BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

Tuesday, December 17, 2024

DATE APPROVED: January 21, 2025

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
	Nadine Schoen
	Darek Vetsch
	Michael Kaczmarek

PLEDGE OF ALLEGIANCE

2024 QUARTER FOUR YEARS OF SERVICE RECOGNITION

A. 2024 Quarter Four Years of Service Recognition

34 employees were recognized for years of service.

Vetsch recessed the meeting at 9:19 a.m. and reconvened at 9:24 a.m.

MINUTES - DISPENSE WITH READING, APPROVE AS WRITTEN/REVISED

Motion to approve the minutes collectively with the change listed below made by Schoen and seconded by Diedrick.

Diedrick's request to add to the minutes from the Committee of the Whole Meeting – Sheriff and Attorney Salary was discussed.

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

A. Approve Minutes from the Committee of the Whole Meeting - Sheriff and Attorney Salary (11-19-2024)

B. Approve Minutes from the County Board Meeting (12-3-2024)

Kaczmarek asked to remove the first sentence of the second paragraph under Item B in Committee Recommendations.

C. Approve Minutes from the Public Hearing - Notice of Intent to Amend Cannabis Ordinance 24-8 (12-3-2024)

D. Approve Minutes from the County Board Meeting - Budget/Truth in Taxation (12-5-2024)

E. Approve Minutes from the County Board Workshop (12-10-2024)

REVIEW & APPROVAL OF AGENDA

Motion to approve the agenda as presented by Schoen and seconded by Holland

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

CONSENT AGENDA

Motion to approve the consent agenda as presented by Schoen and seconded by Holland

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

A. ATTORNEY

1. **Authorize Board Chair to Sign Joint Powers Agreement for the Enforcement and Regulation of Cannabis with the Cities of Clearwater and Waverly**

B. FINANCE & TAXPAYER SERVICES

1. **Approve Agreement and Authorize Board Chairperson and County Finance Director Signatures with CliftonLarsonAllen for Auditing Services**

2. **Approve the Reimbursement of the American Rescue Plan (ARP) Act Fund as Follows:**
   Approval of Use of ARP Funds From 01-099-493-8467
   $17,019.21 5.6 Clean Water: Stormwater-Maple Lake Township

3. **Approve the Reimbursement of the ARP Act Fund as Follows:**
   Approval of Use of ARP Funds From 01-099-493-8467
   $22,151.82 5.6 Clean Water: Stormwater-Silver Creek Township
   $355,510.80 5.9 EC 5.9 Clean Water: Nonpoint Source
   $511,320.20 2.22 Household Assistance: Rent, Mortgage, and Utility Aid

4. **Approve the Estimated Transfers from the General Fund to the Attached County Ditch Accounts and Highway 55 Corridor, Totaling $525,520 to Cover 2024 Year-End Deficit Balances as Allowed by MS103E.655, Subd2.**
   Estimated Amounts May Change Based on the Final Days of the Year

5. **Acknowledge the November 2024 Budget to Actual Report**

6. **Acknowledge Warrants Issued Between November 23 through December 9, 2024**

C. HEALTH & HUMAN SERVICES

1. **Approve 2024 Tobacco License (Change of Ownership) for Speedway in Albertville, Monticello, and Rockford.**

2. **Approve HHS Advisory Committee (HHSAC) Two-Year Term Reappointment:**
   Vickie Nibbe, District 5 – Sixth Term Ends 12-10-2024

3. **Approve Request to Rehire One Full-Time Social Worker I Position**

4. **Approve Request to Rehire One Full-Time Office Technician I Position**

D. PLANNING & ZONING

1. **Approve Planning Commission and Board of Adjustment Three-Year Term Appointments:**
   Dan Vick, District 5 Reappointment on the Board of Adjustment
   Dan Mol, District 2 Reappointment on the Board of Adjustment
   Larry Smith, District 1 Appointment on the Planning Commission
   Dan Mol, Member at Large Reappointment on the Planning Commission

E. PROJECT ADMINISTRATION

1. **Approve Change to Grant End Date From 12/1/2024 to 6/15/2024 for ARP Grant TOWN-015 Silver Creek Township Surface Transportation Grant ($83,996.00)**

2. **Approve Changes to Water Quality Grant Agreements:**
   Cancel the American Rescue Plan (ARP) Water Quality Grant Agreement WQG-002 City of Monticello Ditch 33 Outlet Improvements ($826,875)

   Increase the Water Quality Grant Agreement WQG-0 02-01 City of Monticello Ditch 33 Outlet Improvements from $143,750 to $970,625) Funded via County General Fund
   Extend the End Date from 12/31/2026 to 12/31/2027

3. **Approve Change to Grant End Date From 12/1/2024 to 6/1/2025 for American Rescue Plant (ARP) Grant WQG-005 Otsego Creek Restoration Project ($210,000)**

TIMED AGENDA ITEMS

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

1. Adopt Resolution for Aquatic Invasive Species Prevention Aid

Soil & Water Conservation District Water Management Specialist Alicia O'Hare shared highlights and accomplishments from the Wright County Aquatic Invasive Species Report 2024.

O'Hare asked the board to consider approval of a resolution for aquatic invasive species prevention aid in the amount of $237,999 for 2025.

Discussion was had in support of the resolution.

Motion to adopt the resolution by Diedrick and seconded by Kaczmarek

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

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

B. 9:08- BRAD HARRINGTON, PARKS & RECREATION

1. Adopt Resolution to Accept Donation from Minnesota Mountain Bike Race Series in the Amount of $5,705.60

Parks & Recreation Operations Manager Brad Harrington shared highlights from the inaugural Bertram Saddle Buster event in partnership with Minnesota Mountain Bike Race Series.

Harrington asked the board to consider approval of a resolution for acceptance of a donation from Minnesota Mountain Bike Race Series in the amount of $5,705.60.

Motion to adopt the resolution by Diedrick and seconded by Holland

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

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

C. 9:13 AM- TYLER WEBSTER, FINANCE & TAXPAYER SERVICES

1. Review of 2024 General Election

Elections Manager Tyler Webster shared a review of the 2024 election cycle.

Discussion was had in support of the staff overseeing the elections.

D. 9:18 AM- CHAD HAUSMANN, HIGHWAY

Highway Engineer Chad Hausmann explained the procedural steps of condemnation of county state aid highways (CSAH).

Hausmann asked the board to consider approval of a resolution for condemnation for the unsigned parcels of Right of Way on CSAH No. 19 from the Crow River to CSAH 34 in Hanover.

Discussion was had and Schoen explained opposition to the resolution.

1. Approve Resolution for Condemnation on County State Aid Highway 19

Motion to adopt the resolution by Holland and seconded by Diedrick

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

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

E. 9:21 AM- JAMI GOODRUM, HEALTH & HUMAN SERVICES

1. Approve Opioid Settlement Advisory Council's (OSAC) Recommendations for Request for Proposals (RFP) Funding Grantee: Local Social Services Non-Profit Organization: $169,888.97

Health & Human Services Public Health Nurses Rebecca Graham and Eleanor Vanasse presented the Opioid Epidemic Response requests for proposals review process.

Graham and Vanasse asked the board to consider approval of $169,888.97 in Opioid Settlement Funding to Rivers of Hope.

Discussion in support of the funding was had.

Motion to approve funding by Diedrick and seconded by Holland

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

2. 1. Adopt Wright County Ordinance Amendment 24-8, Cannabis Regulation and Registration
2. Adopt Resolution for Summary Language for Publication of Ordinance Number 24-8

Health Promotion Coordinator Megan Coleman summarized the process to date in creating amendment 24-8, cannabis regulation and registration.

Coleman asked the board to consider adoption of ordinance amendment 24-8.

Coleman asked the board to consider adoption of a resolution for summary language for publication of the ordinance.

Discussion cab be found on video.

Motion to adopt the ordinance amendment by Holland and seconded by Kaczmarek

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

Motion to adopt the resolution for summary language for publication by Diedrick and seconded by Holland

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

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

ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Schedule a Legislative Committee of Whole Meeting for January 6, 2025 at 9:00 a.m.

Meeting was scheduled for 10:00 a.m. Thursday, January 23, 2025.

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

2. Schedule Public Hearing for Re-determination of Benefits for County Ditch 19; Suggested Date January 13, 2025 at 1:00 p.m.

Agricultural & Drainage Supervisor Matt Detjen made a correction to the agenda item stating it should be "Schedule Public Hearing for Re-establishment of Records for County Ditch 19."

Motion to schedule public hearing as suggested by Holland and seconded by Schoen

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

3. Schedule Negotiation Committee of the Whole Meeting; Suggested Date of January 23 or January 24, 2025

Motion to schedule a Negotiation Committee of the Whole at 10:00 a.m. Thursday, January 23, 2025 by Holland and seconded by Diedrick
Motion to schedule a Negotiation Committee of the Whole at 10:00 a.m. Thursday, January 23 by Holland and seconded by Schoen

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

4. Approve Resolution Setting Per Diem for Appointees to the County Board and Health & Human Services Board Committees, Boards and Commissions For 2025

Motion to adopt the resolution by Schoen and seconded by Holland

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

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

5. Adopt Resolution Setting the County Attorney's Salary for 2025

Discussion was had in support of the resolution.

Motion to adopt the resolution by Holland and seconded by Schoen

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

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

6. Adopt Resolution Setting the Sheriff's Salary for 2025

Diedrick made a statement on the sheriff's performance and motioned to amend the resolution to increase the Sheriff's salary 6.3 percent for 2025. Hearing no second, the motion failed.

Discussion in support of the resolution as presented was had.

Motion adopt resolution by Holland and seconded by Schoen

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

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

7. Adopt Resolutions Setting 2025 Budget and Levy

Discussion was had and Kaczmarek explained opposition to the resolutions.

Motion to adopt the resolution setting the 2025 levy by Schoen and seconded by Holland

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

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

Motion to adopt the resolution setting the 2025 budget by Schoen and seconded by Holland

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

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

8. Adopt Resolution Setting the County Board's Salary for 2025

Discussion was had and Diedrick explained opposition to the resolution.

Motion to adopt the resolution by Schoen and seconded by Holland

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

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

9. Approve Budget Amendments for December 2024

Motion by Schoen and seconded by Holland

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

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

B. FINANCE

1. Adopt Resolution to Commit Fund Balance for Unspent American Rescue Plan (ARP) Funds in Accordance with Governmental Accounting Standards Board (GASB) Statement #54

Motion by Schoen and seconded by Holland

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

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

C. HIGHWAY

1. Approve and Adopt Resolution for Final Acceptance and Payment of Contract No. 24-02 in the Amount of $7,984.49 to Pearson Bros., Inc. of Hanover, MN for the 2024 Seal Coat Program

Motion to approve and adopt resolution by Diedrick and seconded by Holland

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

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

D. COMMITTEE RECOMMENDATIONS

1. Approve and Adopt Recommendations from the Committee of the Whole Meeting - Sheriff and Attorney Salary (11-19-2024)

No action taken as recommendations were acted upon by board approval under items for consideration.

2. Approve and Adopt Recommendations from the County Board Workshop (12-10-2024)

Recommendations requiring board approval were voted on individually as listed below.

Diedrick motioned to amend the commissioner expense budget recommendation. Hearing no second, the motion failed.

Motion to approve $240,000 to the Ag & Drainage Grant Assistance Fund, $175,000 to repair tiles on County Ditch 20, $100,000 to repair tiles on County Ditch 35, $70,0000 for a General Ditch Planning Fund that will help pay for engineering, redeterminiation of benefits and redetermination of records costs, and $15,000 for the installation of water control structure on County Ditch 31 by Schoen and seconded by Holland

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

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

Motion to approve $500,000 for the Oracle ERP Enhancement Fund and authorize signatures on a contract with eCapital Advisors to implement modules by Schoen and seconded by Holland

Aye: 3; Nay: 2; Abstain: 0; Absent: 0; Recused: 0

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

Motion the approve authorization of signatures on a contract with Flaherty & Hood to provide lobbying services for the 2025 Minnesota State Legislature session with a not-to-exceed figure of $55,000 by Holland and seconded by Schoen

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

Motion an increase to the commissioner Expense Budget to $2,700 per commissioner district in 2025 with negative carry-forward for commissioners who exceed their expense accounts in 2024; approve the remaining balance in the Commissioner District 3 expense account ($329.81) to be transferred into the Commissioner District 4 account and the transfer take place by December 31, 2024 by Schoen and seconded by Holland

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

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

ADJOURNMENT

Meeting adjourned at 10:50 a.m.

WARRANTS ISSUED

A. Warrants Issued

Minutes submitted by Kelly Kosloski, Administrative Specialist.