have another event in the future.

Goodrum said that Public Health Director Sarah Grosshuesch was elected as the Vice Chair of OERAC, a governor-appointed committee.

Goodrum confirmed that HHS received a grant for \$141,000 from the Minnesota Department of Health from the Cannabis & Substance Use Prevention Grant.

Goodrum said that HHS has seen an increase in requests for adult protection, 101 in September, up from an average of 80.

Goodrum said that an eligibility specialist received a copy of a drivers license that looked to be inconsistent with a state-issued license. It was determined that the license was fake and fraud was prevented. Based on the findings, the agency reviewed all licenses submitted back to January 2024 and found five additional cases with the same photo abnormalities. All five cases were reviewed and benefits were immediately stopped.

G. 10:10 AM- GREG KRYZER, ADMINISTRATION

1. Adopt Resolution for Hearing Officer's Findings Regarding Tobacco Violation for One Stop Smoke Shop in Albertville

Motion by Kaczmarek and seconded by Holland

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

Names:

For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

2. Request Board to Adopt Wright County Ordinance 110: Tobacco Regulations, Amendment 24-3.

Motion by Holland and seconded by Kaczmarek

Kryzer thanked HHS staff and Public Health, saying it has been a long process and truly a team effort to protect minors in Wright County from tobacco use.

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

3. Adopt Resolution Approving Summary Language for Publication of Ordinance Number 24-3

Motion by Kaczmarek and seconded by Holland

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

Names:

For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Schedule a Transportation Committee Meeting of the Whole (TCOTW), Suggested Date 10:00 a.m. Monday, November 25.

A Transportation Committee of the Whole was scheduled for 10:00 a.m. Monday, November 25.

Motion by Kaczmarek and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

2. Set Agenda For The Tuesday, November 12, 2024, County Board of Commissioners Workshop

Kryzer asked to add a discussion for the Planning Commission Hearing Process. Holland said that she will not be at the workshop and asked to hold off until

December as she is the commissioner that sits on the Planning Commission Board.

Motion to approve the Workshop agenda as presented made by Kaczmarek and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

3. Approve the Lawful Gambling Application and Adopt Resolution for the Maple Lake Lions, Location- Up The Creek Bar and Grill

Motion by Diedrick and seconded by Holland

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

Names:

For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

4. Authorize Signatures on Lease Agreement Between Wright County and Wright County Economic Development Partnership For Calendar Year 2025

Kaczmarek said that the lease rate reflects depreciation and states the 950 square foot dedicated office space, but he did not see anything regarding the use of conference rooms that are also occupied by the group. Vetsch said conference room use falls under a separate policy. Any organizations that the county makes allocations to allows for use of the conference rooms. Kryzer confirmed that the use of outside entities does not interfere with county operations, and that county use is prioritized.

Motion by Diedrick and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

ADJOURNMENT

The meeting adjourned at 9:51 a.m.

WARRANTS ISSUED

A. Warrants Issued

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

