BOARD AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS
Tuesday, April 7, 2026

Tina Diedrick, District 1
Darek Vetsch, District 2
Jeanne Holland, District 3
Nadine Schoen, District 4
Robert (Kirby) Moynagh III, District 5

I. PLEDGE OF ALLEGIANCE

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

A. COUNTY BOARD MINUTES

1. Approve Minutes from County Board Meeting (03-17-2026)

B. COMMITTEE MINUTES

1. Approve Minutes from Ditch Committee of the Whole (03-10-2026)

2. Approve Minutes from Ditch Committee Meeting (03-17-2026)

3. Approve Minutes from Personnel Committee (03-23-2026)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Authorize Signatures on Lease Extension With The USDA Buffalo Service Center

B. ASSESSOR

1. Authorize Backfill of Property Appraiser Position Due to Vacancy, Recommendation from March 23, 2026 Personnel Committee Meeting

C. FINANCE & TAXPAYER SERVICES

1. Approve Budget Amendment 23, Tandem Plow

2. Approve Budget Amendment 24, Election & Tyler Equipment

3. Approve Budget Amendment 25, Albertville Outpost

4. Approve Budget Amendment 26, 49ers Training

5. Approve Budget Amendment 27, CDC Funding

6. Approve Budget Amendment 28, SCORE

7. Acknowledge Warrant Disbursements Issued from March 9 through March 29, 2026

D. HEALTH & HUMAN SERVICES

1. Approve Mental Health Advisory Council (MHAC) Member Application:
   1. Ronnie King - Wright County Provider (Non-Wright County Resident)

2. Accept Opioid Settlement Advisory Council (OSAC) Member Withdrawals [(#) indicates Commissioner district or Out of County]: Tina Diedrick (1), Caty Wurm (2), Michelle Heizelman (OOC), Chad Miller (1), Melissa Pribyl (2), Derrick Haase (OOC), Chauntel Vick (1), Shawna Beckers (1), Lea Atkinson (OOC), Amanda Kistner (1), Brian Riehm (1), Erin Herda (5), Lashale Eskridge (4), Dawn Hagen (1), Tonya Klug (1)

   Accept Opioid Settlement Advisory Council New Members Applications [(#) indicates Commissioner district or County Employee (CE)]: Mike MacMillan (CE), Kirby Moynagh (CE), Jeanne Holland (CE), Eric Kunkel (CE), Brian Lutes (CE), Kathy Jerde (5), Chris Jahnke (CE), Joe Hagerty (4), Mashell Bjorge (1), Leandra (Andy) Muhlenburg (3), Benjamin (Benjy) Schirm (1)

E. PLANNING & ZONING

1. Authorize Signatures on the 2025 County Feedlot Officer Annual Report

F. SHERIFF

1. Approve Backfill of Two Office Technicians, Recommendation from March 23, 2026 Personnel Committee Meeting

2. Authorize Signatures on 1115 Reentry Capacity Building Grant contract. Attached is a copy of the contract. A DocuSign document will be sent to the Board Chair.

V. TIMED AGENDA ITEMS

A. 9:05 AM - GREG KRYZER - COUNTY ADMINISTRATOR

1. Approve Resolution 26-27, Recognizing National County Government Month in Wright County April 2026

B. 9:10 AM - MATT DETJEN -AGRICULTURE & DRAINAGE SUPERVISOR

1. Adopt Resolution 26-32 for the Findings and Order Correcting Drainage System Records for Wright County Ditch #23, Recommendation from March 10, 2026 Ditch Committee of the Whole Meeting

2. Approve up to $60,000 from the Ag & Drainage Grant Assistance Fund for the Wright County Ditch 34 Project, Recommendation from the March 17, 2026, Ditch Committee Meeting

C. 9:15 AM - BARRY RHINEBERGER - PLANNING & ZONING ADMINISTRATOR

1. Approve Adoption of Ordinance 26-1 Amending the Wright County Code of Ordinances Chapter 155.056(C)(2) Floodplain Overlay District Including Incorporation of Maps by Reference

D. 9:20 AM - CHAD HAUSMANN - HIGHWAY ENGINEER

1. Adopt Resolution 26-28, Approving the Preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 19 and 30th Street NE, SAP 086-70-027

2. Adopt Resolution 26-29, Approving the Preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 37, CP 086-037-211

3. Adopt Resolution 26-30, Approving Preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 37, CP 086-037-262

4. Award Contract No. 26-08, CSAH 36 Federal reconstruction project (subject to authorization of award by the MnDOT Civil Rights Office). SP 086-636-009/010

5. Authorize Signatures on a Purchase Agreement for PID #114-800-023103

6. Authorize the County Administrator to sign a Lease Agreement for County owned property, PID #114-800-023103

7. Adopt Resolution 26-33, Approving Agreement No. PW 57-73-25 with Hennepin County to provide for a 50/50 cost split for the CR 139 (County Line Road) Pavement Improvements

8. Approve Funding Participation and Construction Agreement No. 26-50 with the City of St. Michael.

9. Authorization for Additional Services with SRF Consulting Group

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Set Agenda for Tuesday, April 14, 2026, County Board of Commissioners Workshop

2. Set Date and Time for Assessor Committee of The Whole, June 11, 2026, at 10:30 a.m.

3. Approve Resolution 26-31, of Final Acceptance and Final Payment of Contract No. 2304 in the amount of $368,758.09 to S M Hentges & Sons, Inc. of Jordan, MN

VII. ADJOURNMENT

VIII. WARRANTS ISSUED

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
○ RFBA ◉ Minutes Submission ○ Warrants Submission

Target Section
○ Consent Agenda ○ Timed Agenda
○ Item for Consideration

Originator
BTP5489

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Minutes County Board Meeting (03-17-2026)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Minutes County Board Meeting (03-17-2026)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
3-17-2026 County Board Meeting Minutes.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

Tuesday, March 17, 2026

DATE APPROVED: [ ]

Tina Diedrick, District 1
Darek Vetsch, District 2
Jeanne Holland, District 3
Nadine Schoen, District 4
Robert (Kirby) Moynagh III, District 5

The Wright County Board met in regular session at 9:00 A.M. with Vetsch, Holland, Schoen, and Moynagh present.

Present and were the following:

Board of Commissioners:	Jeanne Holland
	Kirby Moynagh III
	Nadine Schoen
	Darek Vetsch
Absent	
Board of Commissioners:	Tina Diedrick

PLEDGE OF ALLEGIANCE

At 9:00 a.m. Chair Darek Vetsch called meeting to order.

GENE JANIKULA DAY

A. Adopt Resolution 26-21, Proclaiming March 17, 2026 as Gene Janikula Day

At 9:01 a.m. County Administrator Greg Kryzer spoke on Resolution 26-21 Proclaiming March 17, 2026, as Gene Janikula Day. Former Commissioner Charlie Borrell spoke on Woodland Township's Chairman of the Board Gene Janikula's service to Wright County. Vetsch, Commissioner Kirby Moynagh, Commissioner Jeanne Holland and Commissioner Nadine Schoen spoke on Janikula's service to Woodland Township and Wright County citizens. Janikula spoke about his time working for Woodland Township. Vetsch requested a motion to adopt Resolution 26-21.

Motion by Holland and seconded by Schoen

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

EMPLOYEE SERVICE RECOGNITION

A. 2026 Quarter One Years of Service Recognition

At 9:09 a.m. Vetsch spoke on the quarter one years of service award recipients. Kryzer announced the names.

B. 2026 Wright County Employee of the Year

At 9:16 a.m. Assistant County Administrator Marc Mattice spoke on Employee of the Year, Health & Human Services Fraud Investigator Daniel Christian. Financial Services Manager Kim Johnson spoke on Christian's nomination. Christian spoke on his work for the county. Vetsch and Moynagh spoke on Christian's work to the citizens of Wright County.

C. 2026 Wright County Group of the Year

At 9:25 a.m. Mattice spoke on Group of the Year, the Parks & Recreation Department. Parks & Recreation Operations Manager Brad Harrington introduced the Group of the Year. Schoen and Holland spoke on the work Parks & Recreation does.

At 9:33 a.m. Social Services Manager Jill Pooler spoke on Social Services Supervisor Richelle Kramer. Kramer spoke on her time working at Wright County. Vetsch thanked Kramer for her service to Wright County

At 9:37 a.m. Moynagh spoke on the Wright County employees who over the weekend worked hard to plow and salt roads.

At 9:40 a.m. Vetsch recessed the board meeting.

MINUTES - DISPENSE WITH READING, APPROVE AS WRITTEN/REVISED

At 9:58 a.m. Vetsch reconvened the meeting

A. Approve Minutes County Board Meeting (03-03-2026)

At 9:58 a.m. Vetsch requested a motion to approve the minutes

Motion by Schoen and seconded by Moynagh

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

REVIEW & APPROVAL OF AGENDA

At 9:59 a.m. Vetsch asked for any modifications to the agenda. Kryzer requested a letter of support for the Monticello water treatment plant to be added to Consent Agenda, Administration #2. Vetsch requested a motion to approve the agenda.

Motion by Moynagh and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch

Absent: Diedrick

CONSENT AGENDA

At 9:59 a.m. Vetsch requested a motion to approve the consent agenda

Motion by Moynagh and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

A. ADMINISTRATION

1. **Approve Gambling Application, Form LG220, 3 of a Kind, Gambling Premises: Silver Bullet Saddle Club, 17363 County Rd 7 NW, Clearwater, MN 55320 (Clearwater Township), Date of Activity: 07-18-2026**

2. **Approve Letter of Support for the Monticello Water Treatment Plant - ADDED**

B. FINANCE & TAXPAYER SERVICES

1. **Approve Budget Amendment 21, Montissippi Park**

2. **Acknowledge Warrant Disbursements Issued from February 23 through March 8, 2026**

C. HIGHWAY

1. **Award Contract No. 26-01, for the 2026 Pavement Preservation Contract, to Knife River Corporation of Sauk Rapids, MN**

2. **Award Contract No. 26-02, for the 2026 Seal Coat Contract to Allied Blacktop Company of Maple Grove, MN**

3. **Award Contract 26-03 for the 2026 Pavement Markings to Sir Lines A lot, Edina, MN**

4. **Award Contract 26-04 for the 2026 Maltene Based Restorative Seal Project to Corrective Asphalt Materials, LLC.**

D. HUMAN RESOURCES

1. **Appoint Laureen Bodin to a Three Year Term on the Wright County Personnel Board of Appeals effective July 1, 2026, through June 30, 2029**

2. **Authorize Signatures on the 2026-2028 Collective Bargaining Agreement and Memorandum of Agreements with the Teamsters-Sheriff Essential Supervisory Unit**

TIMED AGENDA ITEMS

A. 9:30 AM - PUBLIC HEARING - 2026 FEES FOR SERVICE SCHEDULE CHANGES

1. **PUBLIC HEARING - 2026 Fees for Service Schedule Changes**

At 10:00 a.m. Vetsch opened public hearing for the 2026 Fee for Service Schedule Changes. No public speakers came forward. At 10:00 a.m. Vetsch closed the public hearing.

B. 9:35 AM - MARC MATTICE - ASSISTANT COUNTY ADMINISTRATOR

1. **Approve Wright County 2026 Fees for Service Changes**

At 10:01 a.m. Vetsch requested a motion to approve 2026 Fees for Service Schedule Changes.

Motion by Holland and seconded by Schoen

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

C. 9:40 AM - ROSS DEMANT - PARKS & RECREATION DIRECTOR

1. **Award Contract Including Alternates To Custom Builders Inc. for Montissippi County Park Improvements**

At 10:01 a.m. Parks & Recretion Director Ross Demant spoke on awarding contract for Montissippi County Park.

Motion by Schoen and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

D. 9:45 AM - BARRY RHINEBERGER - PLANNING & ZONING ADMINISTRATOR

1. **Adopt the Notice and Order for Denial of Application for Rezoning, with Findings, of Approximately 11.63 Acres (PID 208-200-362105) from Agricultural/Residential (AR) to Suburban Residential (a) (R2a)**

At 10:03 a.m. Planning & Zoning Administrator Barry Rhineberger spoke on the Notice and Order for Denial. Vetsch requested a motion to approve the order for denial.

Motion by Holland and seconded by Schoen

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

E. 9:50 AM - CHAD HAUSMANN - HIGHWAY ENGINEER

1. Adopt Resolution 26-22, to Enter into Minnesota Department of Transportation Contract #1062556

At 10:05 a.m. Highway Engineer Chad Hausmann spoke on Resolution 26-22, Enter into Minnesota Department of Transportation Contract #1062556. Vetsch requested a motion to adopt Resolution 26-22.

Motion by Schoen and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

2. Adopt Resolution 26-23, to Enter into Agency Agreement 1062288 for Exchange of State Funds for Federal Funds

At 10:06 a.m. Hausmann spoke on Resolution 26-23, Enter into Agency Agreement 1062288 for Exchange of State Funds for Federal Funds. Vetsch requested a motion to adopt Resolution 26-23.

Motion by Schoen and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

3. Adopt Resolution 26-24, Approving Trunk Highway 25 Detour Agreement with MnDOT

At 10:06 a.m. Hausmann spoke on Resolution 26-24, Approving Trunk Highway 25 Detour Agreement with MnDOT. Vetsch requested a motion to adopt Resolution 26-24.

Motion by Holland and seconded by Schoen
Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

4. Adopt Resolution 26-25, Approving Trunk Highway 24 Detour Agreement with MnDOT

At 10:08 a.m. Hausmann spoke on Resolution 26-25, Approving Trunk Highway 24 Detour Agreement with MnDOT. Vetsch requested a motion to adopt Resolution 26-25.

Motion by Schoen and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

5. Authorize Signatures on Memorandum of Understanding Between Met Council and Wright County

At 10:09 a.m. Hausmann spoke on the Memorandum of Understanding Between Met Council and Wright County. Moynagh questioned the participation of Wright County with Met Council. Hausmann spoke on it only being highway projects. Vetsch spoke on the agreement between the two. Kryzer spoke on the need for the Memorandum of Understanding. Vetsch requested a motion to approve the Memorandum of Understanding between Met Council and Wright County.

Motion by Schoen and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Schedule a Committee of the Whole for 11:00 a.m. April 7, 2026

At 10:14 a.m. Vetsch spoke on conflicts with the time and date for the Committee of the Whole. Kryzer suggested 10:30 a.m. Tuesday, April 21. Vetsch requested a motion to schedule a Committee of the Whole for April 21, 2026

Motion by Moynagh and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

2. Adopt Resolution 26-26, of Final Acceptance for Contract 2404 and Final Payment to Structural Specialties, Inc. in the Amount of $70,370.78

At 10:16 a.m. Vetsch requested amotion to approve Resolution 26-26, Final Acceptance for Contract 2404 and Final Payment to Structural Specialties, Inc. in the Amount of $70,370.78.

Motion by Holland and seconded by Moynagh

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0
For: Holland, Schoen, Moynagh, Vetsch
Absent: Diedrick

ADJOURNMENT

At 10:17 a.m. Vetsch thanked Schoen for introducing Senator John Hoffman to the Association of Minnesota Counties. Schoen spoke on Senator Hoffman contribution to Wright County and Minnesota. Kryzer spoke on Schoen's introduction and Hoffman’s commitment to Wright County

At 10:19 a.m. Vetsch adjourned the meeting.

WARRANTS ISSUED

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
○ RFBA ◉ Minutes Submission ○ Warrants Submission

Target Section
○ Consent Agenda ○ Timed Agenda
○ Item for Consideration

Originator
BTP5489

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Minutes from Committee of the Whole - Ditch (03-10-2026)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Minutes from Committee of the Whole - Ditch (03-10-2026)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
3.10.2026 Ditch Committee of the Whole – Minutes.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

PUBLIC HEARING MINUTES

REESTABLISHMENT OF RECORDS FOR COUNTY DITCH 23 (CD 23)

MARCH 10, 2026

DATE APPROVED:

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert "Kirby" Moynagh III	District 5

Members Present: Kirby Moynagh, Nadine Schoen, Darek Vetsch

Other Members: Matt Detjen, Bryan Palmer, Joe Lewis (Houston Engineering), Brian Wold

Commissioner Darek Vetsch opened the Public Hearing Meeting at 2:00 p.m. Agricultural & Drainage Supervisor Matt Detjen spoke on the background of County Ditch 23. Joe Lewis of Houston Engineering summarized the engineers report titled "County Ditch 23 Reestablishment of Records" dated December 22, 2025. Belle Reeve of Houston Engineering spoke on the logistics of County Ditch 23. At 2:12 a.m. The Drainage Authority then opened the meeting for public comments. Andrew Thorson representing Diers Corp out of Waverly spoke on Ditch 23 and Ditch 31. Thorson questioned if it factored into Ditch 23 that Ditch 31 as is still not completed and is draining into Lauzers Lake. Detjen responded to Thorson's concerns about having an outstanding restoration order and has been taken into account. Detjen then spoke on the letter received by the DNR from Area Hydrologist James Bedell. Lewis addressed the comments and concerns about soil borings taken near Station 74 and 75. Mr. Lewis agreed that these were outliers and did not factor into the final ACSIC profile determined in the report.

At 2:21 p.m. Vetsch closed the public hearing. Vetsch then requested a motion to reestablish Wright County Ditch 23 and bring forward to full board.

Motion by Schoen and seconded by Moynagh
Aye: 3; Nay: 0; Abstain: 0; Absent: 2; Recused: 0
For: Schoen, Moynagh, Vetsch
Absent: Diedrick, Holland

Recommendations – to move forward with the reestablishment of Wright County Ditch 23. And bring forward to the Full Committee.

The meeting adjourned at 2:22 p.m.
Public Hearing Ditch Committee of the Whole minutes submitted by Bryan Palmer, Office Manager

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
KAK4327

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Ditch Committee Meeting Minutes and Recommendation (03-17-2026)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Ditch Committee Meeting Minutes and Recommendation (03-17-2026)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (3)

Document Name	Attachment Type
03-17-2026 Ditch Committee MINUTES.docx	Attachment
12-10-2024 County Board Workshop Minutes.pdf	Attachment
CD 34 Memo_Grant Assistance Fund_2026.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

MINUTES

DITCH COMMITTEE

10:00 A.M. on March 17, 2026

Government Center Room 1211

Date Approved: DRAFT

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert Moynagh III	District 5

Members Present: Kirby Moynagh, Nadine Schoen

Others Present: Matt Detjen, Marc Mattice, Jared Otto

I. WRIGHT COUNTY DITCH 34 AG & DRAINAGE GRANT ASSISTANCE FUND REQUEST

At 10:23 a.m. the meeting began with Agricultural & Drainage Supervisor Matt Detjen reviewing the purpose of the Ag & Drainage Grant Assistant fund and summarized the Wright County Ditch 34 project and funding request.

The committee discussed project overruns, challenges, grant criteria, and options for distributing funds. Consensus was to recommend board approval of up to $60,000 from the Ag & Drainage Grant Assistance Fund, with funds to be disbursed after project completion.

At 10:46 a.m. the meeting adjourned.

RECOMMENDATION: Approve up to $60,000 from the Ag & Drainage Grant Assistance Fund for the Wright County Ditch 34 project, with disbursement upon project completion, and submission of the final pay request.

Minutes submitted by Administrative Specialist Kelly Kosloski.

BOARD WORKSHOP MEETING MINUTES

BOARD OF WRIGHT COUNTY

December 10, 2024

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

DATE APPROVED: DECEMBER 17, 2024

Members Present:	**Jeanne Holland, Mike Kaczmarek, Nadine Schoen, Darek Vetsch**
Members Absent:	**Tina Diedrick**
Others Present:	**Matt Detjen, Elizabeth Karels, Schawn Johnson, Greg Kryzer, Lindsey Meyer, Marc Mattice, Kirby Moynagh, Lori Pawelk, Clay Wilfahrt, Shane Zahrt**

Prior to the start of the meeting, Interim County Administrator Greg Kryzer distributed a handout with comments from Commissioner Tina Diedrick, who could not attend the workshop because she was attending the Association of Minnesota Counties Annual Conference.

County Board Chair Darek Vetsch opened the meeting at 9 a.m.

I. Review Planning & Zoning Procedures for Recording and Findings

Commissioner Jeanne Holland said that she was against changing the Planning Commission policy of not video recording commission meetings to have on YouTube like county board meetings, citing that some of the discussions are matters concerning a single landowner and it would be an invasion of privacy that doesn't need to be broadcast on the internet. Planning & Zoning Administrator Barry Rhineberger said his interpretation of the request being discussed wasn't to broadcast the Planning Commission meetings, but to memorialize audio recordings from the meetings. Holland added that Planning Commission meetings are held at night and would require county staff to be available to record video of the meetings. Vetsch asked how many requests Rhineberger has received over the last year for video. Rhineberger responded two requests were made.

Commissioner Mike Kaczmarek said there is no expectation of privacy at a public meeting. He added that he has received inquiries about why the meetings aren't recorded. He said a stationary camera in a corner would only require someone to hit "start" and "stop" and would require minimal staff effort. Vetsch said he has never received an inquiry seeking Planning Commission video. Commissioner Nadine Schoen said she would like to keep the current policy. Rhineberger said he was also asked about the findings that lead to Planning Commission decisions. He said findings are considered working documents up until the point an issue is voted on and not part of the public record in advance of adoption by the county board. Kryzer said that findings are given to those who had zoning requests denied. In the event of a contentious approval, notice is sent to all on the mailing list for that item.

RECOMMENDATION: The consensus of the board was to retain the current policy of not video recording Planning Commission meetings.

II. Schedule a Public Hearing on the Re-establishment of Records for County Ditch 19

Agriculture & Drainage Coordinator Matt Detjen said there has been a push from residents along County Ditch 19 to get the project moving forward. Detjen reminded the board that for public hearings, notice of the hearing needs to be published three consecutive weeks in the official county newspaper. He proposed Jan. 13 or Jan. 17 as the dates that would be best to conduct the public hearing. Kaczmarek said he expects this to be a contentious meeting because there has been friction in the past during meetings dealing with this matter and said he preferred an evening meeting. Holland said she prefers a 1 p.m. meeting time because it might be contentious and there would be more people

around at that time, adding that most of those who would attend the meeting are farmers and aren't in their fields so an afternoon meeting should not be an issue. Detjen added that bids came in under the staff estimate for tree removal along the ditch with a low bid of $7,900 – more than half the price of the next-lowest bid.

RECOMMENDATION: The consensus of the board was to schedule a public hearing dealing with the re-establishment of records for County Ditch 19 at 1 p.m. Monday, January 13, 2025.

III. Review Project and Recommend Allocations for the American Rescue Plan (ARP) General Fund Account

Vetsch asked that this item be moved up on the agenda due to the number of staff attending that were only at the workshop for the ARP general fund agenda item. He said that it wouldn't be fiscally responsible to approve all the projects requested because it far exceeds the $1,321,542 available for allocation. Vetsch said he would like to see requests for funding for ditch repairs to be prioritized because there has been neglect of the ditch system for decades. Kaczmarek said using the funds for ditch projects makes sense, especially for projects that are well into the process of completion, where there is a good idea of the hard costs and there aren't hidden costs that may occur on projects just getting started. Schoen said she would support funding ditches because it is a county problem that was created due to decades of ignoring the issue as the ditch system deteriorated.

Schoen asked about some of the specific requests. One was a request for $1 million to hold for the future construction of a Household Hazardous Waste facility, which is expected to go out for bids in the first quarter of 2025. Assistant County Administrator Marc Mattice said the project is in the final design phase and has a $4.5 million budget, but the construction manager estimated that the project could go approximately $900,000 over budget as currently designed. Mattice has worked with Facilities Director Alan Wilczek to explore alternate bid options to keep the project within budget. The funding request was to set aside money in the event costs exceed the budget. Mattice stated that it will be a no-frills, bare-bones facility. He added that if the money wasn't needed, it could be allocated to other projects in the future. Holland said the current bidding climate is good and felt the project should come in under budget, especially if alternates are in place to reduce costs.

Schoen also asked about a $200,000 funding request for a Grant Assistance Fund (GAF), which would be used as a local match for grants or to fund professional services needed to apply for grants for ditch repair projects. Detjen said the GAF is important because the fund could be utilized to bring in more grants and make Wright County more competitive with metro counties that have staff dedicated to exclusively writing grants. The $200,000 requested could bring in more than $1 million in grant money that might not be available without the commitment of a local match. Detjen added that this fund wouldn't necessarily have to be dedicated solely to Ag & Drainage.

The county board identified four ditches that are in the process of repairs or engineering work – Ditch 10, Ditch 20, Ditch 31 and Ditch 35 – with funding requests totaling $330,000. Vetsch asked that a $40,000 request for Ditch 10 near Grass Lake be moved into the GAF, bringing that total to $240,000, with hopes of getting grant funding to reduce the cost on that project. Kaczmarek said there are 10 county ditches that currently have work in progress at varying stages and they should be prioritized for relief to landowners along those ditches. Mattice asked the board if the $240,000 in GAF be opened to all county departments or restricted to ditches. The consensus of the board was to keep the money to fund ditch-related projects only.

Vetsch said that the Oracle ERP request is needed. Finance Director Lindsey Meyer said the county had to reconfigure the Oracle system when a change in healthcare providers was made. That change alone cost $20,000. She added that future integrations can be done that would ease the flow of information and reduce the amount of manually inputted data that staff currently does. Kryzer said manually inputting data to spreadsheets inherently results in mistakes, so funding this request would be an improvement to system and would offset current costs. Meyer said that in the last six months, changes to the ERP system have come at a cost of $100,000 and there could be another $400,000 to $500,000 in change costs over the next five years. Holland said she sees the benefit of having funds available to enhance the Oracle ERP system. Kaczmarek said he won't support the funding request for this

item. Vetsch said he was surprised to see requests coming in from agencies outside the county and felt bad that communication wasn't better articulated as to what types of projects would be prioritized.

RECOMMENDATION: It was the consensus of the board to recommend $1.1 million in project funding through the American Rescue Plan General Fund, including $500,000 for the Oracle ERP Enhancement Fund (and authorize signatures on a contract with eCapital Advisors to implement modules), $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, $70,000 for a General Ditch Planning Fund that will help pay for engineering, redetermination of benefits and redetermination of records costs and $15,000 for the installation of a water control structure on County Ditch 31.

IV. Review Legislative Priorities and Grant Opportunities for 2025

Kryzer presented the board with a list of 26 topics that the county wants to articulate with its legislative delegation, adding that he ran the list by in a meeting with Sen. Eric Lucero and Rep. Walter Hudson. Kryzer said many of the priorities deal with wetland issues and Department of Revenue issues. Another priority for the county is legislation to address backyard chickens. The ambiguity in the difference between a feedlot and a registered feedlot has caused confusion at the state level regarding backyard chickens and whether they're regulated under feedlot rules. Kryzer said the intention is to have a draft bill ready to be brought to the Legislature and, once the bill drops, action will likely happen quickly. Shane Zahrt, a lobbyist for Flaherty & Hood – a firm that contracts with Wright County to represent the county's interests and objectives at the State Legislature – said the League of Minnesota Cities is behind the proposed legislation.

Other priority items discussed included attempting to get a driver road testing station at the Government Center and the elimination of the requirement of an official county newspaper. Kryzer said the bid for the official county newspaper goes to the lowest bidder, not the paper with highest circulation. He said an online site – whether on the county website or a statewide website – could be created that lists all notices and announcements that are currently required to go through a print version of an official county newspaper. Costs for this service are skyrocketing, which Holland believes could get support from school districts and League of Minnesota Cities. Kryzer said the current law has been on the books for 100 years when newspapers were the primary source of getting news and, as it reads, the current law is essentially subsidizing one private business in each county.

Zahrt said the state's budget forecast isn't positive, which could result in some existing programs being eliminated as a way of preparing for a potential budget shortfall in 2027-28. Holland asked about the status of a bonding request for the Wright Technical Center in Buffalo – the last tech school for high school students in the state. Zahrt said the request was gaining momentum, but the 2024 legislative session was frustrating because the bonding bill didn't make it to the House floor before the session ended. Zahrt said the Wright Tech Center bill made headway in both the House and Senate and additional information was being requested in the final days of the session. Zahrt said he's hopeful the bill will get passed in the 2025 session, which begins Jan. 25.

Vetsch said another meeting is necessary to determine which county priorities get the biggest push. Zahrt said at the start of the session, Flaherty & Hood can push forward the bills that already have the language of the bill completed. He said he could come back for a meeting in January to fine tune other issues as bill language gets drafted. Kryzer said a Committee of the Whole should be convened in early January.

RECOMMENDATION: The consensus of the board was to set a Committee of the Whole meeting for 9 a.m. Monday, Jan. 6, 2025 to further discuss legislative priorities.

V. Review Retainer Agreement with Flaherty & Hood and Primacy Strategy Group

Vetsch said that Flaherty & Hood's lobbying efforts have been of benefit to the county. Kryzer said that the contract with Primacy Strategy Group, which would lobby on Wright County's behalf in Washington D.C., is still in the process of being finalized and will be brought forward to the county board when the contract arrive.

RECOMMENDATION: The consensus of the board was to authorize 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. No action will be taken on the Primacy Strategy Group proposal until finalized contracts are received.

VI. Review 2025 County Board and Committee and Advisory Board Appointments

Mattice went through the list of committees and advisory boards that commissioners are members of. Kirby Moynagh, who won election from District 5 to become the district's commissioner in January, said he could simplify the process by taking over the committee assignments currently held by Kaczmarek.

The board eliminated committees that either haven't met in some time or have completed the work for which they were created, including the broadband committee, nuclear committee, Bertram Chain of Lakes Advisory Council, Emergency Management/Public Health Emergency Preparedness Board, Local Emergency Medical Systems Council, Public Works/Labor Management Board and Wright County Multi-Jurisdictional Hazard Mitigation Planning Committee. In addition, the board decided to remove commissioner participation in MEADA (Mentorship Education and Drug Awareness Coalition of Wright County), Minnesota Rural Counties and the Wright County Agricultural Society (County Fair Board).

RECOMMENDATION: The consensus of the board was to forward the updated list of commissioner committee and advisory board assignments to the Jan. 7, 2025 county board organizational meeting.

VII. Commissioner Expense Budgets

Kryzer explained that current commissioner expense account, which includes costs associated with attending conferences and events that conduct county business, was set at a level of $2,400 for 2024. According to documentation from the Finance Department, as of Dec. 3, two commissioners were over the $2,400 threshold – District 1 Commissioner Tina Diedrick ($436.56) and District 4 Commissioner Nadine Schoen ($474.16). Holland said she would agree to increase of the expense account to $2,700 annually, but no more than that. Overall, as of Dec. 3, $8,982.56 of the overall line item budget of $12,000 for all five commissioners had been expended.

Schoen expressed frustration over the process, citing that she never had a similar situation happen in her 12 years as a city council member. She said she is very fiscally responsible and did her due diligence to stay under the budgeted amount and the only reason her expense budget went over was due to unforeseen additional costs at the Transportation Alliance Fly-In in Washington D.C. – a trip she has made before and one that helped fast track I-94 expansion between Monticello and Albertville and garnered millions in federal funding dollars coming into Wright County.

Vetsch proposed setting the 2025 commissioner expense budgets at $2,700 as of Jan. 1, 2025, but will actualize the overages from 2024 with a negative carry-forward. Commissioners who went over their budgets in 2024 will have that amount removed from their expense allocation in 2025. Any money remaining in commissioner expense accounts at the end of December will be returned to the General Fund. Kaczmarek said most of the key conferences take place annually and the commissioners can decide among themselves well in advance which conferences should be attended and by whom, as well as making sure the conferences fall under the designation of commissioner duties. Holland asked if she could put the remaining money in her district account ($329.81) into Schoen's account. Kryzer said that was at the discretion of Holland. She said she wanted to transfer the remaining balance into Schoen's account, reducing Schoen's 2024 overage to $144.35.

RECOMMENDATION: The consensus of the board was to increase the Commissioner Expense Budget to $2,700 per commissioner district in 2025 with a negative carry-forward for commissioners who exceed their expense accounts in 2024. The consensus was to approve the remaining balance in the Commissioner District 3 expense account ($329.81) be transferred into the Commissioner District 4 account and the transfer to take place by Dec. 31, 2024.

Meeting adjourned at 11:26 a.m.
County Board Workshop minutes submitted by John Holler, communications specialist

WRIGHT COUNTY
MINNESOTA

AGRICULTURE & DRAINAGE

Wright County Ditch 34 Ag & Drainage Grant Assistance Fund Request
Date: 3/4/2026

Background:

Wright County Ditch 34 is in Delano and Franklin Township and was established on May 20th, 1913. Through the *Water Quality Grant* Program, the City of Delano received funds for repairs and Best Management Practices (BMPs) for this system. Separate from this program, on December 10th, 2024, the County Board discussed and recommended funding for the *Ag & Drainage Grant Assistance Fund*. This fund was to go towards eligible BMP projects and ones that would help reduce the cost burden to benefitted landowners, who typically pay the cost match for grants. This fund was approved at the board meeting on December 17th, 2024.

Request:

Staff is looking to utilize **$45,000** from the *Ag & Drainage Grant Assistance Fund* for the work taking place on County Ditch #34. The work approved in the contract includes installing non-perforated tile through two existing wetlands along the system. This includes section from STA 24+25 to STA 30+10 and STA 39+30 to 49+50. The existing tile has large joints that allow water to enter the tile, causing continuous drainage of the wetlands. By placing non-perforated tile through these areas, this degraded wetland will return to a condition that existed prior to the modification from the ditch installation. This project thus meets the criteria of the USDAs Conservation Practice Standard Code 659 for Wetland Enhancement, an extremely effective BMP. This request is to grant the City of Delano $45,000 for cost share for these effort of installing BMPs along the County Ditch #34 system.



Figure 1: Image of the existing CD 34 tile taken in 2020. The tile has large and uncovered gaps that allow water, but also sediment, to enter the ditch. This product is considered a perforated tile as it allows continuous drainage to the area.

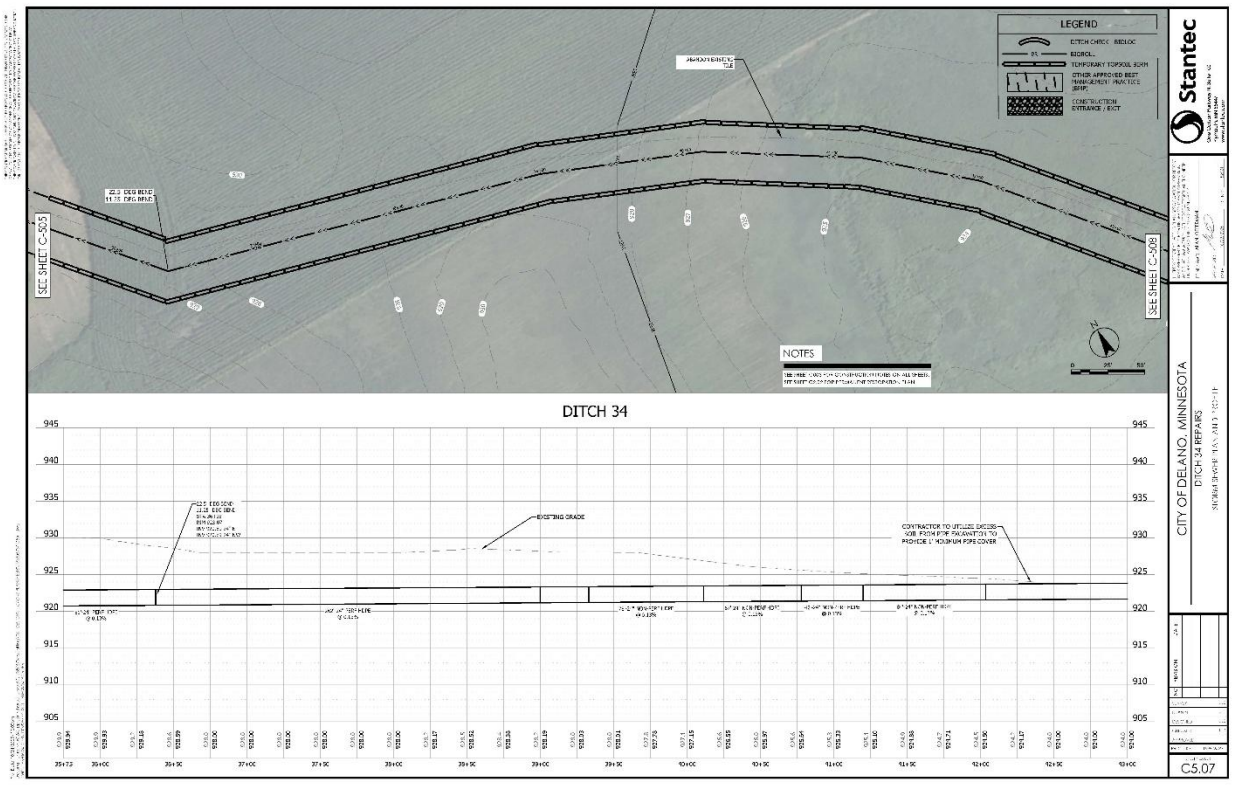


Figure 2: Page from the plan set showing areas of non-perforated tile through wetlands.

United States Department of Agriculture

659-CPS-1

Natural Resources Conservation Service

CONSERVATION PRACTICE STANDARD

WETLAND ENHANCEMENT

CODE 659

(ac)

DEFINITION

The augmentation of wetland functions beyond the original natural conditions on a former, degraded, or naturally functioning wetland site; sometimes at the expense of other functions.

PURPOSE

This practice is used to accomplish the following purposes:

- To enhance hydric soil functions (changing soil hydrodynamic and/or bio-geochemical properties).
- To enhance wetland hydrology (dominant water source, hydroperiod, and hydrodynamics).
- To enhance vegetation (including the removal of undesired species, and/or seeding or planting of desired species).
- To enhance plant and animal habitats.

CONDITIONS WHERE PRACTICE APPLIES

This practice applies to any degraded or non-degraded wetland sites with hydric soils, where the objective is to enhance selected wetland functions to conditions different than those that originally existed on the site.

This practice does not apply to:

- The treatment of point and non-point sources of water pollution (NRCS Conservation Practice Standard (CPS) Constructed Wetland (Code 656));
- The rehabilitation of a degraded wetland or the reestablishment of a former wetland so that soils, hydrology, vegetative community, and habitat are a close approximation of the original natural condition and boundary that existed prior to the modification (NRCS CPS Wetland Restoration (Code 657)).
- The creation of a wetland on a site location that was historically non-wetland. (NRCS CPS Wetland Creation (Code 658)).
- The management of fish and wildlife habitat on wetlands enhanced under this standard.

CRITERIA

General Criteria Applicable to All Purposes

The purpose, goals, and objectives of the enhancement shall be clearly defined in the enhancement plan, including soils, hydrology, vegetation, and fish and wildlife habitat criteria that are to be met and are appropriate for the site and the project objectives.

The planning process will evaluate the impact of this practice on existing non-degraded wetland functions and/or values. The relative increase or decrease in functions will be assessed with the use of a functional

assessment procedure or state approved equivalent. The functions to be increased or decreased on wetlands found to be currently functioning at or near a “reference” condition will be documented.

The soils, hydrology, and vegetative conditions existing on the site, the adjacent landscape, and the contributing watershed shall be documented in the planning process.

The nutrient and pesticide tolerance of the plant and animal species likely to occur shall be evaluated where known nutrient and pesticide contamination exists. Sites suspected of containing hazardous material shall be tested to identify appropriate remedial measures. If remedial measures are not possible or practicable, the practice shall not be planned.

The availability of sufficient water rights should be reviewed prior to enhancement.

Upon completion, the site shall meet the appropriate wetland criteria and provide wetland functions as defined in the project’s objectives.

Invasive species, federal/state listed noxious plant species, and nuisance species (e.g., those whose presence or overpopulation jeopardize the practice) shall be controlled on the site as necessary to enhance wetland functions. The establishment and/or use of non-native plant species shall be discouraged.

Additional Criteria for Hydric Soil Enhancement

Enhancement sites will be located on soils that are hydric.

Changes to soil hydrodynamic and bio-geochemical properties such as permeability, porosity, pH, or soil organic carbon levels shall be made as needed to meet the planned objectives.

Additional Criteria for Hydrology Enhancement

The hydroperiod, hydrodynamics, and dominant water source of the enhanced site shall meet the project objectives. The enhancement plan shall document the adequacy of available water sources based on groundwater investigation, stream gage data, water budgeting, or other appropriate means.

The work associated with the wetland shall not adversely affect adjacent properties or other water users unless agreed to by signed written letter, easement or permit.

Timing and level setting of water control structures required for the establishment and maintenance of vegetation, soil, and wildlife and fish habitat functions shall be determined.

Other structural practices, macrotopography and/or microtopography may be used to meet the planned objectives.

Macrotopographic features, including ditch plugs installed in lieu of re-filling surface drainage ditches, shall meet the requirements of other practice standards to which they may apply due to purpose, size, water storage capacity, hazard class, or other parameters. If no other practice standard applies, they shall meet the requirements for NRCS CPS Dike (Code 356) unless there is no potential for damage to the feature or other areas on or off site due to erosion, breaching, or overtopping.

Water control structures that may impede the movement of target aquatic species or species of concern shall meet the criteria in NRCS CPS Fish Passage (Code 396).

Additional Criteria for Vegetative Enhancement

Hydrophytic vegetation restoration shall be of species typical for the wetland type(s) being established and the varying hydrologic regimes and soil types within the wetland. Preference shall be given to native wetland plants with localized genetic material.

Where natural colonization of acceptable species can realistically be expected to occur within 5 years, sites may be left to re-vegetate naturally. If not, the appropriate species will be established by seeding or planting.

Adequate substrate material and site preparation necessary for proper establishment of the selected plant species shall be included in the plan.

Where planting and/or seeding is necessary, the minimum number of native species to be established shall be based on a reference wetland unless the objectives require a different plant community.

- If the targeted hydrophytic vegetation is predominantly herbaceous, species diversity will be maximized as appropriate to meet the targeted functions. Seeding rates shall be based upon the percentage of pure live seed and labeled with a current seed tag from a registered seed laboratory identifying the germination rate, purity analysis, and other seed statistics.
- Where the dominant vegetation will be forest or woodland community types, vegetation establishment will include a mix of woody species (trees and/or shrubs) adequate to establish the reference wetland community.

CONSIDERATIONS

Soil Considerations

Consider making changes to physical soil properties, including:

- Increasing or decreasing saturated hydraulic conductivity by mechanical compaction or tillage, as appropriate
- Incorporating soil amendments.
- The effect of construction equipment on soil density, infiltration, and structure.

Consider changes in soil bio-geochemical properties, including:

- Increasing soil organic carbon by incorporating compost.
- Increasing or decreasing soil pH with lime, gypsum, or other compounds.

Hydrology Considerations

Consider the general hydrologic effects of the enhancement, including:

- Impacts on downstream stream hydrographs, volumes of surface runoff, and groundwater resources due to changes of water use and movement created by the enhancement.

Consider the impacts of water level management, including:

- Increased predation due to concentrating aquatic organisms, including herptivores, in small pool areas during draw downs.
- Increased predation of amphibians due to high water levels that can sustain predator fish.
- Decreased ability of aquatic organisms to move within the wetland and from the wetland area to adjacent habitats, including fish and amphibians, as water levels are decreased.
- Increases in water temperature on-site, and in off-site receiving waters.
- Changes in the quantity and direction of movement of subsurface flows due to increases or decreases in water depth.
- The effect changes in anaerobic conditions have on soil bio-geochemical properties; including oxidation/reduction, and maintenance of organic soils.
- The potential for water control structures, dikes, and macrotopographic features to negatively impact the movement of non-target aquatic organisms.

NRCS, NHCP
November 2022

Vegetation Considerations

Consider:

- The relative effects of planting density on fish and wildlife habitat versus production rates in woody plantings.
- The potential for vegetative buffers to increase function by trapping sediment, cycling nutrients, and removing pesticides.
- The selection of vegetation for the protection of structural measures that is appropriate for wetland function.
- The potential for invasive or noxious plant species to establish on bare soils after construction and before the planned plant community is established.
- The use of prescribed burning to maintain wetland and adjacent upland plant communities.

Fish and Wildlife Habitat Considerations

Consider:

- The addition of coarse woody debris to provide an initial carbon source and fish and wildlife cover.
- The potential to restore habitat capable of supporting fish and wildlife with the ability to control disease vectors such as mosquitoes.
- The potential to establish fish and wildlife corridors linking the site to adjacent landscapes, streams, and water bodies and to increase the sites colonization by native flora.
- The need to provide barriers to passage for unwanted or predatory fish and wildlife species.

PLANS AND SPECIFICATIONS

Plans and specifications for this practice shall be prepared for each site. Plans and specifications shall be recorded using approved specifications sheets, job sheets, or other documentation. The plans and specifications for structural features will include, at a minimum, a plan view, quantities, and sufficient profiles and cross-sections to define the location, line, and grade for stakeout and checkout. Plans and specifications shall be reviewed and approved by staff with appropriate job approval authority.

OPERATION AND MAINTENANCE

A separate operation and maintenance plan will be prepared for sites that have structural features. The plan will include specific actions for the normal and repetitive operation of installed structural items, especially water control structures, if included in the project. The plan will also include the actions necessary to assure that constructed items are maintained for the life of the project. It will include the inspection schedule, a list of items to inspect, a checklist of potential damages to look for, recommended repairs, and procedures for documentation.

Management and monitoring activities needed to ensure the continued success of the wetland enhancement objectives may be included in the above plan, or in a separate management and monitoring plan. In addition to the monitoring schedule, this plan may include the following:

- The timing and methods for the use of fertilizers, pesticides, prescribed burning, or mechanical treatments.
- Circumstances when the use of biological control of undesirable plant species and pests (e.g. using predator or parasitic species) is appropriate, and the approved methods.
- Actions which specifically address any expected problems from invasive or noxious species
- The circumstances which require the removal of accumulated sediment.
- Conditions which indicate the need to use haying or grazing as a management tool, including timing and methods.

REFERENCES

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ftp://ftp-fc.sc.egov.usda.gov/NSSC/Hydric_Soils/note1 3.pdf

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kyrzer

Requestor Title
County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
○ RFBA ◉ Minutes Submission ○ Warrants Submission

Target Section
○ Consent Agenda ○ Timed Agenda
○ Item for Consideration

Originator
BTP5489

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Personnel Committee Minutes (3-23-2026)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Personnel Committee Minutes (3-23-2026)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
Personnel Committee minutes 3.23.26.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

COMMITTEE MEETING MINUTES

PERSONNEL COMMITTEE

March 23, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Kirby Moynagh	District 5

DATE APPROVED: [DATE]

Members Present: **Schawn Johnson, Greg Kryzer, Nadine Schoen, Darek Vetsch**

Others Present: **Marc Mattice, Lindsey Meyer**

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD

I. Assessor's Office – Backfill of Property Appraiser Position

Assistant County Administrator Marc Mattice said that property appraiser positions are vital to the Assessor's Department. Commissioner Darek Vetsch said Assessor Tony Rasmuson provided a wealth of metrics and demonstrated justification for backfilling this position. Mattice said the goal of this hiring will be to get the property appraiser trained in county processes prior to the next assessment season. Vetsch said the number of parcels in the county and the workload of Assessor's Department property appraisers warrant approval.

RECOMMENDATION: Recommendation of the committee is to authorize backfilling the Property Appraiser position in the Assessors Office. Matice will work on timing details with Rasmuson.

II. Sheriff's Office – Office Technician Position Backfill Request

The backfill request is the result of the Sheriff's Office receiving two resignations of an Office Technician (OT). Mattice said that these positions works closely with the procedures involved with body camera footage. County Administrator Greg Kryzer said not backfilling these positions would create a backlog of work and result in more overtime for existing employees. Vetsch acknowledged that these are necessary positions and there is demonstrated need to backfill the position. Kryzer said much of the work in this division of the Sheriff's Office (body camera review, gun permits, civil warrants, etc.) is done as a group effort without an OT specializing in one job assignment.

RECOMMENDATION: Recommendation of the committee is to authorize backfilling of the two Office Technician positions in the Sheriff's Office.

The meeting adjourned at 11:16 a.m.
Minutes submitted by Lead Communications Specialist John Holler

DRAFT

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Marc Mattice

Requestor Title
Assistant County Administrator; Property Services

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
MAM7693

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize Signatures on Lease Extension With The USDA Buffalo Service Center

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize Signatures on Lease Extension With The USDA Buffalo Service Center

Value Stream the request primarily aligns with:
Shepherd Economic Growth

Briefly describe how the request aligns with the selected value stream.
Continuing the lease with the USDA will ensure our agricultural community, an essential part of Wright County's economic footprint, continues to have access to a close-to-home service center.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
Revenue

Background/Justification:
Once executed by Wright County, we will need to return the lease to the USDA to countersign. This amendment is not valid until we receive that approval, countersign, and returned. Upon final approval, the lease term will run through April 30, 2032.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
4a MN Buffalo Extension LA 9 (DEC 2025).pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

UNITED STATES DEPARTMENT OF AGRICULTURE LEASE AMENDMENT	LEASE AMENDMENT No. 9 TO LEASE NO. GS-27121Wright
ADDRESS OF PREMISES Buffalo Service Center 311 Brighton Ave S Buffalo, MN 55313	GREX DELEGATION NO.: DMN05901-003 RPUID: 25543054322 EUID: VYRJU68KJUB5

THIS AMENDMENT is made and entered into between **Wright County Government**

whose address is: **3650 Braddock Ave, Buffalo, NE 55313**

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to extend the term of the Lease.

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective May 1st, 2027, as follows:

A. Paragraph B, "Lease Term" of the Lease is hereby deleted in its entirety and the following is inserted in lieu thereof:

"To Have and To Hold the said Premises with its appurtenances for the term beginning upon May 15th, 2007, through April 30th, 2032, subject to termination and renewal rights as may be hereinafter set forth."

B. Rentable Square Footage (RSF) remains 2,990 and ANSI/BOMA Square Footage (ABOA) remains 2,990.

C. Paragraph C of Paragraph "Rent and Other Consideration" is hereby deleted in its entirety and the following is inserted in lieu thereof:

This Lease Amendment contains 11 pages.

All other terms and conditions of the lease shall remain in force and effect.
IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

Signature: _____

Name: _____

Title: _____

Entity: _____

Date: _____

FOR THE GOVERNMENT:

Signature: _____

Name: _____

Title: Lease Contracting Officer

United States Department of Agriculture, USDA

Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____

Name: _____

Title: _____

Date: _____

"C. The Government shall pay the Lessor annual rent, payable in monthly installments in arrears, at the following rates:

	EFFECTIVE May 1st, 2027 – April 30th, 2032
	ANNUAL RENT
SHELL RENT	$ 47,840
OPERATING COSTS*	$ 44,850
ANNUAL RENT	**$ 92,690**

*Annual Rental Rate (rounded) of $**31.00** per RSF reflects rental rate breakdown as follows:*
*Shell Rent $**16.00** per RSF (rounded)*
*Operating Costs $**15.00** per RSF (rounded)*

D. The clauses contained in the attachment "Additional FAR and GSAR Clauses for Lease Extensions and Renewals" are hereby attached to and incorporated into the Lease.

E. GS-27121Wright is the corrected Lease Number for all previous Lease Amendments.

F. The Lessor must have an active registration in the System for Award Management (SAM), via the Internet at https://www.sam.gov/SAM/ prior to the Lease Award Date. Offerors must be registered for purposes of "All Awards," including completion of all required representations and certifications within SAM. This registration service is free of charge.

ADDITIONAL FAR AND GSAR CLAUSES FOR LEASE EXTENSIONS

The following clauses are hereby incorporated into the Lease and replace any prior versions of these clauses contained in the Lease or its attachments:

1) 52.240-91 SECURITY PROHIBITIONS AND EXCLUSIONS (NOV 2025 – GSA Class Deviation RFO-2025-40)

As prescribed in 40.205(b), insert the following clause:

Security Prohibitions and Exclusions (Deviation Date)

(a) *Definitions.* As used in this clause—

American Security Drone Act-covered foreign entity means an entity included on a list that the Federal Acquisition Security Council (FASC) develops and maintains and publishes in the System for Award Management (SAM) at HTTPS://WWW.SAM.GOV (section 1822 of Pub. L. 118-31, 41 U.S.C. 3901 note prec.).

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

Covered application means the social networking service TikTok or any successor application or service developed or provided by ByteDance Limited or an entity owned by ByteDance Limited.

Covered article, as defined in 41 U.S.C. 4713(k), means:

(1) Information technology, as defined in 40 U.S.C. 11101, including cloud computing services of all types;

(2) Telecommunications equipment or telecommunications service, as those terms are defined in section 3 of the Communications Act of 1934 (47 U.S.C. 153);

(3) The processing of information on a Federal or non-Federal information system, subject to the requirements of the Controlled Unclassified Information program (see 32 CFR part 2002); or

(4) Hardware, systems, devices, software, or services that include embedded or incidental information technology.

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means—

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment; or

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of

Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Critical technology means—

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

(2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled—

(i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or

(ii) For reasons relating to regional stability or surreptitious listening;

(3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);

(4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);

(5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or

(6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

FASC-prohibited unmanned aircraft system means an unmanned aircraft system manufactured or assembled by an American Security Drone Act—covered foreign entity.

FASCSA order means any of the following orders issued under the Federal Acquisition Supply Chain Security Act (FASCSA) requiring removing covered articles from executive agency information systems or excluding one or more named sources or named covered articles from executive agency procurement actions, as described in 41 CFR 201-1.303(d) and (e):

(1) The Secretary of Homeland Security may issue FASCSA orders that apply to civilian agencies, to the extent not covered by paragraph (2) or (3) of this definition. This type of FASCSA order may be referred to as a Department of Homeland Security (DHS) FASCSA order.

(2) The Secretary of Defense may issue FASCSA orders that apply to the Department of Defense (DoD) and national security systems other than sensitive compartmented information systems. This type of FASCSA order may be referred to as a DoD FASCSA order.

(3) The Director of National Intelligence (DNI) may issue FASCSA orders that apply to the intelligence community and sensitive compartmented information systems, to the extent not covered by paragraph (2) of this definition. This type of FASCSA order may be referred to as a DNI FASCSA order.

Information technology, as defined in 40 U.S.C. 11101(6)—

(1) Means any equipment or interconnected system or subsystem of equipment, used in the automatic acquisition, storage, analysis, evaluation, manipulation, management, movement, control, display, switching, interchange,

transmission, or reception of data or information by the executive agency, if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency that requires the use—

(i) Of that equipment; or

(ii) Of that equipment to a significant extent in the performance of a service or the furnishing of a product;

(2) Includes computers, ancillary equipment (including imaging peripherals, input, output, and storage devices necessary for security and surveillance), peripheral equipment designed to be controlled by the central processing unit of a computer, software, firmware and similar procedures, services (including support services), and related resources; but

(3) Does not include any equipment acquired by a Federal contractor incidental to a Federal contract.

Intelligence community, as defined by 50 U.S.C. 3003(4), means the following—

(1) The Office of the Director of National Intelligence;

(2) The Central Intelligence Agency;

(3) The National Security Agency;

(4) The Defense Intelligence Agency;

(5) The National Geospatial-Intelligence Agency;

(6) The National Reconnaissance Office;

(7) Other offices within the Department of Defense for the collection of specialized national intelligence through reconnaissance programs;

(8) The intelligence elements of the Army, the Navy, the Air Force, the Marine Corps, the Coast Guard, the Federal Bureau of Investigation, the Drug Enforcement Administration, and the Department of Energy;

(9) The Bureau of Intelligence and Research of the Department of State;

(10) The Office of Intelligence and Analysis of the Department of the Treasury;

(11) The Office of Intelligence and Analysis of the Department of Homeland Security; or

(12) Such other elements of any department or agency as may be designated by the President, or designated jointly by the Director of National Intelligence and the head of the department or agency concerned, as an element of the intelligence community.

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connecting a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Kaspersky Lab-covered article means any hardware, software, or service that—

(1) Is developed or provided by a Kaspersky Lab-covered entity;

(2) Includes any hardware, software, or service developed or provided in whole or in part by a Kaspersky Lab-covered entity; or

(3) Contains components using any hardware or software developed in whole or in part by a Kaspersky Lab-covered entity.

Kaspersky Lab-covered entity means—

(1) Kaspersky Lab;

(2) Any successor entity to Kaspersky Lab, including any change in name, e.g., “Kaspersky”;

(3) Any entity that controls, is controlled by, or is under common control with Kaspersky Lab; or

(4) Any entity of which Kaspersky Lab has a majority ownership.

National security system, as defined in 44 U.S.C. 3552, means any information system (including any telecommunications system) used or operated by an agency or by a contractor of an agency, or other organization on behalf of an agency—

(1) The function, operation, or use of which involves intelligence activities; involves cryptologic activities related to national security; involves command and control of military forces; involves equipment that is an integral part of a weapon or weapons system; or is critical to the direct fulfillment of military or intelligence missions, but does not include a system that is to be used for routine administrative and business applications (including payroll, finance, logistics, and personnel management applications); or

(2) Is protected at all times by procedures established for information that have been specifically authorized under criteria established by an Executive order or an Act of Congress to be kept classified in the interest of national defense or foreign policy.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Sensitive compartmented information means classified information concerning or derived from intelligence sources, methods, or analytical processes, which is required to be handled within formal access control systems established by the Director of National Intelligence.

Sensitive compartmented information system means a national security system authorized to process or store sensitive compartmented information.

Source means a non-Federal supplier, or potential supplier, of products or services, at any tier.

Subsidiary means an entity in which more than 50 percent of the entity is owned directly by a parent corporation or through another subsidiary of a parent corporation.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

Unmanned aircraft means an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft (49 U.S.C. 44801(11)).

Unmanned aircraft system means an unmanned aircraft and associated elements (including communication links and the components that control the unmanned aircraft) that are required for the operator to operate safely and efficiently in the national airspace system (49 U.S.C. 44801(12)).

(b) *Prohibitions on providing or using specific products or services in performance of contract*. Unless a waiver or exception applies, the Contractor is prohibited from providing any products or services to the Government or using in the performance of the contract any of the following:

(1) A covered application on any information technology owned or managed by the Government, or on any information technology used or provided by the Contractor under this contract, including equipment provided by the Contractor's employees (section 102 of Division R of the Consolidated Appropriations Act, 2023 (Pub. L. 117-328));

(2) A Kaspersky Lab-covered article (Section 1634 of Division A of the National Defense Authorization Act for Fiscal Year 2018 (Pub. L. 115-91));

(3) Covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system (paragraphs (a)(1)(A) of section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232)). This does not prohibit contractors from providing—

(i) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(ii) Telecommunications equipment that cannot route or redirect user data traffic or cannot permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(c) Prohibition on unmanned aircraft systems manufactured or assembled by American Security Drone Act—covered foreign entities.

(1) Prohibition. The Contractor is prohibited from—

(i) Delivering any FASC-prohibited unmanned aircraft system, which includes unmanned aircraft (i.e., drones) and associated elements (sections 1823 and 1826 of American Security Drone Act of 2023, within the National Defense Authorization Act for Fiscal Year 2024, Pub. L. 118-31, Div. A, Title XVIII, Subtitle B, 41 U.S.C. 3901 note prec.);

(ii) On or after December 22, 2025, operating a FASC-prohibited unmanned aircraft system in the performance of the contract (section 1824 of Pub. L. 118-31); and

(iii) On or after December 22, 2025, using Federal funds to procure or operate a FASC-prohibited unmanned aircraft system (section 1825 of Pub. L. 118-31).

(2) *Procedures*. The Contractor shall search SAM for the FASC-maintained list of American Security Drone Act—covered foreign entities before proposing, or using in performance of the contract, any unmanned aircraft system. Also, the Contractor shall ensure any effort or expenditure associated with a FASC-prohibited unmanned aircraft system is consistent with a corresponding exemption, exception, or waiver determination expressly stated in the contract.

(3) *Exemptions, exceptions, and waivers*. The prohibitions in paragraph (c) of this clause do not apply where the agency has determined an exemption, exception, or waiver applies, and the contract indicates that such a determination has been made. See sections 1823 through 1825 and 1832 of Public Law 118-31 for statutory requirements pertaining to exemptions, exceptions, and waivers.

(d) *Prohibition on using or providing specific products or services or conducting certain transactions regardless of connection to contract*.

(1) *Certain telecommunications and video surveillance equipment, systems, or services*.

(i) Unless an applicable waiver has been issued by the Government, the Contractor cannot use any equipment, systems, or services that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system (paragraph (a)(1)(B) of section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232)).

(ii) This prohibition applies to using covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract. This does not prohibit the contractor from using—

(A) A service that connects to the facilities of a third party, such as backhaul, roaming, or interconnection arrangements; or

(B) Telecommunications equipment that cannot route or redirect user data traffic or cannot permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(2) *Office of Foreign Assets Control Restrictions*.

(i) Except as authorized by the Office of Foreign Assets Control (OFAC) in the Department of the Treasury, the Contractor shall not acquire, for use in the performance of this contract, any supplies or services if any proclamation, Executive order, or statute administered by OFAC, or if OFAC's implementing regulations at 31 CFR chapter V, would prohibit such a transaction by a person subject to the jurisdiction of the United States.

(ii) Except as authorized by OFAC, most transactions involving Cuba, Iran, and Sudan are prohibited, as are most imports from Burma or North Korea, into the United States or its outlying areas.

(A) For lists of entities and individuals subject to economic sanctions, see OFAC's List of Specially Designated Nationals and Blocked Persons at HTTPS://HOME.TREASURY.GOV/POLICY-ISSUES/FINANCIAL-SANCTIONS/SPECIALLY-DESIGNATED-NATIONALS-AND-BLOCKED-PERSONS-LIST-SDN-HUMAN-READABLE-LISTS.

(B) For more information about these restrictions, as well as updates, see OFAC's regulations at 31 CFR chapter V and at HTTPS://HOME.TREASURY.GOV/POLICY-ISSUES/OFFICE-OF-FOREIGN-ASSETS-CONTROL-SANCTIONS-PROGRAMS-AND-INFORMATION.

(C) To conduct electronic screens of potential parties to regulated transactions, see the consolidated screening list at HTTPS://WWW.TRADE.GOV/CONSOLIDATED-SCREENING-LIST, which consolidates multiple export screening lists of the Departments of Commerce, State, and the Treasury.

(3) *Sudan prohibition*. The Contractor is prohibited from conducting any restricted business operations in Sudan in accordance with Accountability and Divestment Act of 2007 (Pub. L. 110-174).

(4) *Iran prohibitions*.

(i) Unless an exception applies according to paragraph (d)(4)(iii) or the Government grants a waiver, the contractor shall not engage in certain activities or transactions relating to Iran (section 6(b)(1)(A) of Iran Sanctions Act (50 U.S.C. 1701 note).

(ii) Unless an exception applies according to paragraph (d)(4)(iii) or the Government grants a waiver, contractor shall not export certain sensitive technology to Iran, as determined by the President, and has an active exclusion in SAM (22 U.S.C. 8515).

(iii) The prohibition in paragraphs (d)(4)(i) and (d)(4)(ii) do not apply if the acquisition is subject to trade agreements and the offeror certifies that all the offered products are designated country end products or designated country construction material (see part 25).

(iv) Unless an exception applies or the Government grants a waiver, contractors are prohibited from knowingly engaging in any significant transaction (i.e., over $15,000) with Iran's Revolutionary Guard Corps or any of its officials, agents, or affiliates, the property and interests in property of which are blocked according to the International Emergency Economic Powers Act (section 6(b)(1)(B) of Iran Sanctions Act (50 U.S.C. 1701 note)).

(e) *Governmentwide exclusion and removal orders*.

(1) Unless the Government has issued an applicable waiver, contractors shall not provide or use as part of the performance of the contract any covered article, or any products or services produced or provided by a source, if the covered article or the source is prohibited by an applicable FASCSA order as follows:

(i) For solicitations and contracts awarded by a Department of Defense contracting office, DoD FASCSA orders apply.

(ii) For all other solicitations and contracts, DHS FASCSA orders apply.

(2) The Contractor shall search for the phrase "FASCSA order" in the System for Award Management (SAM) at HTTPS://WWW.SAM.GOV to locate applicable FASCSA orders.

(3) The Government may identify in the solicitation other FASCSA orders that are not in SAM, which are effective and apply to the solicitation and resulting contract.

(4) A FASCSA order issued after the date of solicitation applies to this contract only if added by an amendment to the solicitation or modification to the contract (see FAR 40.204-1(c)).

(f) *Reasonable inquiry*. The contractor shall conduct a reasonable inquiry to determine if there are any prohibited products or services. The inquiry will look at any information in the entity's possession but does not need to include an internal or third-party audit.

(g) *Removal of prohibited products and services*. For Federal Supply Schedules, Governmentwide acquisition contracts, multi-agency contracts or any other procurement instrument intended for use by multiple agencies, upon notification from the Contracting Officer, during the performance of the contract, the Contractor shall promptly make any necessary changes or modifications to remove any product or service produced or provided by a source that this clause prohibits.

(h) *General report*.

(1) If the Contractor identifies or is notified by any source, (including a subcontractor at any tier), that any product or service provided or used (or to be provided or used) during contract performance does not comply with any prohibition in this clause, then the Contractor shall report the following information, or as much information is known, in writing to the contracting office as identified in paragraph (h)(2) within 72 hours:

(i) Contract number and order number, if applicable;

(ii) The specific prohibition the product or service is not complying with;

(iii) A description of the products or services that the Contractor identifies or has reason to suspect is prohibited (include brand; model number, such as the original equipment manufacturer (OEM) number, manufacturer part number, or wholesaler number; and item description, as applicable);

(iv) The entity that produced the product or service (include entity name, unique entity identifier, Contractor and Government Entity (CAGE) code, facilities responsible for design, fabrication, assembly, packaging, and test of the product, and whether the entity was the OEM or a distributor (provide manufacturer codes and distributor codes used for the product));

(v) Description of the functionality of the product or service and how that functionality impacts the risk to the product or service;

(vi) An explanation of any factors relevant to determining if the product or service should be permitted by an applicable exception, exemption, or waiver (if the contractor would like the Government to consider a waiver, and asks for such a waiver);

(vii) Whether alternative products or services are available that would comply with the prohibition;

(viii) If the product or service is related to item maintenance, include the following information on the item being maintained:

(A) Brand;

(B) Model number, OEM number, manufacturer part number, or wholesaler number; and

(C) Item description, as applicable.

(ix) Any readily available information about mitigation actions implemented or recommended.

(2) If a report must be submitted to a contracting office, the Contractor shall submit the report as follows:

(i) If a Department of Defense contracting office, the Contractor shall report to the website at HTTPS://DIBNET.DOD.MIL.

(ii) For all other contracting offices, the Contractor shall report to the Contracting Officer.

(iii) For indefinite delivery contracts, the Contractor shall report to both the contracting office for the indefinite delivery contract and the contracting office for any affected order.

(3) If the report provided does not contain any of the information required by paragraph (h)(1) of this clause, and the contractor later discovers new information that is required by paragraph (h)(1) of this clause, then the contractor shall submit a subsequent report within 72 hours of discovering the new information.

(4) The contractor shall also report the information in paragraph (h)(1) if the contractor wishes to ask for a waiver of the requirements of a new FASCSA order being applied through modification.

(i) *New FASCSA orders report*.

(1) During contract performance, the Contractor shall review SAM at least once every three months, or as advised by the Contracting Officer, to check for covered articles subject to FASCSA order(s), or for products or services produced by a source subject to FASCSA order(s) not currently identified under paragraph (e) of this clause.

(2) If the Contractor identifies a new FASCSA order(s) that could impact their supply chain, then the Contractor shall conduct a reasonable inquiry to identify whether a covered article or product or service produced or provided by a source subject to the FASCSA order(s) was provided to the Government or used during contract performance. The inquiry will look at any information in the entity's possession but does not need to include an internal or third-party audit.

(3) The Contractor shall submit a report to the contracting office identified in paragraph (h)(2) of this clause if the Contractor identifies, including through any notification by a subcontractor at any tier, that a covered article or product or service produced or provided by a source was provided to the Government or used during contract performance and is subject to a FASCSA order(s). For indefinite delivery contracts, the Contractor shall report to both the contracting office for the indefinite delivery contract and the contracting office for any affected order. The Contractor shall report the following information within 72 hours for each covered article or each product or service produced or provided by a source, where the covered article or source is subject to a FASCSA order:

(i) Contract number and order number, if applicable;

(ii) Name of the covered article or source subject to a FASCSA order;

(iii) The specific FASCSA order the product or service does not comply with;

(iv) The elements of (h)(1)(iii) through (ix) of this clause.

(j) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (j) but excluding subparagraphs (d)(1) and (i)(1), in all subcontracts and other contractual instruments, including subcontracts for acquiring commercial products or commercial services.

2) 552.270-33 INTENTIONALLY DELETED

3) 552.270-34 INTENTIONALLY DELETED

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Tony Rasmuson

Requestor Title
County Assessor

Department (please use dropdown to select department) *
ASSESSOR

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
TPR7372

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize Backfill of Property Appraiser Position Due to Vacancy

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize Backfill of Property Appraiser Position Due to Vacancy

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
State Mandated function – County/City/Township/School Tax Capacity Development.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:
This is a request for a replacement of a vacated property appraiser position. The county has contracts with 32 jurisdictions and it has been well vetted as to the amount of personnel that it takes for the Assessor Department to complete the annual assessment. Property assessment is a mandated function of local government for property tax purposes and must be completed on an annual basis. Wright County grew by an additional 1,090 new parcels and had 1,081 new homes last year. The estimated market value as of the last PRISM 1 submission to the Minnesota Department of Revenue is $29.7 billion of which $513 million was new construction.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (4)

Document Name	Attachment Type
2026 Property Appraiser Request.docx	Attachment
2025 year end activity indicators (Assessor).docx	Attachment
Assessor Org Chart 2026 03022026.docx	Attachment
Property Appraiser JD.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department: Assessor

Department Head/Supervisor Tony Rasmuson/Tamara Anderson

Position Title Property Appraiser

Date of Resignation: March 2, 2026; last day of employment with Wright County: March 2, 2026

1. Will this position directly contribute to a county's strategic objective?

   a. Make Disciplined Investments for a Stable Future **– Yes, the Assessor's Office develops the tax capacity annually which serves as the property tax base for all of Wright County, including all taxing authorities located within the boundaries of the county. The work completed on an annual basis is very heavily regulated by state statutes which we are required to abide by along with any directives from the Minnesota Department of Revenue. We hold contracts with 32 of the 35 cities/townships in the county to complete this work.**
   b. Continue Transparency and Empower Community Engagement: **Yes, Property Appraisers work within their assigned districts completing quintile review (20% of parcels annually), field inspections of new construction, and other inspections as deemed necessary working directly with the property owners. Property Appraisers verify and process sales of the real estate, often verifying data with buyers, sellers, real estate agents, brokers, attorneys and/or closing companies. Additionally, when property owners receive their annual Notice of Valuation and Classification, the appraisers are working on the appeals and assisting property owners in understanding the complex process. The Property Appraiser position is a highly visual government position which often serves as the face of the property tax system in Wright County.**
   c. Improve Operational Excellence: **A proper assessment provides a fair and equitable tax base in which property owners pay their "fair share" of the taxing authorities levies based on Minnesota statutes. Failure to replace this position will result in inequities in the property tax base in Wright County negatively impacting property owners.**

2. How many FTE's does your department currently have budgeted for this position?

   FTE's **15**

3. Is there a direct impact on Wright County's citizens?
   a. Yes or no, and please explain. **Yes, we are contracted with 32 of the 35 county jurisdictions to perform State mandated assessment services. As stated above, the Property Appraiser position is one of the more highly visible positions with a tremendous amount of public interaction.**

4. Direct risk or cost for not backfilling this position?

a. Yes or no, and please explain. **Yes, this is a state mandated responsibility and we have contracted with 32 districts to perform the assessment. Failure to comply could result in action taken by the Minnesota Department of Revenue at the cost of county taxpayers.**

5. Are there external funding sources tied to this position used?
   a. If yes – **Yes, approximately one third of county expenses to the assessor department is funded by 32 of the 35 jurisdictions in Wright County.**

6. Key activity or performance indicators that show the need for this position?
   a. Show the statistical data specific to the position. **Attached**

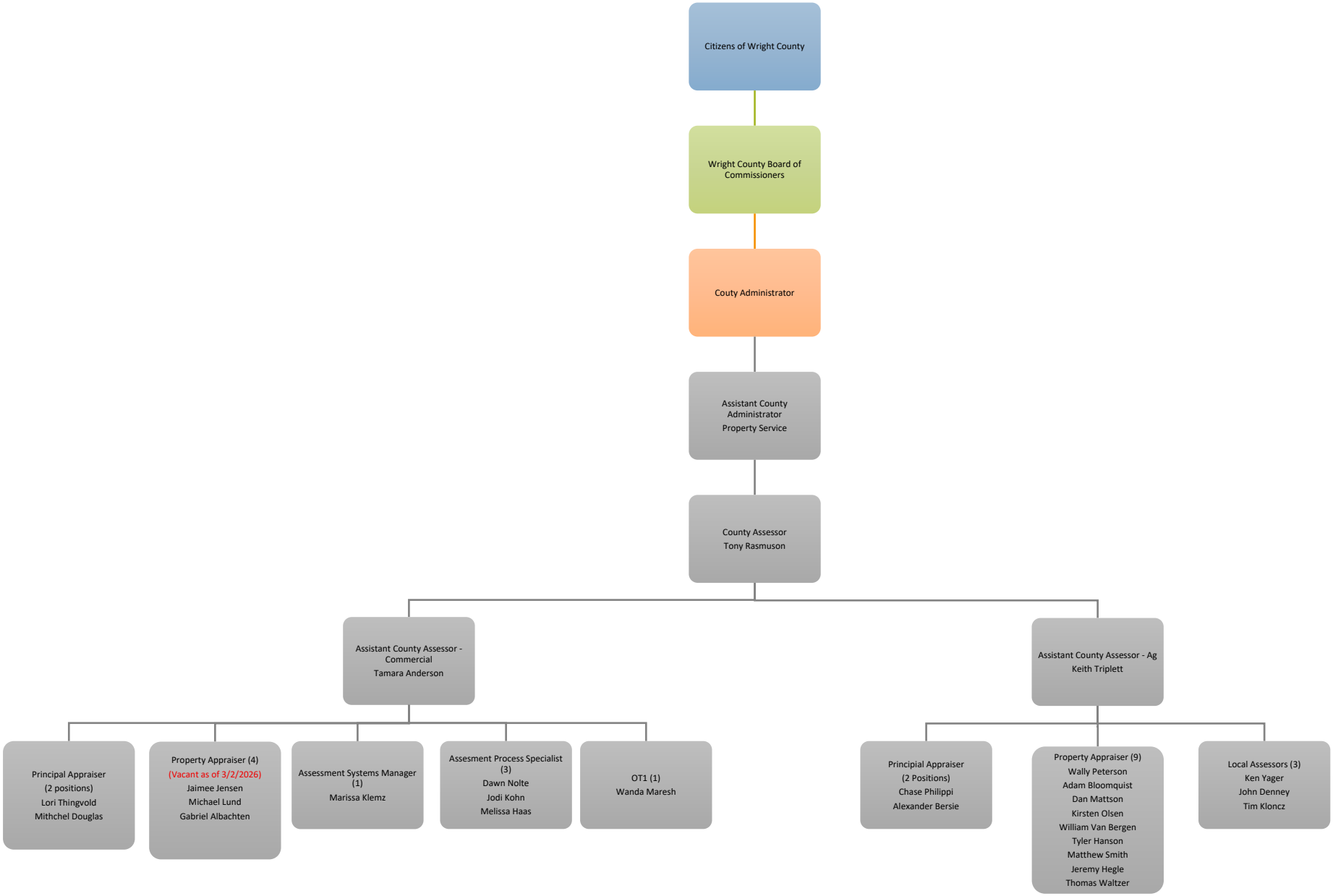
7. Attach the Department organization chart highlighting the position along with the position description. **Attached**

Key Activity Indicators	2021	2022	2023	2024	2025
Valuation of Wright County	$ 18.1 B	$21.8 B	$25.695 B	$26.12 B	$27.8 B
New construction value in the county	$ 405.4 M	$585.2 M	$612 M	$510 M	$576 M
County-Wide Parcel Count	70,543	71,707	73,341	73,917	74,630
Parcels Appraised By The Assessors' Office (New For 2025)					62,414
Average parcel count per appraiser (Goal to be around 4,000)	4,149	4,218	4,075	3,934	3,732
Median Ratio – Residential (New for 2025)	92.18	95.41	95.72	95.48	In process
Median Ratio – Agricultural (New for 2025)	91.05	92.92	97.09	99.22	In process
Median Ratio – Commercial (New for 2025)	94.07	94.83	94.49	96.35	In Process

Source: 2025 Assessor Department Year End Report

Wright County Assessor Office

Current Staff = 25 No Change In Staff Numbers



Property Appraiser

Department/Division: Assessor

FLSA Status: *Non-Exempt*

Union/Non-Union: Union

General Definition of Work

Performs intermediate skilled technical work locating, identifying, viewing, measuring, photographing, and recording property data; and appraising all property types in their assigned districts in order to establish an estimate of market value for ad valorem tax purposes in accordance with State statutes. Work is performed under the limited supervision of the Assistant County Assessor (Commercial or Agriculture).

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Conducts property appraisals in a fair and equitable manner using mass appraisal techniques; determines classification of all property according to use and in compliance with state statute; analyzes sales data and sales ratios; reconciles final values using the sales, cost, and income approaches to value properties.

Schedules and completes statutorily mandated quintile reviews along with reviews of all new construction and other property in their assigned district as necessary.

Prepares for and conducts Local and County Board of Appeal & Equalization meetings by producing presentations for City Council members, Township officials, County Commissioners, and the general public.

Performs review appraisals and prepares in-depth appraisals; reports on specific properties as requested by County Assessor and Assistant County Assessor (Commercial or Agriculture); assists local appraisers with difficult appraisals.

Maintains accurate records on all taxable and tax-exempt properties.

Interprets and administers new laws and regulations under direction of the County Assessor and Assistant County Assessor (Commercial or Agriculture). Accurately applies property valuations and classifications; researches, interprets, and applies real estate market trends; reviews accuracy of~~,~~ property records and assessments of other appraisers.

Works with property owners to explain and defend the assessment process, including providing supporting documentation of the valuation process as well as explaining state statutes, office policies and procedures.

Represents the County in a professional manner, providing customer service and information to the public, professionals, and government officials, both in person and over the phone.

Performs other duties and activities as assigned.

Knowledge, Skills, and Abilities

Knowledge of the principles, methods, and techniques of property appraisal; knowledge and ability to obtain the requirements for certification as an Assessor by Minnesota law; knowledge of laws pertinent to local property tax assessment and the ability to explain them to the general public; knowledge of construction practices, materials, and types; skill in the use of standard office equipment, including digital cameras, tablets, laser measurement tools, and computer and software programs; verbal and written communication skills sufficient to effectively draft and present technical information and respond to questions from a wide variety of audiences; reading comprehension skills sufficient to understand and interpret technical documents; interpersonal skills sufficient to exchange and/or convey information, receive work direction, and maintain effective working relationships; ability to learn computer systems specific to the County and Department; ability to conduct Boards of Review meetings; ability to analyze factors

Property Appraiser

which influence the value of property and to exercise sound judgment in determining property values; ability to review the work of local assessors and to train, direct, and review the work of temporary employees; ability to make mathematical computations and tabulations with speed and accuracy required for tax purposes; ability to read and interpret blueprints of proposed buildings and legal descriptions, as well as draw and/or locate legal descriptions on maps; ability to enter data quickly and accurately; ability to create computerized sketches of buildings using appropriate software; ability to deal with persons who are emotionally upset; ability to pay attention to detail and effectively organize time and anticipate, plan and successfully respond to changing circumstances, pressure and deadlines; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

High school diploma or GED, and two years of experience in real estate or property assessment, or equivalent combination of education and experience. Associates/Technical degree preferred.

Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires using hands to finger, handle or feel, frequently requires standing, walking, sitting and speaking or hearing and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, tasting or smelling, pushing or pulling, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires wet, humid conditions (non-weather), working near moving mechanical parts, working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to outdoor weather conditions, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather) and exposure to the risk of electrical shock; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Must hold a professional designation as a Certified Minnesota Assessor (CMA) or obtain within two years of hire. Must obtain the professional designation of Accredited Minnesota Assessor (AMA) within five years of earning the CMA designation as a condition of continued employment and must satisfy continuing education requirements as established by the State Board of Assessors to maintain license.
A valid driver’s license or evidence of equivalent mobility is also required upon hire.

Last Revised: 3/20/2023

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Lindsey Meyer

Requestor Title
Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
BMR5794

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Budget Amendment 23, Tandem Plow

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Budget Amendment 23, Tandem Plow

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
The Tandem Plow purchase enables faster and more effective snow and ice removal, which improves road safety, ensures reliable emergency response, and maintains access to essential services during winter conditions.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
It is requested that the $725,000 purchase price be funded by Fund Balance.

Background/Justification:
Historically, tandem truck expenditures were budgeted in the year the equipment was received rather than when ordered. Under the new Fleet Management approach, tandem trucks will be procured in accordance with the County's procurement policy, and established Purchase Order Practices. This change creates a one-time problem between budget years and purchase order requirements, as funds must be encumbered at the time of order. To align with policy and ensure compliance, the use of fund balance is necessary to bridge the gap and properly account for both the ordering and receipt of equipment.

Route for Review and Approval

- [x] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
BA 23 Tandem Plow.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

Finance Review

Finance Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

2026 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Fleet and Facilities**

Justification:

Historically, tandem truck expenditures were budgeted in the year the equipment was received rather than when ordered. Under the new Fleet Management approach, tandem trucks will be procured in accordance with the County's procurement policy, and established Purchase Order Practices.

This change creates a one-time problem between budget years and purchase order requirements, as funds must be encumbered at the time of order. To align with policy and ensure compliance, the use of fund balance is necessary to bridge the gap and properly account for both the ordering and receipt of equipment.

Budget Year: **2026**

Related Items

Revenues

Line Item	Description	Amount
03-380-000-0000-5911	USE OF FUND BALANCE	$725,000.00
	TOTAL:	725,000.00

Expenses

Line Item	Description	Cost
03-380-000-0000-6633	VEHICLES PURCHASED	725,000.00
	TOTAL:	725,000.00
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Lindsey Meyer

Requestor Title
Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
BMR5794

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Budget Amendment 24, Election & Tyler Equipment

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Budget Amendment 24, Election & Tyler Equipment

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.
Purchasing modern election equipment enhances accessibility, accuracy, and efficiency in the voting process, thereby increasing public trust and participation in civic engagement.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
The $746,731 use of Fund Balance is being requested.

Background/Justification:
Historically, budget carry forwards for election equipment were managed within Finance and Taxpayer Services. We are transitioning these requests into the CIP Fund to support scheduled and strategic replacement election equipment needs. In addition, we are transferring Tyler enhancement funds from the Finance General Fund to the CIP Fund to support future product enhancements. As of now, there are no projected project needs during 2026.

Route for Review and Approval

- [x] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
BA 24 Election and Tyler Enhancement.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

Finance Review

Finance Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

2026 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Finance and Taxpayer Services**
Justification:	Historically, budget carry forwards for election equipment were managed within Finance and Taxpayer Services. We are transitioning these requests into the CIP Fund to support scheduled and strategic replacement election equipment needs. In addition, we are transferring Tyler enhancement funds from the Finance General Fund to the CIP Fund to support future product enhancements. As of now, there are no projected project needs during 2026.
Budget Year:	**2026**

Related Items

Revenues

Line Item	Description	Amount
34-150-000-8571-5910	TRANSFER IN	$80,000.00
34-150-000-8238-5910	TRANSFER IN	$666,731.00
01-041-000-0000-5911	USE OF FUND BALANCE	$746,731.00
	TOTAL:	1,493,462.00

Expenses

Line Item	Description	Cost
01-041-000-0000-6910	TRANSFER OUT	746,731.00
34-150-000-8000-6600	CIP BUDGET - UNALLOCATED	$ 746,731.00
	TOTAL:	1,493,462.00
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Lindsey Meyer

Requestor Title
Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
BMR5794

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Budget Amendment 25, Albertville Outpost

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Budget Amendment 25, Albertville Outpost

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
This initiative will improve local access to essential services, reducing response times and strengthening community engagement.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
Aside from a desired $25K balance, all available remaining EDA funds will be used towards the purchase price with general fund balance covering the rest.

Background/Justification:
EDA approval was granted for the Albertville Outpost site acquisition on 02/26/2026. The sale is expected to close late April with an estimated purchase price of $675,000. $172,760 will be funded by EDA with the remaining estimated $502,240 from the general fund balance. Any unspent funds will be amended back to the general fund.

Route for Review and Approval

- [x] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
BA 25 Albertville Outpost.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

Finance Review

Finance Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

2026 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Admin**
Justification:	EDA approval was granted for the Albertville Outpost site acquisition on 02/26/2026. The sale is expected to close late April with an estimated purchase price of $675,000. $172,760 will be funded by EDA with the remaining estimated $502,240 from the general fund balance. Any unspent funds will be amended back to the general fund.
Budget Year:	**2026**

Related Items

Revenues

Line Item	Description	Amount
01-724-000-0000-5830	MISCELLANEOUS REVENUE	$172,760.00
01-724-000-0000-5911	USE OF FUND BALANCE	$502,240.00
	TOTAL:	675,000.00

Expenses

Line Item	Description	Cost
01-724-000-0000-6603	SITE ACQUISITION	675,000.00
	TOTAL:	675,000.00
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Lindsey Meyer

Requestor Title
Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
BMR5794

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Budget Amendment 26, 49ers Training

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Budget Amendment 26, 49ers Training

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Training Highway staff directly improves safety outcomes, such as better snow removal, road maintenance and traffic control, all of which reduce accidents and protect public well-being.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
Budget funds from Unallocated Personnel will be used to support the Local 49 training initiative.

Background/Justification:
Per the executed CBA with the International Union of Operating Engineers (Local 49), certain funds are to be allocated towards training at a rate of $0.35 per hour for each dues paying FTE. 2,080 annual hours for the current 47 dues paying members amounts to an estimated $34,216 for 2026 to be split, according to the agreement, by the Local 49 Training Center and the IUOE National Training Fund. Additionally, $17,000 in other travel expenses (e.g., hotel/meals) are also included.

Route for Review and Approval

- [x] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
BA 26 49ers Training.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

Finance Review

Finance Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

2026 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Admin**

Justification:

Per the executed CBA with the International Union of Operating Engineers (Local 49), certain funds are to be allocated towards training at a rate of $0.35 per hour for each dues paying FTE. 2,080 annual hours for the current 47 dues paying members amounts to an estimated $34,216 for 2026 to be split, according to the agreement, by the Local 49 Training Center and the IUOE National Training Fund. Additionally, $17,000 in other travel expenses (e.g., hotel/meals) are also included.

Budget Year: **2026**

Related Items

Revenues

Line Item	Description	Amount
	TOTAL:	-

Expenses

Line Item	Description	Cost
01-100-000-0000-6199	UNALLOCATED PERSONNEL	(51,216.00)
01-100-000-0000-6338	CONFERENCES & MEETINGS	$ 51,216.00
	TOTAL:	-
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Lindsey Meyer

Requestor Title
Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
BMR5794

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Budget Amendment 27, CDC Funding

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Budget Amendment 27, CDC Funding

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Using CDC funds for HHS compensation increases allows for the support and expansion of essential county services, improves public health outcomes, and ensures vulnerable populations receive timely and effective care.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
$150,418 use of CDC funds to offset Public Health staff labor increases.

Background/Justification:
Requesting the usage of CDC Infrastructure funding that is now available for offsetting the increase in 2026 Public Health staff costs (e.g., COLA, performance and other compensation increases).

Route for Review and Approval

- [x] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
BA 27 CDC Funds.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

Finance Review

Finance Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

2026 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services

Justification: The CDC Infrastructure funding is now available for offsetting the increase in 2026 Public Health staff costs (e.g., COLA, performance and other compensation increases).

Budget Year: 2026

Related Items

Revenues

Line Item	Description	Amount
11-450-476-0000-5418	CDC COVID INFRASTRUCTURE - 93.967	$150,418.00
	TOTAL:	150,418.00

Expenses

Line Item	Description	Cost
11-450-430-0010-6101	FULL TIME PERSONNEL	$97,537.00
11-450-430-0010-6103	PART TIME PERSONNEL	$17,230.00
11-450-430-0010-6153	COUNTY SHARE INSURANCE	$18,263.00
11-450-430-0010-6162	MEDICARE	$1,664.00
11-450-430-0010-6175	SOCIAL SECURITY	$15,724.00
	TOTAL:	150,418.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Lindsey Meyer

Requestor Title
Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
BMR5794

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Budget Amendment 28, SCORE

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Budget Amendment 28, SCORE

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Through funding SCORE the county can support efforts such as waste reduction, environmental initiatives that reduce pollution and conserve resources, which enhances overall community well-being.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
$58,900 increase to SCORE fund balance with the 2026 SCORE budget approval.

Background/Justification:
This budget amendment reflects the budget funding approved by Planning and Zoning in coordination with the Minnesota Pollution Control Agency (MPCA) for the 2026 fiscal year.

Route for Review and Approval

- [x] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
BA 28 SCORE.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

Finance Review

Finance Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

2026 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Planning and Zoning

Justification: This budget amendment reflects the funding approved by Planning and Zoning in coordination with the Minnesota Pollution Control Agency (MPCA) for the 2026 fiscal year.

Budget Year: 2026

Related Items

Revenues

Line Item	Description	Amount
20-393-000-0000-5361	SCORE GRANT MONIES	$436,000.00
20-393-000-0000-5501	FEES AND SERVICE CHARGES	135,000.00
20-393-000-0000-5830	MISCELLANEOUS REVENUE	109,000.00
20-393-000-0000-5911	USE OF FUND BALANCE	(58,900.00)
	TOTAL:	621,100.00

Expenses

Line Item	Description	Cost
20-393-000-0000-6203	TELEPHONE	$ 7,000.00
20-393-000-0000-6235	PUBLICATIONS & BROCHURES	5,000.00
20-393-000-0000-6251	UTILITY SERVICES	30,000.00
20-393-000-0000-6380	INTERGOVERNMENTAL EXPENSE	240,000.00
20-393-000-0000-6382	FREIGHT	3,500.00
20-393-000-0000-6451	FUEL - LUBE ETC	1,600.00
20-393-000-0000-6452	VEHICLE MAINTENANCE	8,000.00
20-393-000-0000-6801	MISCELLANEOUS EXPENSE	50,000.00
20-393-000-0000-6840	SCORE PROGRAMS	175,000.00
20-393-000-0000-6841	HOUSEHOLD HAZARDOUS WASTE	100,000.00
20-393-000-0000-6842	BOOT / SAFETY GEAR	1,000.00
	TOTAL:	621,100.00
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Lindsey Meyer

Requestor Title
Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
KMD7520

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Acknowledge Warrant Disbursements Issued from March 9 through March 29, 2026

Short Title (what will appear on Agenda outline - 250 character max.) *
Acknowledge Warrant Disbursements Issued from March 9 through March 29, 2026

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:
Acknowledgement of Wright County's Invoices/Bills for payment. The expenses are approved in the 2026 Budget.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
03.09.2026 - 03.29.2026 Disbursement by Funds Report.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

WRIGHT COUNTY
MINNESOTA

Disbursements by Funds Report

Report Date GMT 3/30/26 4:21 PM

Date Range: 3/9/2026 to 3/29/2026 **Pii:**

Fund	Description	Amount
01	GENERAL REVENUE FUND	2,072,032.00
02	RESERVES FUND	288,985.56
03	ROAD AND BRIDGE FUND	505,917.03
11	HUMAN SERVICES FUND	569,354.02
20	WASTE MANAGEMENT FUND	567.26
34	CAPITAL IMPROVEMENTS FUND	294,080.31
36	DEBT SERVICE FUND	475.00
41	DITCH FUND	500.00
71	HISTORIAN FUND	450.76
72	SOIL AND WATER FUND	5,915.63
73	LAKE IMPROVEMENT DISTRICTS	1,851.00
77	ESTATE RECOVERIES	118,307.70
84	STATE COLLECTIONS FUND	508,304.39
87	SOCIAL WELFARE FUND	5,436.00
	Total	**4,372,176.66**

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Mike MacMillan

Requestor Title
Department Head

Department (please use dropdown to select department) *
HEALTH & HUMAN SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
NMB7429

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Mental Health Advisory Council (MHAC) Member Application:
1. Ronnie King - Wright County Provider (Non-Wright County Resident)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Mental Health Advisory Council (MHAC) Member Application:
1. Ronnie King - Wright County Provider (Non-Wright County Resident)

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
The Wright County Mental Health Advisory Council is to use the knowledge of a broad range of people who use mental health services, provide services or are concerned about public policy to find ways to improve local mental health services. This council focuses on making recommendations for services and identifying gaps and needs in mental health to our local Health & Human Services Advisory Board.

Describe the impact on staffing resources.
None

Fiscal Impact:
None

Background/Justification:
The Wright County Mental Health Advisory Council shall possess, exercise and discharge all duties and powers as are given to mental health advisory councils in the State of Minnesota by the Minnesota Comprehensive Adult Mental Health Act (M.S. 245.466, Subd. 5 et seq.), the Children's Mental Health Act (M.S. 245.4875, Subd. 5) and any subsequent amendments thereto.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file.

Document Name	Attachment Type

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Mike MacMillan

Requestor Title
Department Head

Department (please use dropdown to select department) *
HEALTH & HUMAN SERVICES

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(●) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
NMB7429

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Accept Opioid Settlement Advisory Council (OSAC) Member Withdrawals [(#) indicates Commissioner district or Out of County]:
Tina Diedrick (1), Caty Wurm (2), Michelle Heizelman (OOC), Chad Miller (1), Melissa Pribyl (2), Derrick Haase (OOC), Chauntel Vick (1), Shawna Beckers (1), Lea Atkinson (OOC), Amanda Kistner (1), Brian Riehm (1), Erin Herda (5), Lashale Eskridge (4), Dawn Hagen (1), Tonya Klug (1)

Accept Opioid Settlement Advisory Council New Members Applications [(#) indicates Commissioner district or County Employee (CE)]: Mike MacMillan (CE), Kirby Moynagh (CE), Jeanne Holland (CE), Eric Kunkel (CE), Brian Lutes (CE), Kathy Jerde (5), Chris Jahnke (CE), Joe Hagerty (4), Mashell Bjorge (1), Leandra (Andy) Muhlenburg (3), Benjamin (Benjy) Schirm (1)

Short Title (what will appear on Agenda outline - 250 character max.) *
Accept Opioid Settlement Advisory Council (OSAC) Member Withdrawals [(#) indicates Commissioner district or Out of County]:

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
The OSAC group is dedicated to ensuring the County's share of the National Opioid Settlement dollars are spent to best meet the needs of the community.

Describe the impact on staffing resources.
None

Fiscal Impact:
Spending of Opioid Settlement funds if member chooses to seek a stipend for meeting attendance.

Background/Justification:
As Chief Strategist, Public Health has committed to accepting new OSAC applications and facilitating meetings. We have agreed to bring all member appointment and/or resignation recommendations to the Board of Commissioners for final approval.

With the withdrawal and addition of these OSAC members, the Council will have 11 members (6 county affiliated, 5 community members)

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file.

Document Name	Attachment Type

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Tracy Janikula

Requestor Title
Feedlot Administrator

Department (please use dropdown to select department) *
PLANNING & ZONING

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
STD2320

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize Signatures on the 2025 County Feedlot Officer Annual Report

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize Signatures on the 2025 County Feedlot Officer Annual Report

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Protecting the Environment

Describe the impact on staffing resources.
The County delegation agreement requires proper tracking and reporting related to feedlots within the County.

Fiscal Impact:
The grant is based on the number of feedlots, and therefore the value varies yearly. The County is required to match a portion of the grant.

Background/Justification:
The County delegation agreement requires proper tracking and reporting related to feedlots within the County.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
2025 County Feedlot Officer Annual Report.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

2025 County Feedlot Officer (CFO) Annual Report

Last revised: 12/22/25

Reporting periond: January 1, 2025 - December 31, 2025

County: Wright **Contact:** Tracy Janikula

Phone: 763-682-7334 **Email:** tracy.janikula@wrightcountymn.gov

Signature: _____ _____

(Signature of County Board Commissioner) (Date)

All data must be entered in accordance with the Annual CFO Report Guidance Document.

Except where identified, this report only addresses ***non-CAFO/NPDES/SDS sites*** *required by 7020 to be registered.*

STAFFING LEVEL	FTE = Full Time Equivalent; the percentage (in decimal format) of employee(s) time dedicated to the feedlot program.	
1	FTEs - (Full Time Equivalents) supplied by the CFO(s):	1
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:	0
3	FTEs supplied through contract with other local government units:	0
4	Total Number of FTE positions that supported county program:	1

REGISTRATION *(Report your current numbers - base grant numbers are displayed for reference)*		Base	Current
5	Feedlots in shoreland with 10 - 49 AU:	53	56
6	Feedlots with 50 - 299 AU:	140	135
7	Non-CAFO/NPDES/SDS ≥ 300 AU:	23	23
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")	1	1
9	Feedlots with NPDES or SDS permits:	3	3
10	**Total - Feedlots required to be registered:**	**220**	**218**
11	**Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)**		**220**

Feedlot Sites Inspected	**Minimum number of FEEDLOT SITES required to register that must be inspected (7%):**	**15.5**
12	Number of **FEEDLOT SITES** that received a compliance, construction, desktop N&P, or in-field land app inspection (count in-field land app inspections as 1/2 of an inspection)	22

INSPECTION REPORTING					
Types of Inspections (at sites required to be registered) Only count first instance of each type of inspection per feedlot		**10 - 49 AU** (in shoreland)	**50 - 299 AU** (except where noted)		**300 or more AU** (Non-CAFO/NPDES/SDS)
13	Compliance inspections	4	12		4
	13.1) How many with a 3 or 6-yr P records inspection (see guidance)				0
14	Construction inspections	1	2		1
	14.1) How many received a 2nd construction inspection	0	1		0
15	Desktop N & 3 or 6-yr P records inspection (see guidance) (P review as part of a compliance inspection should be reported in 13.1)		0	*100+ AU & in DWSMA*	0
16	In-field land application inspection	0	0		0
17	Complaint initiated inspections (any non-CAFO/NPDES/SDS)	0	0		0
18	Routine or follow-up stockpile only inspection	0	0		0

Other Inspection Related Info		
19	CAFO/NPDES/SDS sites inspected at the MPCA's request	0
20	Number of feedlots inspected within shoreland or a DWSMA	8
21	Number of feedlots inspected within the County's priority areas as designated in the work plan	22
22	Number of sites inspected found to be non-compliant with water quality discharge standards	5
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements	8

INSPECTION Performance Credits (Summarized from entries above) NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible		Total	Not PC eligible	PC eligible	PC	PC Total
24	Compliance inspections *min. # of compliance inspections: 8*	20	15.5	4.5	3	13.5
25	Construction inspections	4	0	4	2	8
26	Desktop N & 3 or 6-yr P records inspections (see guidance)	0	0	0	3	0
27	In-field land application inspections	0	0	0	1	0
28	Compliance inspections that include optional P review			0	1	0
29	Number of facilities that received 2 or more construction inspections			1	1	1
30	CAFO/NPDES/SDS sites inspected at the MPCA's request			0	1	0
31	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot)			0	1	0
32	Routine or follow-up stockpile only inspection. (only count 1 per feedlot)			0	0.5	0

Additional Performance Credit Calculations and Supplemental Information

Describe below the progress made in meeting your program year work plan inspection goals. You must provide quantitative results for each compliance inspection and land application goal listed in your work plan.

Inspect sites that have not had an inspection within the last year and have submitted permit applications proposing construction or expansion - Inspected 4 sites that applied for permits prior to construction or expansion.
Inspect 7 sites within shoreland - Inspected 7 sites in shoreland.
Inspect 7 sites with open lots without runoff controls - Inspected 18 feedlots with open lots without runoff controls.
Inspect 2 sites never inspected or inspected over 5 years ago - Inspected 2 sites that had never been inspected and 14 sites that had last been inspected over 5 years ago.
Inspect 1 site constructing manure storage areas or runoff controls - Inspected 1 site constructing a liquid manure storage area and 1 site constructing a solid manure stockpile pad.

	PERMITTING	Number	PC	PC Total
33	30-day construction or expansion notifications received:	23	---	---
34	Interim Permits Issued or Modified:	4	6	24
35	Construction Short-Form Permits Issued or Modified at Sites ≥ 300 AU:	1	4	4
36	Public meetings held for construction or expansion to ≥ 500 AU:	0	---	---
	ENVIRONMENTAL REVIEW (EAW)	Number	PC	PC Total
37	EAW petitions received:	0	---	---
38	EAWs prepared by county:	0	8	0
	EMERGENCY RESPONSE	Number	PC	PC Total
39	Events where emergency response was conducted: (on-site visit)	0	4	0
	ENFORCEMENT ACTIONS	Number	PC	PC Total
40	Letters of Warning (LOW) issued:	0	---	---
41	Notices of Violation (NOV) issued:	0	---	---
42	Court actions commenced:	0	---	---
	FEEDLOT SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)	Number	PC	PC Total
43	Feedlots where a partial environmental upgrade was achieved:	1	---	---
44	Feedlots where a complete environmental upgrade was achieved:	1	12	12
	LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)	Number	PC	PC Total
45	Land application record keeping returned to compliance at Feedlots **100 - 299 AU**:	1	1	1
46	Land application record keeping returned to compliance at Feedlots **300+ AU** (or 100+ DWSMA):	1	2	2
47	Nitrogen application rate returned to compliance (any size facility):	0	1	0
	LMSA CLOSURE (Achieved in current reporting year)	Number	PC	PC Total
48	Sites where a LMSA was closed (verified by field inspection or producer notification):	1	6	6

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
49	Sites visited to provide assistance	1	---	---
50	Workshops/trainings hosted/sponsored by the CFO:	0	6	0
	50.1) Total number of feedlot owners attending these events	0	---	---
51	CFO presentations at informational or producer group events: (per event)	0	3	0
52	Number of mailings to feedlot owners:	0	---	---
53	Feedlot articles placed in newspapers and/or social media:	0	---	---

Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.

Date	Description

CFO TRAINING AND MENTORING		Number	PC	PC Total
54	CFO - training CEUs: (Enter total training hours earned & list events below - see guidance for > 18 hr)	37	0.5	6
55	Hours mentoring New CFOs in another county (describe on a separate sheet):	0	0.5	0

List the training events attended.

Date	Description	Hours
1/15/2025	CFO WebEx - Data Practices Training	1.5
3/19/2025	CFO WebEx - Feedlot Rule Revision, NPDES/SDS permitting, liquid manure stroage area construction	1.5
3/25 to 3/27	MACFO Conference	13.5
4/16/2025	CFO WebEX - CSF and Interim permitting, Notice of construction, LMSA closure inspections	1.5
5/21/2025	CFO WebEx - Environmental Upgrades	1.5
6/11/2025	CFO Regional Meeting in Waite Park	4
7/16/2025	CFO WebEx - Feedlot well setbacks and anaerobic digesters	1
8/20/2025	CFO WebEx - LMSA closure inspections, NRCS funding options	1
10/15/2025	CFO WebEx - Registration, DAWP, and grant agreement updates	1
11/5/2025	CFO Regional Meeting in St Cloud	4
11/19/2025	Manure 201 in St Cloud	5
12/17/2025	CFO WebEx - Annual reporting process	1.5

OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
56	Feedlots where a MinnFARM was conducted (list sites below):	0	2	0
57	Notifications received claiming air quality exemptions:	5	---	---
58	Meetings with other local government and producer groups:	0	---	---
59	Feedlot ordinance revisions likely, in progress, or completed? ☐ Yes ☑ No	If Yes describe below		

MinnFARM completed by CFO	
registration no.	Site Name

Describe other county program activities not identified elsewhere.

TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned
60	Reviewed registration files have ALL docs uploaded to TEMPO (if applicable)	4	4
61	All four inspection files have ALL documentation uploaded to TEMPO	4	0
62	Both permit files have ALL documentation uploaded to TEMPO	8	0
63	90% of inspection data entered within 60 days of inspection	4	0
64	All applicable inspection files for sites >100 AU contain land application records	4	4
TOTAL PERFORMANCE CREDITS			**85.50**

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Shawna Athman

Requestor Title
Office Administrator

Department (please use dropdown to select department) *
SHERIFF

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
SHA2050

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Backfill of Two Office Technicians

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Backfill of Two Office Technicians

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.
Office Technicians provide direct customer service .

Describe the impact on staffing resources.
Loss of these positions is pushing Office Technicians into overtime to complete daily tasks.

Fiscal Impact:
Minimal

Background/Justification:
Authorized FTE count for Office Technicians inside the Sheriff's Office is 13. Requesting backfills- Personnel Committee recommended on 3/23/2026

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (3)

Document Name	Attachment Type
Business Management Org Chart 2026.pdf	Attachment
SO OTII Backfill 032026.docx	Attachment
Office Technician.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Notes

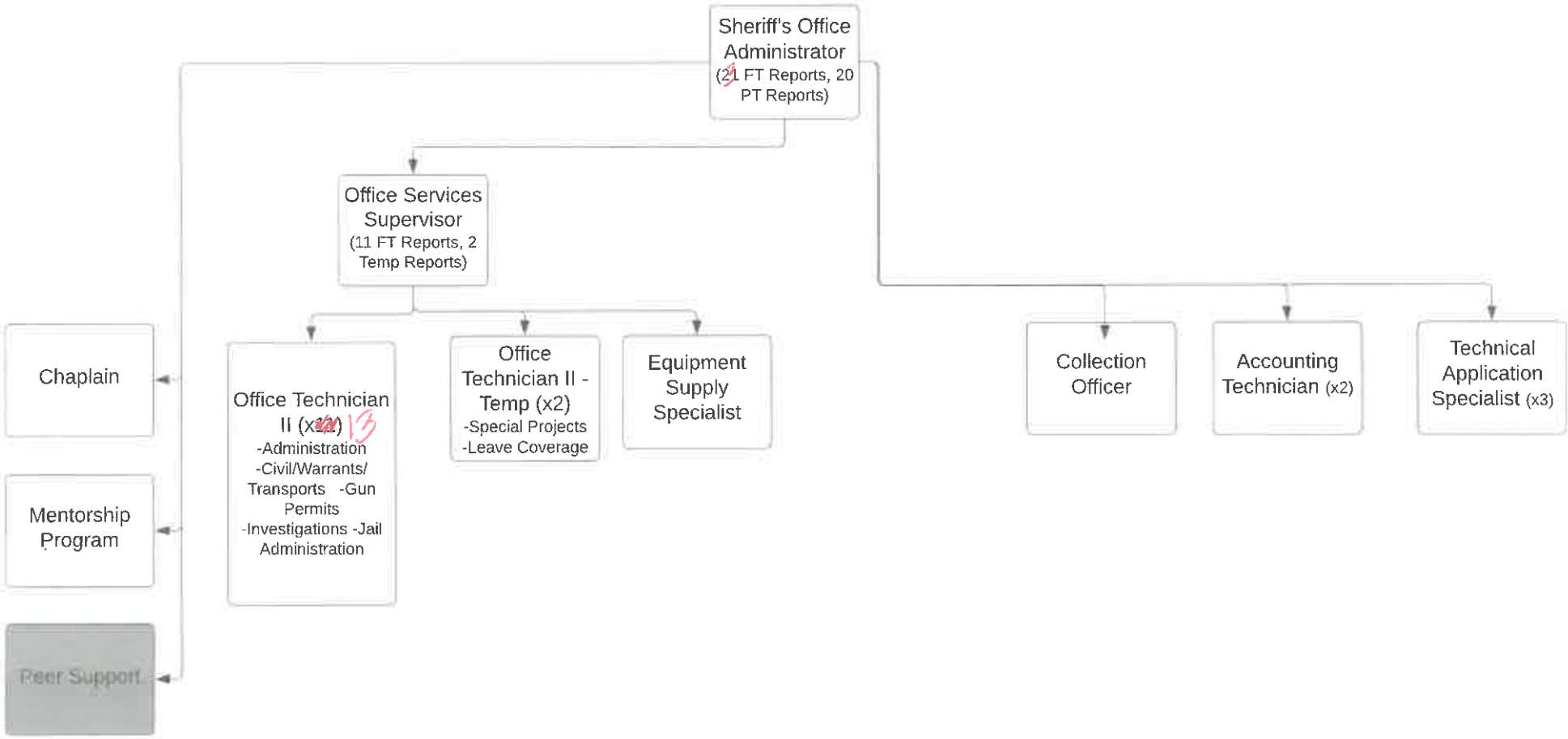
County Administrator Review

County Administrator Decision

Approved

Notes

Business Administration Division
Current as of 01-29-25



WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department: Sheriff's Office

Department Head/Supervisor Sheriff Sean Deringer

Position Title Office Technician

Date of Resignation: 03/24/2026

1. Will this position directly contribute to a county's strategic objective?
    a. Make Disciplined Investments for a Stable Future
    b. Continue Transparency and Empower Community Engagement
    c. Improve Operational Excellence

2. How many FTE's does your department currently have budgeted for this position?

    FTE's _13____

3. Is there a direct impact on Wright County's citizens?
    a. Yes or no, and please explain.
        i. Yes, this position provides direct customer service. All OTII positions in the Sheriff's Office cross-trained in multiple areas. All OTII's are responsible for processing cases for prosecution and entry of warrants for arrest.

4. Direct risk or cost for not backfilling this position?
    a. Yes or no, and please explain.
        i. Delays in customer service including answering of phones and monitoring of jail visits which is a safety risk for the jail. Failure to comply with statutorily mandated timeframes for processing of various items.

5. Are there external funding sources tied to this position used?
    a. If yes – explain. No- not directly. Fees are collected for online jail visits, data practices requests, liquor license processing and gun permit processing.

6. Key activity or performance indicators that show the need for this position?
    a. Show the statistical data specific to the position.
        i. OTII's in the Sheriff's Office process over 1,000 cases for prosecution per month, 150 civil cases, enter about 170 warrants for arrest each month, handle over 200 jails visits monthly, process 1,000 data practices request per month and process permit to carry and permit to purchase applications in addition to other duties. For the month of

February body worn cameras responded to 141 requests with a total of over 400 videos review taking more than 260 hours of time. Most of these tasks have statutorily mandated timeframes connected to completion. This position will also assist with the processing of body worn camera footage.

7. Attach the Department organization chart highlighting the position along with the position description.

Recommendation for Board Approval: Yes ___X___ No _____

Date of Recommendation: __3/23/2026_____

Office Technician

Department/Division: Various
Non-Exempt

FLSA Status:

Union/Non-Union: Union

General Definition of Work

Performs intermediate skilled administrative support work providing customer service, clerical, office support and/or financial activities to assist Department /Office management in administering programs and services provided to the County and the general public. Work is performed under the limited supervision of a unit supervisor and/or Department Director. Limited oversight/training is exercised over less experienced office staff.

This position is assigned to specialized functions within a Department.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Interacts with the public, vendors, others in the work unit, across units and with other agencies in person, on-line, or via telephone to exchange general information related to the Department's/Office's programs and activities; explains processes and requirements; receives and responds to complaints of both a routine and confidential nature requiring knowledge of policies, procedures, activities, and rules regarding data privacy.

Performs records management duties specific to the Department/Office assigned.

Responsible for complying with State of Minnesota data practices laws.

Assists with record maintenance and maintains Department/Office specific records; i.e. scans, indexes, and maintains all current and historical files; recommends disposition of records to storage, and archives; relocates and reorganizes records as necessary, purges and/or shreds records in accordance with record retention policies; determines proper coding and enters into system.

Performs typing and computer input of data, correspondence, activities, and other statistics.

Accesses and enters information into databases; prepares forms, listings, informational, statistical reports, and documents by determining required data, gathering, receiving, and compiling data from several sources; reviews and compares information to verify accuracy; formats data appropriately; transmits reports as required.

Calculates, collects, receipts, and processes all incoming fees, taxes, payments or other revenue, including entry into computer system as required; tracks and calculates Department/Office and/or program expenses; prepares purchase requisitions.

Balances daily receipts and prepares for deposit; maintains accurate records of fees and other accounting information; generates financial reports for internal and external agencies.

Composes and/or types letters, meeting minutes, forms, memoranda, and reports from abbreviated notes, tapes, and records; assists in preparing, updating and maintaining various Department/Office plans, manuals, and forms; prints, scans, faxes and makes copies of materials; sorts and distributes mail; tracks shipments as required; tracks and monitors the administrative office supply inventory and arranges for replenishment of items as necessary.

Sets up appointments and meetings for Department/Office staff.

Performs other duties and activities as assigned.

Office Technician

Knowledge, Skills, and Abilities

Knowledge of, or ability to learn, County government work flows and processes; knowledge of basic office procedures; skill in the use of standard office equipment; including computer and software programs; verbal and written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences; reading comprehension skills sufficient to read and understand technical documents specific to the activities; and writing skills sufficient to compose a variety of letters, reports and forms; interpersonal skills sufficient to exchange and/or convey information, receive work direction and maintain effective working relationships; ability to perform data entry into various databases; ability to learn and use computer systems and programs used to administer Department/Office programs; ability to format and prepare basic business communications; ability to apply program policies and guidelines related to Department/Office programs; ability to perform math calculations to calculate fees; ability to deal effectively with demanding/challenging individuals; ability to maintain a high level of confidentiality regarding sensitive information; ability to pay attention to detail and effectively organize time and anticipate, plan and successfully respond to changing circumstances; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

High school diploma or GED and two years of experience in administrative support with public walk-in contact, or equivalent combination of education and experience. Associates/Technical degree is preferred.

Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires standing and walking and occasionally requires reaching with hands and arms, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word;
hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Requires the ability to type 35 words per minute.
May require possession of, or ability to obtain, specific licenses and/or certifications depending on departmental assignment.
A valid driver's license or evidence of equivalent mobility is required upon hire.

Last Revised: 12/12/2023

Office Technician

Addendum/Other Assignments

Office Technician II – Finance & Taxpayer Services, Elections

Assists with performing duties in support of the County elections.

Reviews, maintains, updates voter records in the Statewide Voter Registration System.

Assists with coordinating and managing the absentee voting process.

Assists with preparing and conducting election-related trainings, maintaining online election judge training access, and tracking election judge training certifications.

Loads electronic roster files and posts voter history and voter registration information post-election.

Coordinate's election activities with city, township and school district officials in Wright County.

Responds to questions and inquiries from voters and election officials in Wright County.

Assists with researching and interpreting election-related statutes and laws.

Office Technician II – Finance & Taxpayer Services, Property Tax Operations

Serves as a passport acceptance agent for the County. Responsible for reviewing applications to verify that all required information has been provided and that appropriate fees are collected.

Prepares passport transmittal report for U.S. Department of State and compiles required information for the Federal Government.

Take and examines digital photos to ensure that they meet the specific requirements of the U.S Department of State.

Processes and records Finance and Taxpayer Services legal documents in person, by mail or electronically.

Exhibits confidentiality when dealing with personal documents such as divorce decrees, death certificates, birth records, Recognition of Parentage (ROP), driver's license information, gender changes, and Safe at Home participants.

Assists with property tax inquiries, calculates basic property tax estimates. Processes address information, Tax Clearance Certificates and processes statutorily required mass mailings to taxpayers.

Processes property tax payments and prepares refunds by uploading and processing online payment files. Balances cash drawers for cash, checks, and credit card transactions.

Responsible for processing incoming and outgoing mail for the department. Prepares and tracks certified mail and postage allocation.

Provides office support for County elections.

Office Technician II - Court Services

This position performs confidential technical case management work, and requires successful completion of training, including but not limited to: Motivational Interviewing, Secondary Trauma, Evidence Based Practices, Safety/Self-Defense, BCA, and DVS certifications.

Creates, updates, and maintains confidential case files in State tracking database; researches and resolves discrepancies in files; links electronic documents in tracking system.

Researches and maintains information on bankruptcy cases and sealed/expunged cases.

Runs and reviews confidential system reports and background checks for offenders using systems that require

Office Technician

individual certification.

Contributes to formulation of Statewide and Department policies and procedures regarding State tracking and other Statewide supervision systems.

Accesses Minnesota Judicial E-filing and Serve system to file all required documents.

Greets and assists offenders by deciphering court orders to help and direct them to the appropriate staff member, including offenders who may be aggressive, hostile, or suffering from a mental illness.

Updates the State of Minnesota Revenue Recapture System and the public website for Department; registers and processes classes for clients or as requested.

Prepares and disburses refunds for overpayments; calculates and determines fees for adult and juvenile monitoring service and placements; works with agents, offenders, and/or parents to determine any waiver eligibility; arranges and maintains payment schedules.

Performs additional general office administrative duties, schedules conference rooms; creates and maintains office calendars.

Office Technician II – Health & Human Services

Assists with caseload requirements, opens and closes cases, retrieves and redacts confidential client data, and contacts clients on behalf of the case manager.

Processes Prepaid Medical Assistance Plan Enrollment (PMAP).

Assists with publications of newsletter and annual report.

Updates accounts on the computer system; works with provider to resolve genetic testing or personal-service billing problems.

Serves as point-of-contact for technical issues.

Office Technician II - Sheriff's Office

This position performs various administration support functions when assigned to the Sheriff's Office. Maintains, updates, and distributes list of fingerprints needed; compares daily court calendar to fingerprint file; enters fingerprint alerts; informs individuals of fingerprints needed; updates and maintains fingerprint information for criminal history file.

Runs confidential criminal histories as needed; checks and maintains active criminal history files; conducts background checks for issuance of various permits; issues permit and maintains permit files.

Processes paperwork for court dates and seized items; compares pawn shop inventory records with stolen property records; verifies stolen property submitted by BCA with stolen property owners; tracks items seized by narcotics unit; enters stolen property into database; works with Evidence staff to disburse, auction, and release items.

Reviews and handles incoming inmate mail searching for contraband and receipting money; meets with inmates to review money owed.

Office Technician II - Planning & Zoning Office

This position provides administrative support to the entire Planning and Zoning Office and requires occasional attendance at public hearings during work hours and evenings to take and transcribe minutes in a timely manner. This position also requires a fundamental understanding of County zoning laws in order to answer general zoning, land use, feedlot, and building permit application questions as well as a general understanding of construction practices.

Performs general phone and counter reception while determining customer needs; notarizes customer documents.

Compiles information related to building/sewer/hearing permit applications.

Handles communication with applicant, contractor, or property owner throughout the application process.

Conducts permit and land record reviews of property prior to taking in building permit applications; files and maintains permit records and files; verifies information is complete for application and fees are paid. Ability to cross-check, analyze and detect records not tied to the correct parcel, make necessary changes to ensure the integrity of the records program.

Verifies that Permit Program activities are complete to issue permits; delivers, mails, and provides copies of issued

Office Technician

permits to applicants, Townships and intra-government Departments.

Sets up files for public hearing requests; prepares affidavits, tracks legal deadlines for public notices and Board decisions according to State Statute, maintains current, continued, and closed hearing files; schedules appointments in an efficient manner for building and septic inspectors, as well as the off-site compost facility while communicating acceptable hazardous or recyclable items.

Determines property locations based on tax parcel numbers or legal descriptions used to verify zoning districts and map designations for planning and permitting purposes and in response to phone inquiries, permitting and file purposes; measures distances using mapping tools to determine setbacks and location for building projects.

Reviews County tax records to determine/verify land ownership and legal descriptions.

Uses GIS mapping program to generate lists and labels to meet notification requirements for public hearings.

Office Technician II – Assessor Office

Provides administrative and clerical support to the entire Assessor Department.
Makes independent judgments in dealing with the public, outside agencies, within the department and interdepartmentally within the county organization in a professional manner within the position's authority.
Has a fundamental understanding of Minnesota property tax laws to address questions from the public relating to property tax programs and applications.
Manages the administration of property tax programs, making independent judgements and decisions regarding eligibility, fulfillment of requirements, maintenance within the CAMA/TAX system and reporting to the Department of Revenue.
Assists property owners with filing electronic applications using online software through the CAMA/TAX system.
Responsible for reviewing eligibility and enrollment in various property tax programs. Communicates (both orally and in a written form) to property owners concerning the status of their enrollment or application to property tax programs.
Researches and resolves homestead issues with other Minnesota counties. Informs appraisal staff of corrections to property classifications according to results of research and collaboration with those counties for the proper removal of social security numbers required by the Minnesota Department of Revenue.
Maintains property owner mailing address changes in CAMA/TAX system.
Exhibits comprehensive knowledge of department CAMA/TAX software and Microsoft Office software, the ability to operate personal computer equipment and peripherals to maintain office databases.

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Patrick O'Malley

Requestor Title
Jail Administrator / Captain

Department (please use dropdown to select department) *
SHERIFF

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
PJO7659

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize Signatures on 1115 Reentry Capacity Building Grant contract. Attached is a copy of the contract. A DocuSign document will be sent to the Board Chair.

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize Signatures on 1115 Reentry Capacity Building Grant contract.

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
This grant is intended to help us (jail) better our ability to work with inmates prior to reentry specifically assisting them with applying for medical assistance and then treatment. Doing this should help those inmates in need of treatment services to more likely go directly to treatment from jail rather than them starting the whole process once they are released.

Describe the impact on staffing resources.
This grant will allow us to expand on things we are currently trying to accomplish. We have staff who are currently doing this and we are working with an outside entity to assist us as well.

Fiscal Impact:
The grant will cover the cost of the building modifications we need to make as well as a some employee time over the next two years.

Background/Justification:
We have applied for the 1115 Reentry Capacity Building Grant, and the state has approved us for $338,550. The next step in this process is to sign this contract and the State will then forward tot he Federal Government (Medicare) for final approval. The purpose of the grant is to allow us to make changes to our building and operation to improve our ability to meet with inmates and get them signed up for medical assistance. The primary purpose for this is to assist inmates with getting accepted for treatment and hopefully increasing the ability to have this set up prior to their release from jail. Doing this should increase treatment success rates and also help these individuals better manage their medical needs ultimately improving their odds at at a successful reentry and reduced criminal justice involvement.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
Wright_County_10628_Contract.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Notes

County Administrator Review

County Administrator Decision

Approved

Notes

DEPARTMENT OF HUMAN SERVICES

Minnesota Department of Human Services
County Grant Contract

This Grant Contract, and all amendments and supplements to the contract ("CONTRACT"), is between the State of Minnesota, acting through its Department of Human Services, Behavioral Health Administration Division ("STATE") and Wright County, an independent grantee, not an employee of the State of Minnesota, located at 3800 Braddock Ave NE, Buffalo, MN 55313 ("COUNTY").

RECITALS

STATE, pursuant to Minnesota Statutes, sections 256.01, subdivision 2(a)(6), and 256B.0761, has authority to enter into contracts for the following services: capacity enhancements to prepare for the implementation of the 1115 Reentry Demonstration Waiver.

COUNTY represents that it is duly qualified and willing to perform the services set forth in this CONTRACT to the satisfaction of STATE.

THEREFORE, the parties agree as follows:

CONTRACT

1. CONTRACT TERM AND SURVIVAL OF TERMS.

1.1. Effective date: This CONTRACT is effective on **April 1, 2026**, or the date that STATE obtains all required signatures under Minnesota Statutes, section 16B.98, subdivision 5, whichever is later.

1.2. Expiration date.
This CONTRACT is valid through **June 30, 2027**, or until all obligations set forth in this CONTRACT have been satisfactorily fulfilled, whichever occurs first.

1.3. No performance before notification by STATE. COUNTY may not begin work under this CONTRACT, nor will any payments or reimbursements be made, until all required signatures have been obtained per Minn. Stat. § 16B.98, subd. 7, and COUNTY is notified to begin work by STATE's Authorized Representative.

1.4. Survival of terms. COUNTY shall have a continuing obligation after the expiration or termination of CONTRACT to comply with the following provisions of CONTRACT: Liability; Information Privacy and Security; Intellectual Property Rights; State audit; and Jurisdiction and Venue.

1.5. Time is of the essence. COUNTY will perform its duties within the time limits established in CONTRACT unless it receives written approval from STATE. In performance of CONTRACT, time is of the essence.

2. COUNTY'S DUTIES.

2.1 Duties. COUNTY shall perform duties in accordance with **Attachment A**, Work Plan, which is attached and incorporated into this CONTRACT.

2.2. Grant Progress Reports.

COUNTY shall submit **quarterly** grant progress reports to the STATE. Grant progress reports shall summarize activities and outcomes for the given period, and may include, but are not limited to goals, objectives, activities, outcomes, challenges, lessons learned and financial information. COUNTY shall submit program reports to the STATE according to the following schedule and in a mutually agreed upon format:

Due Date:	For service period:
July 31, 2026	April, May, June
October 31, 2026	July, August, September
January 31, 2027	October, November, December
April 30, 2027	January, February, March
July 31, 2027	April, May, June

2.3 Accessibility. Any information systems, tools, content, and work products produced under this CONTRACT, including but not limited to software applications, web sites, video, learning modules, webinars, presentations, etc., whether commercial, off-the-shelf (COTS) or custom, purchased or developed, must comply with the State of Minnesota Accessibility Standard, [1] as updated on July 1, 2024. This standard requires, in part, compliance with the Web Content Accessibility Guidelines (WCAG) 2.1 (Level AA) and Section 508 of the Rehabilitation Act of 1973.
Information technology deliverables and services offered must comply with the MN.IT Services Accessibility Standards and any documents, reports, communications, etc. contained in an electronic format that COUNTY delivers to or disseminates for the STATE must be accessible. (The relevant requirements are contained under the "Standards" tab at the link above.) Information technology deliverables or services that do not meet the required number of standards or the specific standards required may be rejected and STATE may withhold payment pursuant to clause 3.2(a) of CONTRACT.

3. CONSIDERATION AND TERMS OF PAYMENT.

3.1 Consideration. STATE will pay for all services satisfactorily provided by COUNTY under this CONTRACT.

a. Compensation.

1. COUNTY will be paid in accordance with **Attachment B**, Budget, which is attached and incorporated into this CONTRACT.
2. Budget Modification.

[1] https://mn.gov/mnit/about-mnit/accessibility/

a. COUNTY must obtain STATE written approval before changing any part of the budget.
b. Notwithstanding Clause 17.1 of CONTRACT, shifting of funds between budget line items does not require an amendment if the amount shifted does not exceed 10% of that budget year's total and does not change the total obligation amount.
c. If COUNTY's approved budget changes proceed without an amendment pursuant to this clause, COUNTY must record the budget change in EGMS or on a form provided by STATE.

b. Travel and subsistence expenses. Reimbursement for travel and subsistence expenses actually and necessarily incurred as a result of COUNTY's performance under this CONTRACT shall be no greater an amount than provided in the most current Commissioner's Plan (which is incorporated by reference), promulgated by the Commissioner of Minnesota Management and Budget as specified in the Commissioner's Plan, page 69, Chapter 15.[2] COUNTY shall not be reimbursed for travel and subsistence expenses incurred outside the geographical boundaries of Minnesota unless it has received prior written approval from STATE. Minnesota shall be considered the home state for determining whether travel is out of state.

c. Administrative Costs. Pursuant to Minn. Stat. § 16B.98, subd. 1(a), COUNTY administrative costs must be necessary and reasonable. STATE and COUNTY agree that Administrative Costs shall not exceed 15% of the total grant without prior written approval from STATE.

d. Total obligation. The total obligation of STATE for all compensation and reimbursements to COUNTY shall not exceed **three hundred thirty eight thousand five hundred fifty dollars** (**$338,550**).

e. Withholding. For compensation payable under this CONTRACT, which is subject to withholding under state or federal law, appropriate amounts will be deducted and withheld by STATE as required.

3.2. Terms of payment

a. Invoices. Payments shall be made by STATE promptly after COUNTY submits an invoice for services performed and the services have been determined acceptable by STATE's authorized agent pursuant to Clause 4.1. Invoices shall be submitted on a form prescribed by STATE, if applicable, and according to the following schedule: **: Quarterly**. If STATE does not prescribe a form, COUNTY may submit invoices in a mutually agreed invoice format.

b. Federal funds. Not applicable.

4. CONDITIONS OF PAYMENT.

4.1. Satisfaction of STATE. All services provided by COUNTY pursuant to this CONTRACT shall be performed to the satisfaction of STATE, as determined at the sole discretion of its authorized representative, and in accord with all applicable federal, state, and local laws, ordinances, rules, and

[2] https://mn.gov/mmb/employee-relations/labor-relations/labor/commissioners-plan.jsp

regulations. COUNTY shall not receive payment for work found by STATE to be unsatisfactory, or performed in violation of federal, state, or local law, ordinance, rule, or regulation, or if COUNTY has failed to provide Grant Progress Reports pursuant to Clause 2.2, or if the Progress Reports are determined to be unsatisfactory.

4.2. Payments to subcontractors. (If applicable) As required by Minn. Stat. § 16A.1245, COUNTY must pay all subcontractors, within ten (10) calendar days of COUNTY's receipt of payment from STATE for undisputed services provided by the subcontractor(s) and must pay interest at the rate of 1-1/2 percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).

4.3. Actual costs and reimbursable expenses. COUNTY shall ensure that costs claimed for reimbursement shall be actual costs, to be determined in accordance with 2 C.F.R. § 200.0 et seq. if applicable. COUNTY must maintain adequate documentation to support all costs submitted for reimbursement, ensuring they align with the terms of the award. COUNTY shall not invoice STATE for services that are reimbursable via a public or private health insurance plan. If COUNTY receives funds from a source other than STATE in exchange for services, then COUNTY may not receive payment from STATE for those same services. COUNTY shall seek reimbursement from all sources before seeking reimbursement pursuant to CONTRACT.

4.4. Unexpended Funds.

COUNTY must promptly return to the STATE any unexpended funds that have not been accounted for annually in a financial report to the STATE due at grant closeout.

5. PAYMENT RECOUPMENT.

COUNTY must reimburse STATE upon demand or STATE may deduct from future payments under this CONTRACT or future CONTRACTS the following:

- **a.** Any amounts received by COUNTY from the STATE for contract services that have been inaccurately reported or are found to be unsubstantiated;
- **b.** Any amounts paid by COUNTY to a subcontractor not authorized in writing by STATE;
- **c.** Any amount paid by STATE for services which either duplicate services covered by other specific grants or contracts, or amounts determined by STATE as non-allowable under the line-item budget, clause 3.1(a);
- **d.** Any amounts paid by STATE for which COUNTY'S books, records and other documents are not sufficient to clearly substantiate that those amounts were used by COUNTY to perform contract services, in accordance with clause 2, COUNTY's Duties; and/or
- **e.** Any amount identified as a financial audit exception.

6. TERMINATION.

6.1. Termination by the State.

a. **Without cause.** STATE may terminate this CONTRACT without cause, upon 30 days' written notice to COUNTY. Upon termination, COUNTY will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

b. **Termination for Cause**. STATE may immediately terminate this CONTRACT if the STATE finds that there has been a failure to comply with the provisions of the CONTRACT, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. STATE may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

6.2. Termination by the Commissioner of Administration.

In accord with Minn. Stat. § 16B.991, subd. 2, the Commissioner of Administration may unilaterally terminate this CONTRACT if further performance under the CONTRACT would not serve agency purposes or is not in the best interest of the STATE.

6.3. Insufficient funds. STATE may immediately terminate this CONTRACT if it does not obtain funding from the Minnesota Legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination will be by written notice to COUNTY. STATE is not obligated to pay for any services that are provided after the effective date of termination. COUNTY will be entitled to payment, determined on a pro-rate basis, for services satisfactorily performed to the extent that funds are available.

In the event of temporary lack of funding or appropriation, STATE may pause its obligations under this CONTRACT without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the CONTRACT. COUNTY will be notified in writing of the temporary pause, and COUNTY's ability to provide services may be temporarily suspended during this period. STATE will provide reasonable notice to COUNTY of the lack of funding or appropriation and shall notify COUNTY once funding is restored or appropriated, at which point the provision of services under the CONTRACT may resume.

STATE will not be assessed any penalty if the CONTRACT is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. STATE must provide COUNTY notice of the lack of funding within a reasonable time of STATE's receiving that notice.

6.4. Breach. Notwithstanding clause 6.1, upon STATE's knowledge of a curable material breach of the CONTRACT by COUNTY, STATE shall provide COUNTY written notice of the breach and ten (10) days to cure the breach. If COUNTY does not cure the breach within the time allowed, COUNTY will be in default of this CONTRACT and STATE may terminate the CONTRACT immediately thereafter. If COUNTY has breached a material term of this CONTRACT and cure is not possible, STATE may immediately terminate this CONTRACT.

6.5. Conviction relating to a grant. In accordance with Minn. Stat. § 16B.991, subd. 1, this CONTRACT will immediately be terminated if the recipient is convicted of a criminal offense relating to a grant agreement.

7. AUTHORIZED REPRESENTATIVES, RESPONSIBLE AUTHORITY, and PROJECT MANAGER.

7.1. State. STATE's authorized representative for the purposes of administration of this CONTRACT is **Joseph Maffit** or successor. Phone and email: **651-431-4411, Joseph.Maffit@state.mn.us**. This representative shall have final authority for acceptance of COUNTY's services and if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause 3.2.

7.2. County.

a. COUNTY's Authorized Representative is **Patrick OMalley** or successor. Phone and email: **763-682-7695, patrick.omalley@wrightcountymn.gov**. If COUNTY's Authorized Representative changes at any time during this CONTRACT, COUNTY must immediately notify STATE.

b. COUNTY must clearly post on COUNTY's website the names of, and contact information for the COUNTY's leadership and the employee or other person who directly manages and oversees this CONTRACT on behalf of COUNTY.

7.3. Information Privacy and Security. (If applicable) COUNTY's responsible authority for the purposes of complying with data privacy and security for this CONTRACT is **Gary Peters** or successor. Phone and email: **763-682-7599, gary.peters@wrightcountymn.gov**.

8. INSURANCE REQUIREMENTS.

8.1. Worker's Compensation. The COUNTY certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The COUNTY'S employees and agents will not be considered employees of the STATE. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way the STATE'S obligation or responsibility.

9. LIABILITY.

To the extent provided for in Minn. Stat. §§ 466.01-466.15, the COUNTY agrees to be responsible for any and all claims or causes of action arising from the performance of this grant contract by COUNTY or COUNTY'S agents or employees. This clause shall not be construed to bar any legal remedies COUNTY may have for the STATE'S failure to fulfill its obligations pursuant to this grant.

10. INFORMATION PRIVACY AND SECURITY.

a. It is expressly agreed that STATE will not be disclosing or providing information protected under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (the "Data Practices Act") as "not public data" on individuals to COUNTY under this Contract. "Not public data" means any data that is classified as confidential, private, nonpublic, or protected nonpublic by statute, federal law or temporary classification. Minn. Stat. § 13.02, subd. 8a.

b. It is expressly agreed that COUNTY will not create, receive, maintain, or transmit "protected health information", as defined in the Health Insurance Portability Accountability Act ("HIPAA"), 45 C.F.R. § 160.103, on behalf of STATE for a function or activity regulated by 45 C.F.R. 160 or 164. Accordingly, COUNTY is not a "business associate" of STATE, as defined in HIPAA, 45 C.F.R. § 160.103 as a result of, or in connection with, this CONTRACT. Therefore, COUNTY is not required to comply with the privacy provisions of HIPAA as a result of, or for purposes of, performing under this CONTRACT. If COUNTY has responsibilities to comply with the Data Practices Act or HIPAA for reasons other than this CONTRACT, COUNTY will be responsible for its own compliance.

11. INTELLECTUAL PROPERTY RIGHTS.

11.1. Definitions. Works means all inventions, improvements, discoveries (whether or not patentable or copyrightable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by COUNTY, its employees, agents, and subcontractors, either individually or jointly with others in the performance of the CONTRACT. Works includes "Documents." Documents are the originals of any database, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by COUNTY, its employees, agents, or subcontractors, in the performance of this CONTRACT.

11.2. Ownership. STATE owns all rights, title, and interest in all of the intellectual property, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this CONTRACT. The Works and Documents will be the exclusive property of STATE and all such Works and Documents must be immediately returned to STATE by COUNTY upon completion or termination of this CONTRACT. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." If using STATE data, COUNTY must cite the data or make clear by referencing that STATE is the source.

11.3. Responsibilities.

a. Notification. Whenever any Works or Documents (whether or not patentable) are made or conceived for the first time or actually or constructively reduced to practice by COUNTY, including its employees and subcontractors, and are created and paid for under this CONTRACT, COUNTY will immediately give STATE's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon. COUNTY will assign all rights, title, and interest it may have in the Works and the Documents to STATE.

b. Filing and recording of ownership interests. COUNTY must, at the request of STATE, execute all papers and perform all other acts necessary to transfer or record STATE's ownership interest in the Works and Documents created and paid for under this CONTRACT. COUNTY must perform all acts and take all steps necessary to ensure that all intellectual property rights in

these Works and Documents are the sole property of STATE, and that neither COUNTY nor its employees, agents, or subcontractors retain any interest in and to these Works and Documents.

c. **Duty not to infringe on intellectual property rights of others.** COUNTY represents and warrants that the Works and Documents created and paid for under this CONTRACT do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 9, COUNTY will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless STATE, at COUNTY's expense, from any action or claim brought against STATE to the extent that it is based on a claim that all or part of these Works or Documents infringe upon the intellectual property rights of others. COUNTY will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney's fees. If such a claim or action arises, or in COUNTY's or STATE's opinion is likely to arise, COUNTY must, at STATE's discretion, either procure for STATE the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of STATE will be in addition to and not exclusive of other remedies provided by law.

d. **Federal license granted.** If federal funds are used in the payment of this CONTRACT, pursuant to 45 C.F.R. § 75.322, the U.S. Department of Health and Human Services is granted a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.

12. PUBLICITY.

12.1. General publicity. Any publicity regarding the subject matter of this CONTRACT must identify STATE as the sponsoring agency and must not be released without prior written approval from the STATE's authorized representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, websites, social media, and similar public notices prepared by or for the COUNTY individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this CONTRACT. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the COUNTY's website when practicable.

12.2. Endorsement. COUNTY must not claim that STATE endorses its products or services.

13. OWNERSHIP OF EQUIPMENT. The STATE shall have the right to require transfer of all equipment purchased with grant funds (including title) to STATE or to an eligible NON-STATE party named by the STATE. If federal funds are granted by the STATE, then disposition of all equipment purchased under this grant contract shall be in accordance with OMB Uniform Grant Guidance, 2 C.F.R. § 200.313. For all equipment having a current per unit fair market value of $10,000 or more, STATE shall have the right to require transfer of the equipment (including title) to the Federal Government. These rights will normally be exercised by STATE only if the project or program for which the equipment was acquired is transferred from one grantee to another.

14. AUDIT REQUIREMENTS AND COUNTY DEBARMENT INFORMATION.

14.1. State audit.

Under Minn. Stat. § 16B.98, subd. 8, the books, records, documents, and accounting procedures and practices of the COUNTY or other party that are relevant to the CONTRACT are subject to examination by STATE and either the legislative auditor or the state auditor, as appropriate, for a minimum of six years from the CONTRACT end date, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

14.2. Independent audit. If COUNTY conducts or undergoes an independent audit during the term of this CONTRACT that is relevant to this CONTRACT, notice of the relevant audit must be provided to STATE within thirty (30) days of the audit's completion and a copy provided, if requested.

14.3. Federal audit requirements. COUNTY certifies it will comply with 2 C.F.R § 200.501 et seq., as applicable. To the extent federal funds are used for this CONTRACT, COUNTY acknowledges that COUNTY and STATE shall comply with the requirements of 2 C.F.R. § 200.332. Non-Federal entities receiving $1,000,000 or more of federal funding in a fiscal year must obtain a single or program-specific audit conducted for that year in accordance with 2 C.F.R. § 200.501. Failure to comply with these requirements could result in forfeiture of federal funds.

14.4. Debarment by the State of Minnesota or the federal government.

COUNTY certifies that neither it nor its principles are presently debarred or suspended by the State of Minnesota, or any of its departments, commissions, agencies, or political subdivisions, as shown on the Minnesota Department of Administration's Suspended and Debarred Vendors List[3], or by the federal government at SAM.gov | Search.[4] COUNTY's certification is a material representation upon which the CONTRACT award was based. COUNTY shall provide immediate written notice to STATE's authorized representative if at any time it learns that this certification was erroneous when submitted or becomes erroneous by reason of changed circumstances.

14.5. Certification regarding debarment, suspension, ineligibility, and voluntary exclusion – lower tier covered transactions.

COUNTY's certification is a material representation upon which CONTRACT award was based. Federal money will be used or may potentially be used to pay for all or part of the work under CONTRACT, therefore COUNTY must certify the following, as required by 2 C.F.R. § 180, or its regulatory equivalent.

a. Instructions for Certification

1. By signing and submitting this CONTRACT, the prospective lower tier participant is providing the certification set out below.

[3] https://mn.gov/admin/osp/government/suspended-debarred/
[4] https://sam.gov/search/?index=ex&page=1&pageSize=25&sort=-relevance&sfm%5Bstatus%5D%5Bis_active%5D=true&sfm%5BsimpleSearch%5D%5BkeywordRadio%5D=ALL

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this CONTRACT is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverages sections of rules implementing Executive Order 12549. You may contact the person to which this CONTRACT is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this response that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this CONTRACT that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, suspended, debarred,

ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

b. Lower Tier Covered Transactions.

1. The prospective lower tier participant certifies, by submission of this CONTRACT, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this CONTRACT.

15. JURISDICTION AND VENUE.

This CONTRACT, and amendments and supplements, are governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this CONTRACT, or breach of the CONTRACT, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

16. CLERICAL ERRORS AND NON-WAIVER.

16.1. Clerical error. Notwithstanding Clause 17.1, STATE reserves the right to unilaterally fix clerical errors contained in the CONTRACT without executing an amendment. COUNTY will be informed of errors that have been fixed pursuant to this paragraph.

16.2. Non-waiver. If STATE fails to enforce any provision of this CONTRACT, that failure does not waive the provision or STATE's right to enforce it.

17. AMENDMENT, ASSIGNMENT, SEVERABILITY, ENTIRE AGREEMENT, AND DRAFTING PARTY.

17.1. Amendments. Any amendments to this CONTRACT shall be in writing and shall be executed by the same parties who executed the original CONTRACT, or their successors in office.

17.2. Assignment. COUNTY shall neither assign nor transfer any rights or obligations under this CONTRACT without the prior written consent of STATE.

17.3. Entire Agreement.

a. If any provision of this CONTRACT is held to be invalid or unenforceable in any respect, the validity and enforceability of the remaining terms and provisions of this CONTRACT shall not in any way be affected or impaired. The parties will attempt in good faith to agree upon a valid and enforceable provision that is a reasonable substitute and will incorporate the substitute provision in this CONTRACT according to clause 17.1.

b. This CONTRACT contains all negotiations and agreements between STATE and COUNTY. No other understanding regarding this CONTRACT, whether written or oral may be used to bind either party.

17.4. Drafting party. The parties agree that each party individually has had an opportunity to review with a legal representative, negotiate and draft this CONTRACT, and that, in the event of a dispute, the CONTRACT shall not be construed against either party.

18. PROCURING GOODS AND CONTRACTED SERVICES.

18.1. Contracting and bidding requirements. COUNTY certifies that it shall comply with Minn. Stat. § 471.345.

18.2. Prevailing wage. For projects that include construction work of $25,000 or more, prevailing wage rules apply per Minn. Stat. §§ 177.41 through 177.50; consequently, the bid request must state the project is subject to *prevailing wage*.

18.3 Debarred vendors. In the provision of goods or services under this CONTRACT, COUNTY must not contract with vendors or subgrantees who are suspended or debarred in Minnesota or under federal law. Before entering into a subcontract, COUNTY must check if vendors or subgrantees are suspended or debarred by referencing the Minnesota Department of Administration's link in subclause 14.4 of this CONTRACT. A link to vendors debarred by Federal agencies is provided at the bottom of the web page.

18.4. Conflicts of interest. COUNTY must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

19. SUBCONTRACTS AND SUBCONTRACT PAYMENT.

19.1. COUNTY, as an awardee organization, is legally and financially responsible for all aspects of this award that are subcontracted, including funds provided to subgrantee sand subcontractors. COUNTY shall ensure that the material obligations borne by the COUNTY in this CONTRACT, apply as between COUNTY and subgrantees, in all subcontracts, to the same extent that the material obligations apply as between the STATE and COUNTY.

19.2. Subgrantee. A subgrantee is a person or entity that has been awarded a portion of the work authorized by this CONTRACT by COUNTY. COUNTY must document any subaward through a formal legal agreement. COUNTY must provide timely notice to the STATE of any subgrantee(s) prior to the subgrantee(s) performing work under this CONTRACT.

19.3. Subgrantee Monitoring. COUNTY must monitor the activities of subgrantee(s) to ensure the subaward is used for authorized purposes and is in compliance with:

a. the terms and conditions of this CONTRACT and the subaward;

a. required Grants Management Policies and procedures as specified in Minn. Stat. § 16B.97, subd. 4(a)(1) and other relevant statutes and regulations; and

b. that subaward performance goals are achieved.

19.4. Subgrantee performance. If a subgrantee is determined to be performing unsatisfactorily by the State's Authorized Representative, the COUNTY will receive written notification that the subgrantee can no longer be used for this CONTRACT.

19.5. COUNTY responsibility. No subaward shall serve to terminate or in any way affect the primary legal responsibility of the COUNTY for timely and satisfactory performance of the obligations contemplated by this CONTRACT.

19.5. Payment. COUNTY must pay any subgrantee in accordance with subclause 4.2 of this CONTRACT.

20. LEGAL COMPLIANCE.

20.1 General compliance. All performance under this CONTRACT must be in compliance with state and federal law and regulations, and local ordinances. Allegations that STATE deems reasonable, in its sole discretion, of violations of state or federal law or regulations, or of local ordinances, may result in CONTRACT termination and/or reporting to local authorities by STATE.

20.2 Nondiscrimination. COUNTY will not discriminate against any person on the basis of the person's race, color, creed, religion, national origin, sex, marital status, gender identity or expression, disability, public assistance status, sexual orientation, age, familial status, membership or activity in a local commission, or status as a member of the uniformed services. COUNTY must refrain from such discrimination as a matter of its contract with STATE. "Person" includes, without limitation, a STATE employee, COUNTY's employee, a program participant, and a member of the public. "Discriminate" means, without limitation, to fail or refuse to hire, discharge, or otherwise discriminate against any person with respect to the compensation, terms, conditions, or privileges of employment, or; exclude from participation in, deny the benefits of, or subject to discrimination under any COUNTY program or activity.

COUNTY will ensure that all of its employees and agents comply with Minnesota Management and Budget Policy #1329 (Sexual Harassment Prohibited) and #1436 (Harassment and Discrimination Prohibited).

20.3 Grants management policies. COUNTY must comply with required Grants Management Policies and procedures as specified in Minn. Stat. § 16B.97, subd. 4(a)(1). Compliance under this paragraph includes, but is not limited to, participating in monitoring and financial reconciliation as required by Office of Grants Management (OGM) Policy 08-10.

20.4 Conflict of interest. COUNTY certifies that it does not have any conflicts of interest related to this CONTRACT, as defined by OGM Policy 08-01. COUNTY shall immediately notify STATE if a conflict of interest arises.

21. OTHER PROVISIONS

21.1. No Religious Based Counseling. COUNTY agrees that no religious based counseling shall take place under the auspices of this CONTRACT.

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Signature Page Follows

By signing below, the parties agree to the terms and conditions contained in this CONTRACT.

APPROVED:

1. **STATE ENCUMBRANCE VERIFICATION**
Individual certifies that funds have been encumbered as required by Minnesota Statutes, chapter 16A and section 16C.05 or Department of Administration Policy 21-01.

By:_____

Date:_____

Contract No:_____

2. **COUNTY**

Signatory certifies that County's articles of incorporation, by-laws, or corporate resolutions authorize Signatory both to sign on behalf of and bind the County to the terms of this Agreement. County and Signatory agree that the State Agency relies on the Signatory's certification herein.

By:_____

Title:_____

Date:_____

3. **STATE AGENCY**

By (with delegated authority):_____

Title:_____

Date:_____

Distribution: (fully executed contract to each)

Contracts and Legal Compliance Division

County

State Authorized Representative

ATTACHMENT A – Work Plan: Wright County Sheriff's Office

Goals	Objectives	Description of Tasks and Duties	Role Responsible	Timeframe for Completion
Goal 1: Increase coverage and continuity of coverage a. The Benefits Specialist will execute the task of providing an opportunity to every incarcerated individual to apply for Medical Assistance (MA) (Goal 1a). b. For participants, this Specialist will process the required notification to ensure Medicaid resumes from a suspended status at least 90 days prior to release (Goal 1b) c. A complex task of implementing a process that provides every eligible incarcerated person with a Person Master Index (PMI) for accurate tracking (Goal 1c).	Phase 1: Readiness & Infrastructure (Months 1-3) Deliverable (if any): Protocols, finished renovation of facility space, detailed processes for Task 2. Reviewable process for informing County Social Services of incarcerated persons suspend status.	1. Policy: Formalize the 90-Day MA Resumption Protocol (Goal 1b). 2. Facility infrastructure will be enhanced through renovation of unit space to create private, sound-dampened rooms for confidential Medicaid enrollment, screenings, and assessments, supporting the 90-day MA resumption process. 3. Will work with Wright County Social Services to come up with a process on how to inform them of incarcerated persons suspend status.	Program Director, Jail Staff, Benefits Specialist, IT Consultant	May 1, 2026 – July 31, 2026
Goal 2: Ensure incarcerated individuals have access to prerelease services a. The Clinical Program Manager will deploy the screening process (Goal 2a) to confirm eligibility	Phase 2: Protocol & Clinical Integration (Months 3-6) Deliverable (if any): Finalized Standard Operating Procedures (SOPs), implemented screening processes and protocols for Tasks 2 and 3. Staff training held and	**1.** **Policy**: Finalize SOPs for Medicaid-level standards and Managed Care Organization (MCO) data sharing (Goal 3d). **2.** **Screening**: Implement the clinical screening	Program Director, Program Coordinator, Clinical Program Manager	July 1, 2026 – September 30, 2026

based on clinical needs and sentence criteria. b. North Star's team will ensure all eligible individuals have access to the approved set of pre-release services (Goal 2b). The Clinical Program Manager and Program Coordinator will verify that all providers have appropriate training and experience, while the Case Manager builds the directory of community-based providers (Goal 2c). c. All non-Medicaid providers will be trained and monitored to adhere to Medicaid-level standards (Goal 2d).	documented. Review of internal video communication channel.	process for pre-release service eligibility (Goal 2a). **3.** **Reach**: Establish formal protocols for community provider 'in-reach' (Goal 5a). **4.** **Training:** Staff training on new eligibility and clinical documentation standards (Goal 2d, 5d). **5.** An internal video communication channel will educate incarcerated individuals on Medicaid eligibility, application steps, and pre-release timelines, increasing awareness and engagement.		
Goal 3: Promote continuity of care. a. The Case Manager will be the central coordinator, developing the personalized plan (Goal 3a) linking the individual to healthcare and health-related social needs support. b. They will be responsible for executing the policies and timelines for	Phase 3: Coordination & Testing (Months 6-9) Deliverable (if any): Personalized transition plan template – reviewable. Minutes of Wright County Reentry Coalition. Review of simulations of end-to-end processes. Evidence regarding secure laptop purchase and field implementation.	**1.** **Coordination:** Launch the Wright County Reentry Coalition with courts, Probation, and care providers (Goal 5b). **2.** **Care Planning:** Implement the personalized transition plan template (Goal 3a) and 30-day supply logistics (Goal 3b). **3.** **Testing:** Conduct simulations of end-to-end process: MA resumption, service delivery, and post-release tracking (Goal 4a) to identify and	Program Director, Case Manager, Reentry Coalition	October 1, 2026 – December 31, 2026

obtaining the medical supplies, medications (30-day supply), and follow-up exams needed after release (Goal 3b). c. Through structured case conferences and the Reentry Coalition, the team will ensure case managers, North Star, and post-release providers coordinate care effectively (Goal 3c). d. Program Director and Program Coordinator will ensure contracts with MCOs include requirements for sharing key information (Goal 3d).		correct data flow issues (Goal 3c). **4.** Secure laptops will be deployed to allow Benefits Specialists and Case Managers to complete MA applications, screenings, and care planning in real time, improving efficiency and continuity of care.		
Goal 4: Connect to services available post-release	Phase 4: Implementation (Month 9-15) Deliverable (if any): Evidence of collaboration with local care providers. Implementation of personalized transition plan template & supply logistics. Similar review of testing simulations. Review of coordination protocol and County of Financial	**1. Implementation:** Working with the re-entry team, collaborate with local care providers for continuity of care. **2. Care Planning:** Implement the personalized transition	Program Director, Case Manager, Reentry Coalition	January 1, 2027 – March 31, 2027

	Responsibility (CFR) notification process.	plan template (Goal 3a) and 30-day supply logistics (Goal 3b). **3. Testing:** Conduct simulations of end-to-end process: MA resumption, service delivery, and post-release tracking (Goal 4a) to identify and correct data flow issues (Goal 3c). **4. Protocol:** A formal coordination protocol with everyone's CFR will ensure timely notification of release dates, application status, and seamless activation of benefits upon release.		
Goal 5: Ensure cross-system collaboration	Deliverable (if any): Evidence presented of usage of facility's renovated dedicated space by healthcare providers and use by case management with incarcerated individuals. Ongoing minutes of Wright County Reentry Coalition. Training and outreach reports to ensure appropriate awareness regarding Medicaid coverage is achieved.	1. The Program Coordinator will manage the facility's use of dedicated space to allow community health care providers and case managers to meet with incarcerated individuals (Goal 5a). 2. The Project Director and Program Officer will establish and maintain the Wright County Reentry Coalition (Goal 5b). **3.** Finally, the entire team will participate in training and outreach to help raise awareness	Program Director and Jail Staff	March 1, 2027 – June 30, 2027

		about Medicaid coverage (Goal 5d).		
Goal 6: Complete Readiness Assessment	Deliverable: Participation and eventual completion of RFP application requirements.	1. Attend Public Consulting Group (PCG) Working Group Meetings 2. Reentry Community Workgroup 3. Learning Community- Design work plan 4. Participate in Survey for Readiness Assessment	DHS and PCG Staff DHS and Community Member DHS/Jail staff DHS/Jail staff	1. Ongoing throughout the course of the contract. 2. Ongoing monthly throughout the course of the contract. 3. October 1, 2026 – December 31, 2026 4. Will be completed upon release of Centers for Medicaid Services (CMS) Standard Terms and Conditions (STC's.)

ENHANCED DESCRIPTION OF TASK/DUTIES BY GOAL

Goal 1 – Infrastructure & MA Resumption:
Facility infrastructure will be enhanced through renovation of unit space to create private, sound-dampened rooms for confidential Medicaid enrollment, screenings, and assessments, supporting the 90-day MA resumption process.

Goal 2 – Education & Engagement:
An internal video communication channel will educate incarcerated individuals on Medicaid eligibility, application steps, and pre-release timelines, increasing awareness and engagement.

Goal 3 – Care Coordination & Technology:
Secure laptops will be deployed to allow Benefits Specialists and Case Managers to complete MA applications, screenings, and care planning in real time, improving efficiency and continuity of care.

Goal 4 – Release Coordination:
A formal coordination protocol with each individual's County of Financial Responsibility (CFR) will ensure timely notification of release dates, application status, and seamless activation of benefits upon release.

DEPARTMENT OF HUMAN SERVICES

Grantee Name:	**Wright County**
SP File #:	**GRFP-10628**
SWIFT/Contract #:	**815695**
BUDGET ATTACHMENT:	**B**

	BUDGET ATTACHMENT: B				
	Contract Year 1 - SFY26		Contract Year 2 - SFY27		PROJECT TOTAL
	April 1, 2026 - June 30, 2026		July 1, 2026 - June 30, 2027		April 1, 2026 - June 30, 2027
	SFY26 - Budget	Actual Expenses - SFY26	SFY27 - Budget	Actual Expenses - SFY27	
A. Personnel (Salaries)	$ 42,500.00	$ 0	$ 42,500.00	$ 0	$ 85,000.00
B. Fringe Benefits	$ 0	$ 0	$ 0	$ 0	$ 0
C. Travel	$ 5,695.00	$ 0	$ 3,696.00	$ 0	$ 9,391.00
D. Equipment	$ 0	$ 0	$ 0	$ 0	$ 0
E. Supplies	$ 0	$ 0	$ 0	$ 0	$ 0
F. Contractual	$ 185,000.00	$ 0	$ 15,000.00	$ 0	$ 200,000.00
G. Other	$ 0	$ 0	$ 0	$ 0	$ 0
TOTAL DIRECT COSTS	$ 233,195.00		$ 61,196.00		$ 294,391.00
H. Indirect Costs	$ 34,979.00		$ 9,180.00		$ 44,159.00
TOTAL BUDGET	**$ 268,174.00**		**$ 70,376.00**		**$ 338,550.00**

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
5

Originator
KAK4327

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Resolution 26-27, Recognizing National County Government Month in Wright County April 2026

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Resolution 26-27, Recognizing National County Government Month in Wright County April 2026

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
26-27 Resolution Ntl County Gmt Month April 2026 - FLAT.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

RESOLUTION #26-27
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-27

NATIONAL COUNTY GOVERNMENT MONTH - APRIL 2026

WHEREAS, the nation's 3,069 counties serving more than 330 million Americans provide essential services to create healthy, safe, and vibrant communities; and

WHEREAS, counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of our residents' lives; and

WHEREAS, counties as intergovernmental partners enact local, state, and federal programs to address the needs of all residents; and

WHEREAS, Wright County and all counties take pride in our responsibility to protect and enhance the wellbeing and safety of our residents in efficient and cost-effective ways; and

WHEREAS, the nation is celebrating 250 years of independence this year, and counties have a long and rich history of serving residents; and

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK	☐	☐	☐	☐
VETSCH	☐	☐	☐	☐
HOLLAND	☐	☐	☐	☐
SCHOEN	☐	☐	☐	☐
MOYNAGH	☐	☐	☐	☐

STATE OF MINNESOTA)
ss.
County of Wright)

I, Select Signer, duly appointed and qualified of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on Monday, March 03, 2025, now on file in my office, and have found the same to be a true and correct copy thereof.

IN TESTIMONY WHEREOF, I have hereunto signed my name and caused the seal of the County of Wright to be affixed.

Select Signer

RESOLUTION #26-27

BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-27

WHEREAS, each year since 1991, the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs, and services; and

WHEREAS, Wright County continues to be one of the fastest growing counties in the state, driven by its strong economy, high quality of life, and strategic location. The county makes significant investments in infrastructure, including road improvements and transportation networks that support both residents and businesses. Wright County continues to support enhancements to its parks and trail systems, ensuring that access to outdoor recreation remains a key part of the community, and supporting economic development while preserving quality of life.

NOW, THEREFORE, BE IT RESOLVED THAT THE WRIGHT COUNTY BOARD OF COMMISSIONERS, hereby proclaim April 2026 as National County Government Month.

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Matt Detjen

Requestor Title
Ag Drainage & Natural Resources Supervisor

Department (please use dropdown to select department) *
PARKS & RECREATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
2

Originator
MJD7571

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Adopt the Findings and Order Correcting Drainage System Records for Wright County Ditch #23.

Short Title (what will appear on Agenda outline - 250 character max.) *
Adopt the Findings and Order Correcting Drainage System Records for Wright County Ditch #23.

Value Stream the request primarily aligns with:
Empower Use of Land, Property, and the Environment

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.
Na

Fiscal Impact:
Na

Background/Justification:
On March 10th, 2026 the Drainage Authority held a public hearing on the Reestablishment of Records for County Ditch #23. After receiving public comments, the Drainage Authority directed staff to prepare Findings and Order adopting the report detailed in the Engineer's County Ditch 23 Reestablishment of Records Report dated December 22, 2026 and to bring this back to the board meeting on April 7th, 2026. This will require a motion from the Drainage Authority to adopt the F&O.

Staff Recommendation: Adopt the Findings and Order Correcting Drainage System Records for Wright County Ditch #23.

Route for Review and Approval

- [ ] Finance Review
- [x] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (2)

Document Name	Attachment Type
CD 23_Resolution_ROR_4_7_2026.pdf	Attachment
CD 23 ROR_Exhibit A.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

Legal Review

Legal Decision
Approved

Notes
Reviewed & approved by Brian Wold per Bryan Palmer

County Administrator Review

County Administrator Decision

Notes

Exhibit A

Technical Memorandum

To: Matthew Detjen
Wright County Drainage Authority

From: Joe Lewis, PE
Houston Engineering, Inc.

Subject: County Ditch 23 Reestablishment of Records

Date: December 22, 2025

Project: 7103-0039

Introduction

The purpose of this report is to provide the Wright County Drainage Authority with results of the investigation and analysis of the County Ditch 23 (CD 23) public drainage system records. CD 23 consists of open channel ditch, which serves predominantly agricultural land, located in Woodland Township and is not within the jurisdiction of an existing watershed district or water management organization. This report contains necessary description of the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions and elevations; and right-of-way of the drainage system to reestablish records as requested by the Board. Minnesota Statue 103E.101 subd. 4a allows the drainage authority to reestablish records if, after an investigation of drainage system records, it is found that the records establishing the alignment, cross-section, profile, or right-of-way of a drainage system are lost, destroyed or otherwise incomplete. The drainage authority may, by order, reestablish records defining the alignment; cross section; profile; hydraulic structure locations, materials, dimensions, and elevations; and right-of-way of the drainage system which define the “As Constructed and Subsequently Improved Condition” or ACSIC. This report documents the investigation of drainage system records and physical investigation of the drainage system used by the engineer to recommend reestablished records to define the alignment, grade, and geometry as necessary to maintain the historic function of the drainage system. No other historical reviews or reviews of the system are known to exist.

Relationship to Drainage System Maintenance and Repair

This memorandum establishes the ACSIC as the basis for future maintenance and repair of the public drainage system. A future repair report may include alternatives which adjust the elevation of the open channel and culverts consistent with the ACSIC. Additional actions such as realignment or abandonment of portions of the public system, or other similar modifications may also be considered and ultimately follow procedures in MS 103E. The range of alternatives evaluated within the repair report is based in part on discussions with landowners and other interested parties.

Definitions

This memorandum defines the condition and therefore by inference the capacity (i.e. the existing flow rate in cubic feet per second) of the public drainage systems using three definitions:

As-Designed/Established Conditions

The geometry of the public drainage systems as designed in 1915 including all subsequent designs for legal repairs and alterations. A repair or alteration is considered legal if formally authorized is some legal proceedings. The details of the As-designed / Established condition are relatively unknown due to the scarcity of the original design plan and profiles that identify the dimensions, lengths and grade elevations. The As-Designed / Established Condition may or may not reflect the As-Constructed and Subsequently Improved Condition and is generally shown on construction plans and engineering drawings.

As-Constructed and Subsequently Improved Condition

The geometry of the public drainage systems as constructed in 1915 including all subsequent legal repairs and alterations as well as other actions which maintain and are consistent with the general character and efficiency of the drainage systems. Often, survey data (and only rarely as-built drawings) show that the alignment, grade and geometry (i.e., cross sectional area) of the existing public drainage system if altered from the As-Designed / Established Condition. The definition of As-Constructed and Subsequently Improved Condition (ACSIC) is intended to establish the condition to which the system can legally be repaired consistent with the definition in MS 103E.701, which states:

> The term, "repair" means to restore all or a part of a drainage system, as nearly as practicable to the same hydraulic capacity as originally constructed and subsequently improved, including resloping of ditches and leveling of spoil banks if necessary to prevent further deterioration, realignment to original construction if necessary to restore the effectiveness of the drainage system, and routine operations that may be required to remove obstructions and maintain the efficiency of the drainage system. "Repair" also includes:
>
> 1. incidental straightening of a tile system resulting from the tile-laying technology used to replace tiles; and
> 2. replacement of tiles with the next larger size that is readily available, if the original size is not readily available.

Available records provide very limited information regarding the originally constructed alignment, grade (profile) and geometry (cross-section) of CD 23. Alterations to the public drainage system alignment, grade and geometry from the As-Designed / Established Condition likely resulted from the use of less accurate survey methods and construction techniques than currently exist, inaccurate culvert and crossing installation, and a need to “fit” the drainage system to the existing topography. Alterations to the public drainage system that were not performed per the requirements of MS 103E (i.e., ditch law) or its predecessors are typically not considered part of the ACSIC.

Repaired Condition

The condition to which the drainage authority repairs the public drainage system. If the capacity of the Repaired Condition exceeds the ACSIC, the work is considered an improvement under MS 103E and its predecessors. The County may decide for a variety of reasons to repair the public drainage system to some condition less than the As-Constructed and Subsequently Improved Condition.

Maintenance

There is no statutory distinction between the terms maintenance and repair. However, historically, drainage authorities have drawn a distinction between the two terms as a function of the scope of work performed for each. The primary difference between maintenance and repair, is that maintenance activities are generally completed at a select (more isolated) location or locations along portions of the

public drainage system, rather than a drainage system-wide assessment, analysis, recommendation, or alteration that occurs in association with a repair proceeding.

Maintenance generally includes activities such as vegetation management, the removal of open channel and tile blockages (e.g., beaver dams, sediment), the replacement of tile ruptures, the installation of tile inlets and access manholes, the replacement of portions of a tile system, the stabilization and repair of slopes and spoil material, and the removal of sediment up to the repair condition. Maintenance also includes the resetting or resizing of culverts or other crossings which were inaccurately placed and result in the obstruction of the public drainage system. Maintenance activities are usually exempt from wetland permitting requirements under the Wetland Conservation Act and Section 404 of the Clean Water Act.

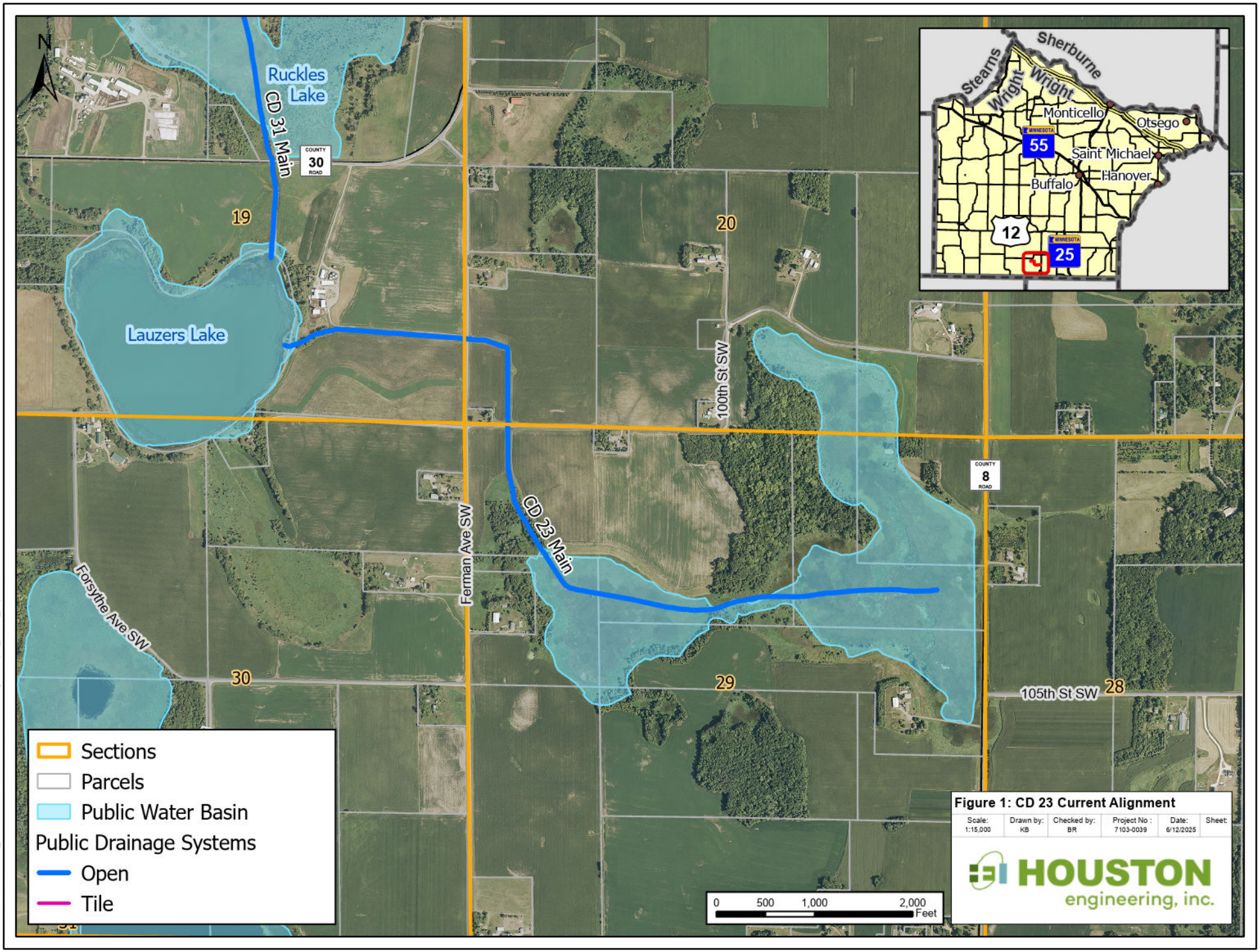
Location, General Description and History of the Public Drainage System

Location

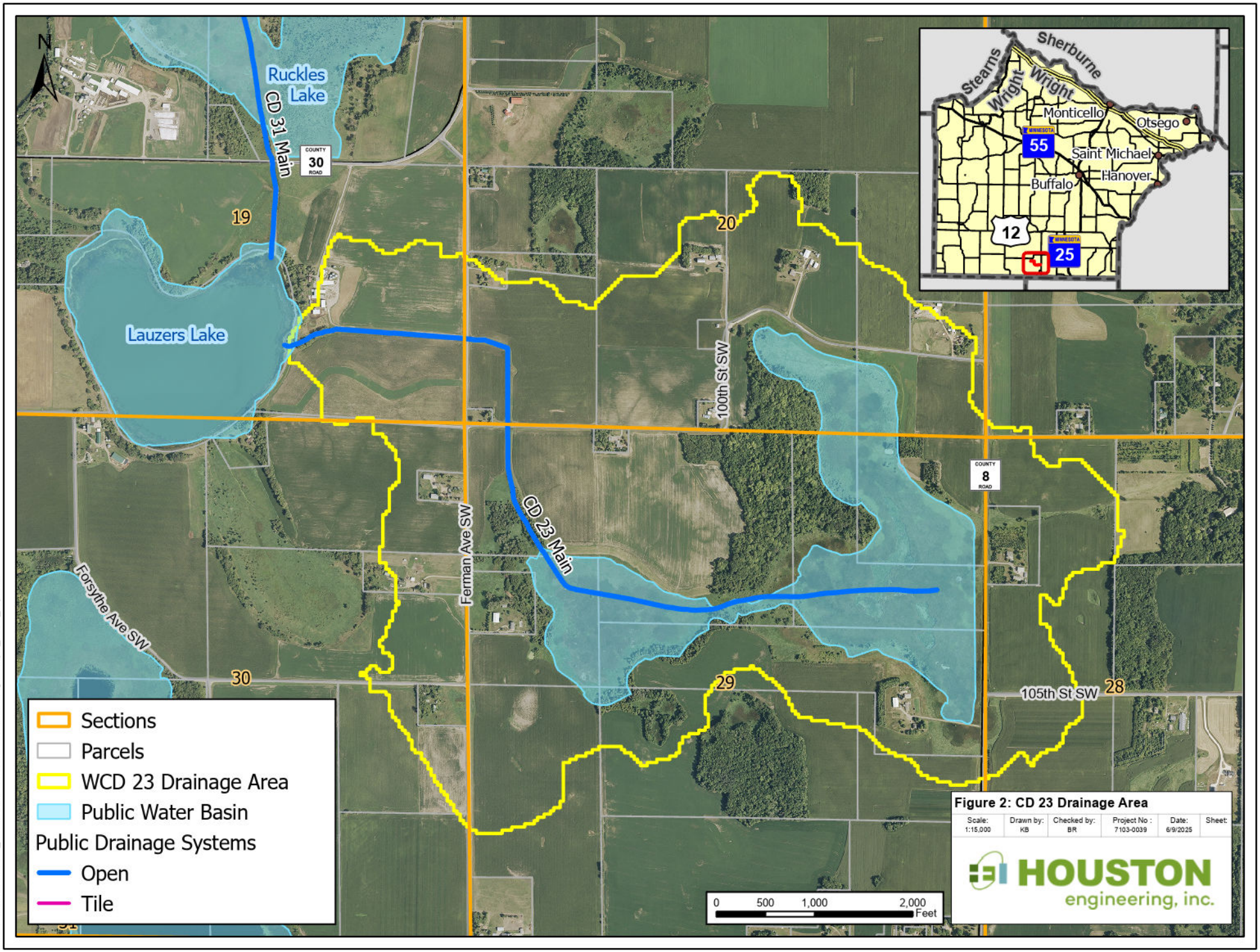
The Wright CD 23 public drainage system, shown in **Figure 1**, is located in Sections 19, 20 and 29 of Woodland Township (T118N, R26W), generally flowing west and north beginning approximately 1,600 feet south and 450 feet west of the northeast corner of Section 29. The system outlets into a public water referred to as Lauzers Lake in Section 19 which discharges into CD 31. CD 23 currently consists entirely of an open channel ditch. The drainage area that contributes runoff to the drainage system is approximately 806 acres (**Figure 2**) and is located in Sections 19, 20, 29 & 30 of Woodland Township. The drainage area is predominantly agricultural but also contains forested, wetlands, and rural residential land uses.

History of the Public Drainage System

A petition for the system was filed on July 27th, 1914, and an order for its establishment was filed on March 2nd, 1915, by the Wright County Board. An Engineer's Report was filed on January 5th, 1915, with construction quantities, survey, cost estimate and profile. An amended Engineer's Report was filed on June 1st, 1916, which indicates the system was completed and recommended portion of 20-inch tile be installed for stations 43+00 to 57+00. However, sometime between 1963 and 1979, the tile portion was removed, and an open channel was created.



H:\JBN\7100\7103\7103_0039 CD 23 Reestablishment\GIS\Maps\Wright_CD23_Figures\



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Existing/Current Alignment

This portion of the memorandum describes the current condition of the public drainage system as observed “on-the-ground” (i.e., existing) as determined by a review of the available records, field survey, aerial imagery, and other available historical evidence. The stationing used to describe the alignment proceeds from downstream to upstream. The plan and profile drawings, as seen in **Attachment A**, shows the system’s existing alignment and stationing. Review of aerial photographs and survey indicates that little or no modification has occurred to the alignment since establishment.

The alignment begins at STA 87+37 approximately 1,600 feet south and 450 feet west of the northeast corner of section 29. From STA 87+37 the open channel ditch continues westward until turning north around station 49+00. The open channel ditch continues north under 100th Street SW before turning west around STA 23+00. The alignment then continues west under Ferman Ave SW until its terminus in Lauzers Lake.

Source of Survey Data used in this Assessment

Survey data was collected in April to June of 2025 to determine the existing condition of the public drainage system. All survey data collected utilizes the Wright County Coordinate System and North American Vertical Datum 1988 (NAVD 88).

Known System Modifications or Proceedings

The current alignment of CD 23 matches closely to the As-Designed / Established Condition from 1915 which was determined based on historic aerial imagery and the stationing, reference points and lengths shown in the 1915 design profile drawings. The ACSIC alignment, shown in **Figure 1**, was based on field survey, 1915 alignment, and current and historical imagery. One significant modification of using 20-inch tile for a portion of the open ditch was documented in the Engineer’s Amended report from 1916. From historical imagery, the tile portion was replaced with open channel ditch between the years of 1963 and 1979, however there was no documentation of this alteration found in the drainage system records. No other significant modifications are documented in the historical drainage system records nor are they observed in comparison between current and historic aerial photographs.

As-Constructed and Subsequently Improved Condition

As-Constructed and Subsequently Improved Grade and Geometry

Ideally, the grade of the ACSIC would be determined using as-built drawings that identify the constructed alignment, grade, and geometry. However, since as-built plans are rarely available from during the establishment of public drainage systems, engineers have frequently utilized the profile drawings from the original designs along with test pits and borings to determine and corroborate the ACSIC.

Elevations from the original CD 23 1915 design profiles were based on an assumed vertical datum referring to a benchmark that no longer is in existence and there are no as-built plans available. To convert the design profile in a local vertical datum to a modern vertical datum, soil borings collected during field survey were used to determine “as-built” excavation depths where the material transitions from accumulated sediment to native mineral soil.

A statistical comparison of 17 soil borings and their elevations from the 1915 design profile was performed. Through the comparison process, a datum adjustment factor was calculated to convert the design profile to NAVD 88 (see **Table 1**). Soil boring elevations that were not within one standard deviation from the datum adjustment calculated from the entire set of soil borings were determined to be outliers and were removed from the final datum adjustment calculation.

The soil borings and the design profile have a good correlation for system upstream of station 19+00. For this segment, a constant value of 906.36 feet was used to adjust the design profile's datum to NAVD 88. The soil borings and design profile did not have a good correlation for the portion downstream of station 19+00. The ACSIC was determined by connecting the elevation at station 19+00 to the soil boring at 0+69 near the outlet to Lauzers Lake.

Table 1: CD 23 Comparison of Design Profile Elevations to Soil Boring Elevations

Current CD 23 Alignment Station	Soil Boring Elev.	1915 Profile Elev. (NAVD 88)	Deviation of Soil Boring from Design Profile Elev.
0+69	994.73	998.94	-4.25*
10+62	995.98	999.20	-3.26*
13+69	995.80	999.28	-3.52*
20+81	999.85	999.47	0.35
26+90	999.59	999.62	-0.07
29+92	999.32	999.69	-0.41
31+88	999.88	999.74	0.11
32+92	1000.53	999.76	0.73
35+96	1001.27	999.84	1.40*
37+96	999.88	999.89	-0.05
39+97	998.08	999.94	-1.90*
41+98	1000.13	999.99	0.11
43+99	999.52	1000.04	-0.55
44+98	999.56	1000.06	-0.54
55+05	997.68	1000.35	-2.67*
65+04	1000.32	1000.60	-0.28
74+04	1001.43	1000.83	0.60

*Indicates outlier that was not used in determining the Datum Adjustment.

The 1915 plans for establishing the ditch identified a 4-foot bottom width and 1:1 side slopes along the entire length.

Culverts

In the 1915 Engineer Plans, two culverts were included with the original design. In the 1915 Engineer's Plan, the crossing under 100th St SW was a 36-inch culvert, which is larger than the 24-inch culvert observed during field survey.

Table 2: CD 23 Existing Culvert Data

Crossing	Maintenance Responsibility	Station	Existing Crossing	Historic Crossing	Minimum Design Criteria Flow	Relation to ACSIC Profile (ft)	Notes
Field Crossing	Private	5+34	36" RCP	N/A	2-year	-0.1	Existing crossing is sufficient in size and is set near the ACSIC.
Ferman Ave SW	Woodland Township	19+08	36" CMP	36"	25-year	0.1	Existing crossing is sufficient in size and is set near the ACSIC.
100th ST SW	Woodland Township	31+25	24" CPP	36"	25-year	1.4	Existing crossing is undersized and is set above the ACSIC. The current invert elevations are noticeably higher than the existing and ACSIC profile elevations indicating the culvert was incorrectly placed at a higher elevation than the ACSIC elevation.

Right-of-Way

Proceedings for the original establishment of the drainage system awarded damages for the areas physically occupied by the drainage system along with an easement for the area required for construction activities such as land clearing and spoil disposal. This combination of areas constitutes the right-of-way (ROW) for the drainage system and is often described as the area that is reasonably necessary for the drainage authority to perform its repair, maintenance, inspection obligations, along with an area of reasonable set-back to protect the drainage system. The geometry of the spoil pile was assumed to have 3:1 inslopes and 10:1 field slopes with an 8-foot bench as was common practice of the time. The minimum length of spoil on each side of the ditch was set to 25 feet and total ROW width was calculated by adding together the top width of the as-designed ditch and the assumed length of spoil on either side of the ditch. The widths of the ROW are shown in **Table 3.**

Table 3: ROW Widths for CD 23

Upstream Station	Downstream Station	Right-of-Way (ft)
18+00	0+00	60
25+00	18+00	70
45+00	25+00	90
87+39	45+00	60

Regulatory Impacts

As seen in **Figure 3**, the upstream end of the CD 23 public drainage system is located within the Public Water Basin 86-101 (Dog Lake) and serves as its outlet. CD 23 outlets to Public Water 86-100 (Lauzers Lake). Drainage system activities within public waters (below the OHW) may require coordination with the DNR.

Minnesota DNR regulates work within public waters and generally exempts public drainage projects from a public waters work permit if they are located within an altered natural watercourse or do not substantially affect public waters. However, future work planned for CD 23 should be evaluated by the engineer for potential impacts on Public Waters 86-100 and 86-101; as projects that substantially affect the public water may require permission from the DNR and potentially require mitigation. M.S. 103E.701 subd. 2 provides a process for coordinating drainage system repairs with the DNR when those repairs might impact the inventoried public waters.

The CD 23 public drainage system does not currently intersect any wetlands from the U.S. Fish and Wildlife Service National Wetland Inventory (NWI) other than those that coincide with the public water basins as shown in **Figure 3**.

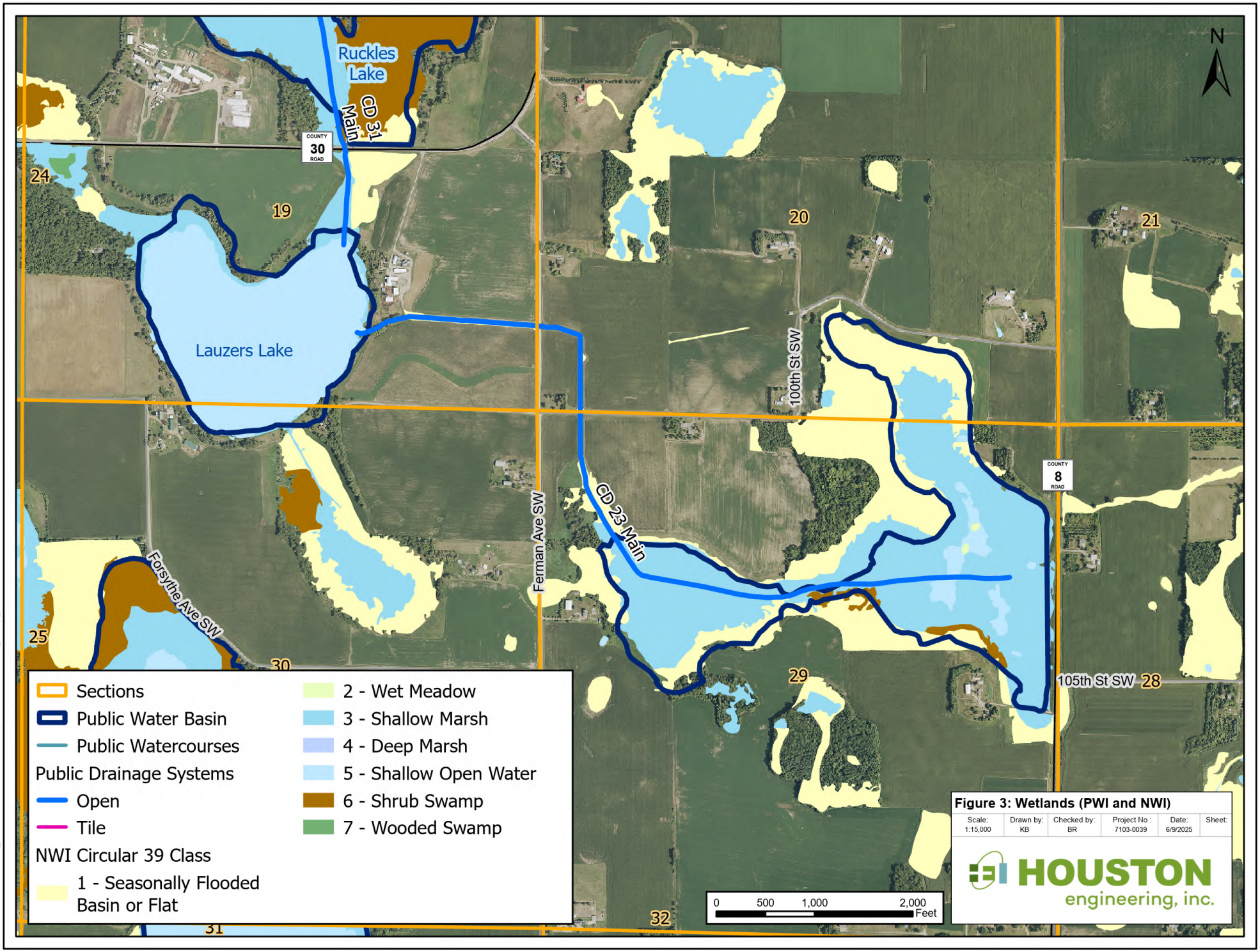


Figure 3: Wetlands (PWI and NWI)

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HOUSTON engineering, inc.

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Recommendations

This report having been completed and filed, the engineer recommends that the Drainage Authority schedule, notice and hold a public hearing, and consider adopting corrected records consistent with this report. The corrected drainage system records should be based on the alignment, grade, and geometry described within this historical review and in **Figure 2**. The alignment, grade, and geometry are, in the Opinion of the Engineer, necessary to reestablish the historic function of the legal drainage system to be the basis for maintenance and repair of the public drainage systems. We further recommend that the Drainage Authority submit the alignment, grade and geometry of the ACSIC to the Minnesota Department of Natural Resources and the Wright County Soil and Water Conservation District for their review and concurrence.

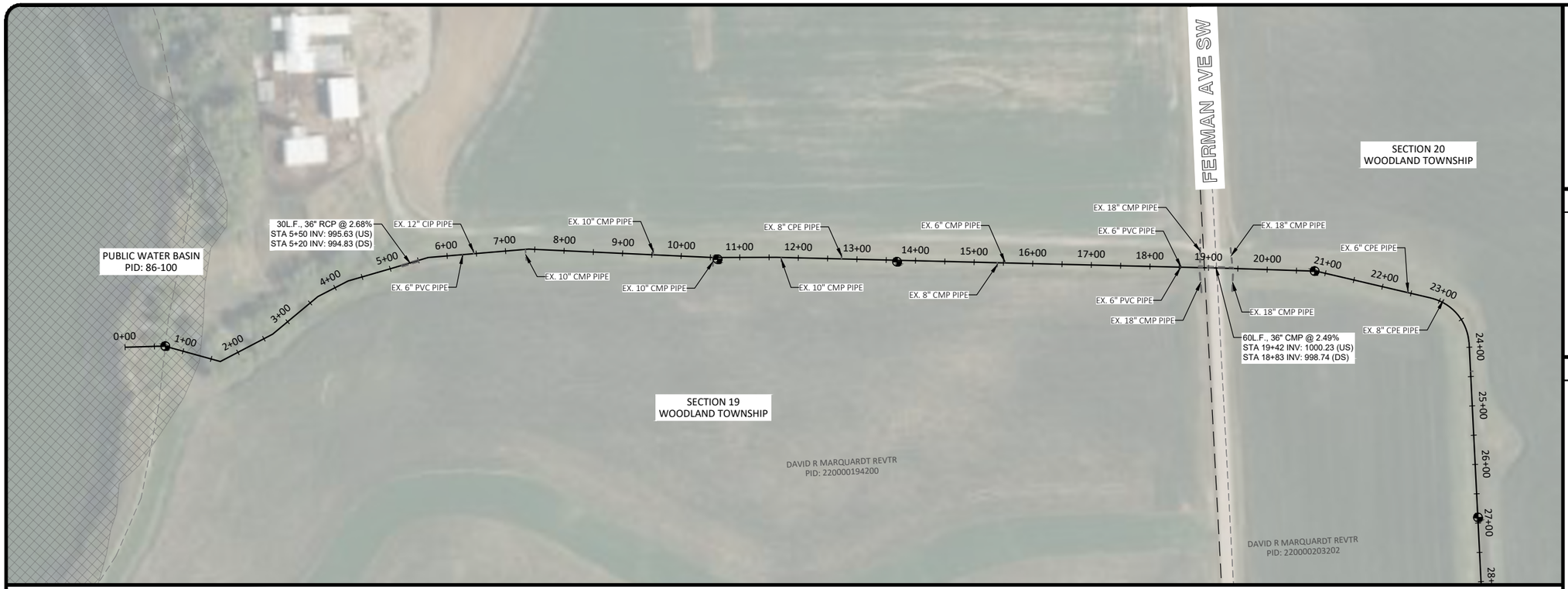
Available Information/Historic Records

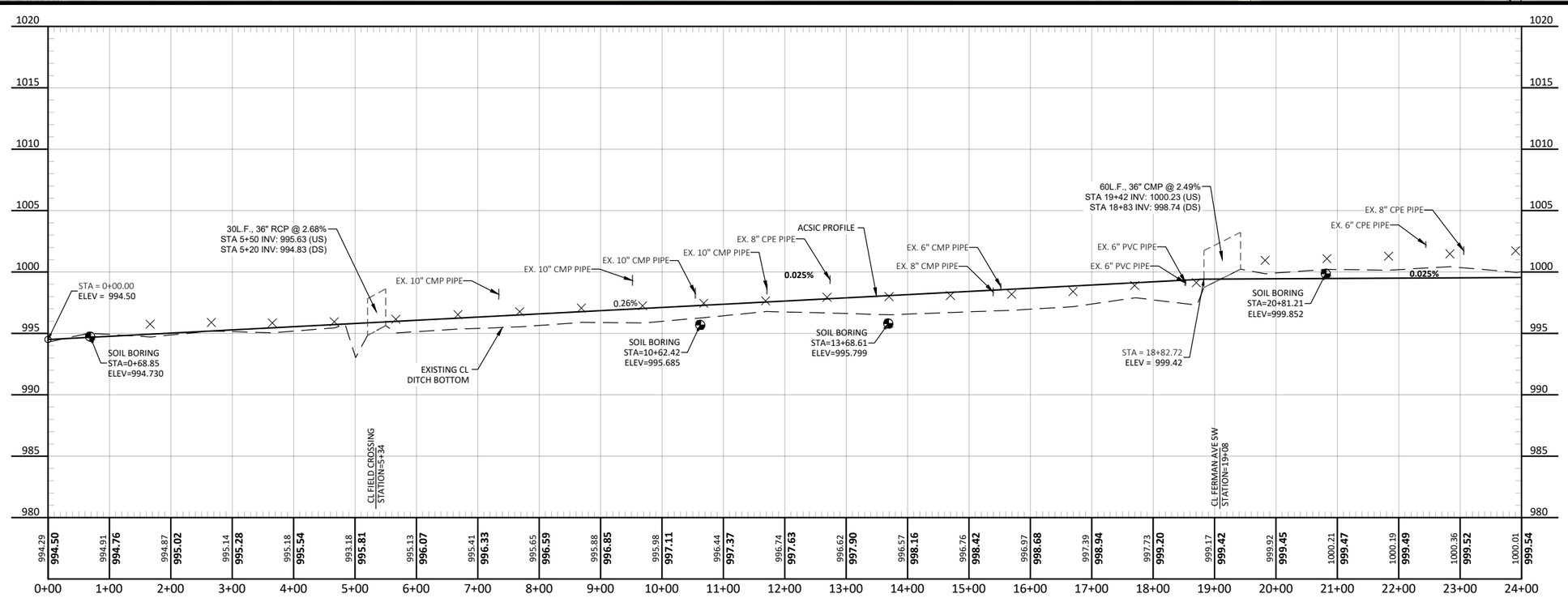
Historic records for the CD 23 public drainage system are available on the county website at the following location: https://wright.drainagedb.net/portal/#portaldashboard.php. The following documents have been specifically utilized or referenced for this report:

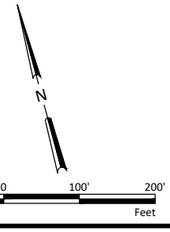
Wright County Ditch 23 Historic Files

- 1914 Petition - Establishment
- 1915 Engineer's Report
- 1915 Order for Establishment of County Ditch 23
- 1915 Original Viewer's Report
- 1916 Amended Engineer's Report
- 2016 Order for Redetermination of Benefits for County Ditch 23
- 2022 Findings and Order Accepting Viewer's Report for County Ditch 23

ATTACHMENT A: PLAN & PROFILE DRAWINGS







NOTES

1. HORIZONTAL CONTROL: ANY COORDINATES LISTED IN THIS PLAN MINNESOTA STATE PLANE, SOUTH ZONE, US FOOT.
2. VERTICAL CONTROL: ALL ELEVATIONS ARE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).

LEGEND

- SECTION LINE
- PROPERTY LINE
- PUBLIC WATERS
- SOIL BORING LOCATION
- TOP OF WATER ELEVATION

LEGEND FOR PROFILE ELEVATIONS

EXISTING SURVEYED PROFILE 897.94 / 896.46 ACSIC

70+00

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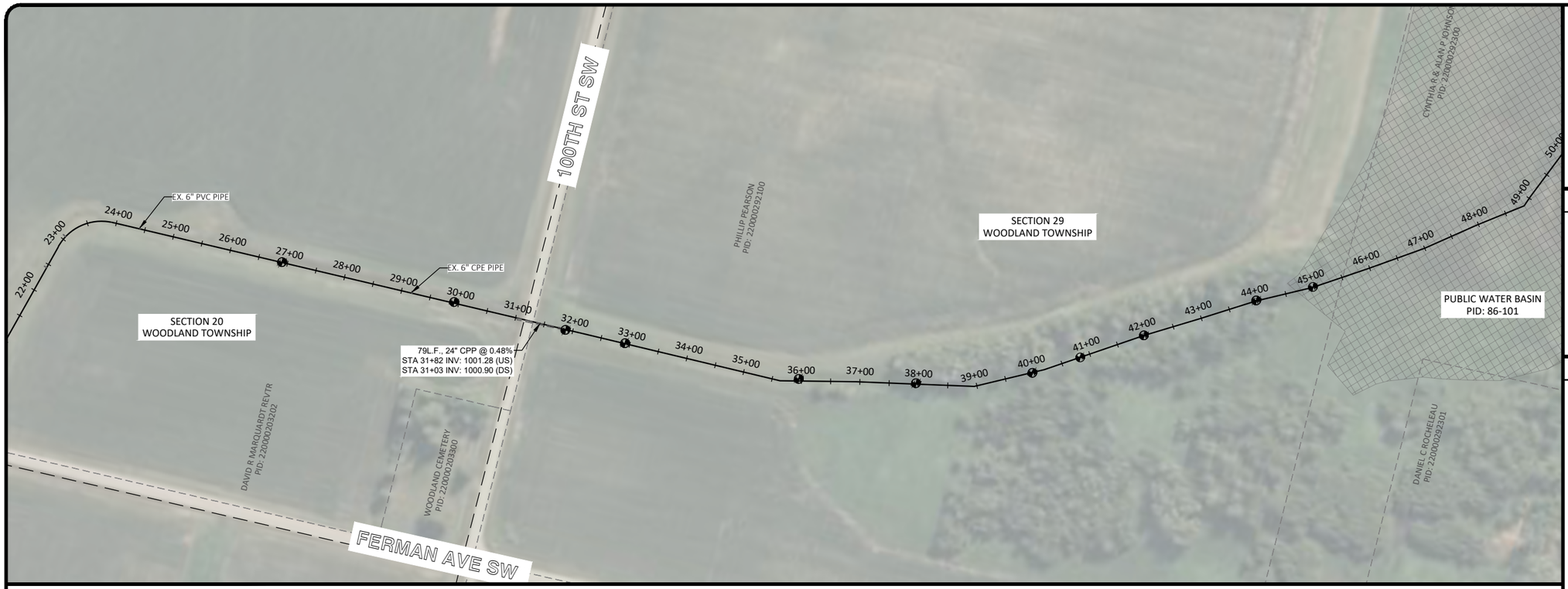
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WRIGHT COUNTY
WOODLAND TOWNSHIP SECTIONS 19, 20, 29, & 30

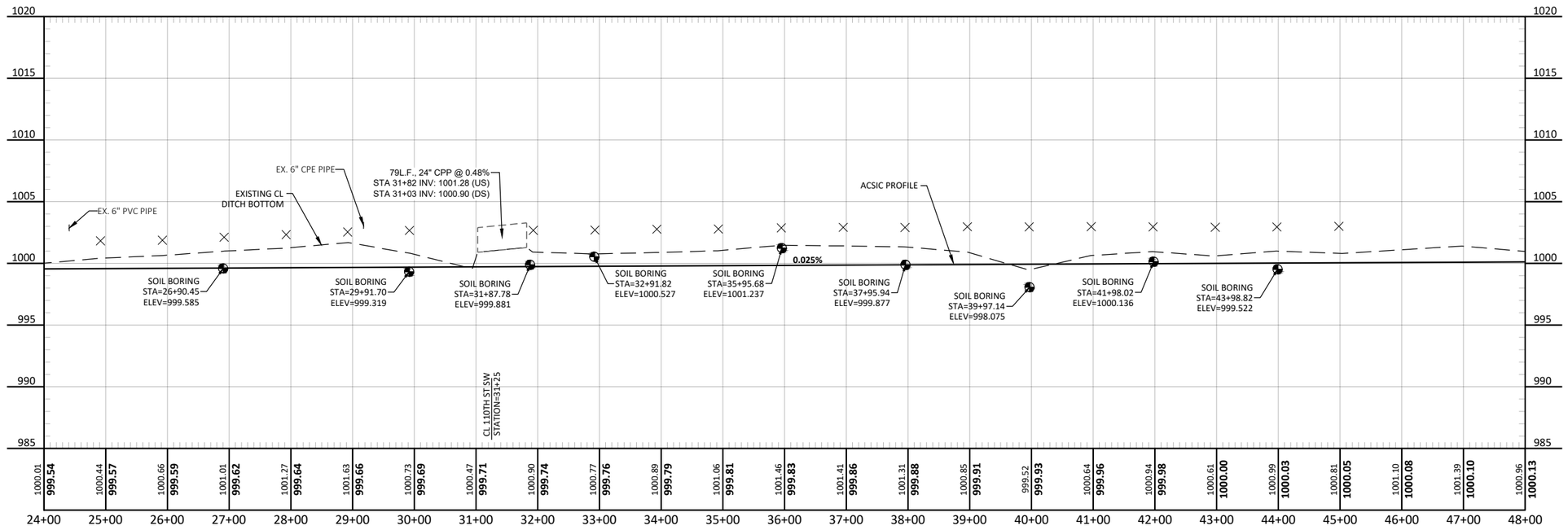
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PROJECT NO. 7103-0039

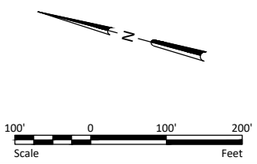
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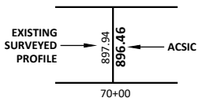
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LEGEND FOR PROFILE ELEVATIONS



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WRIGHT COUNTY DITCH 23
WRIGHT COUNTY
WOODLAND TOWNSHIP SECTIONS 19, 20, 29, & 30

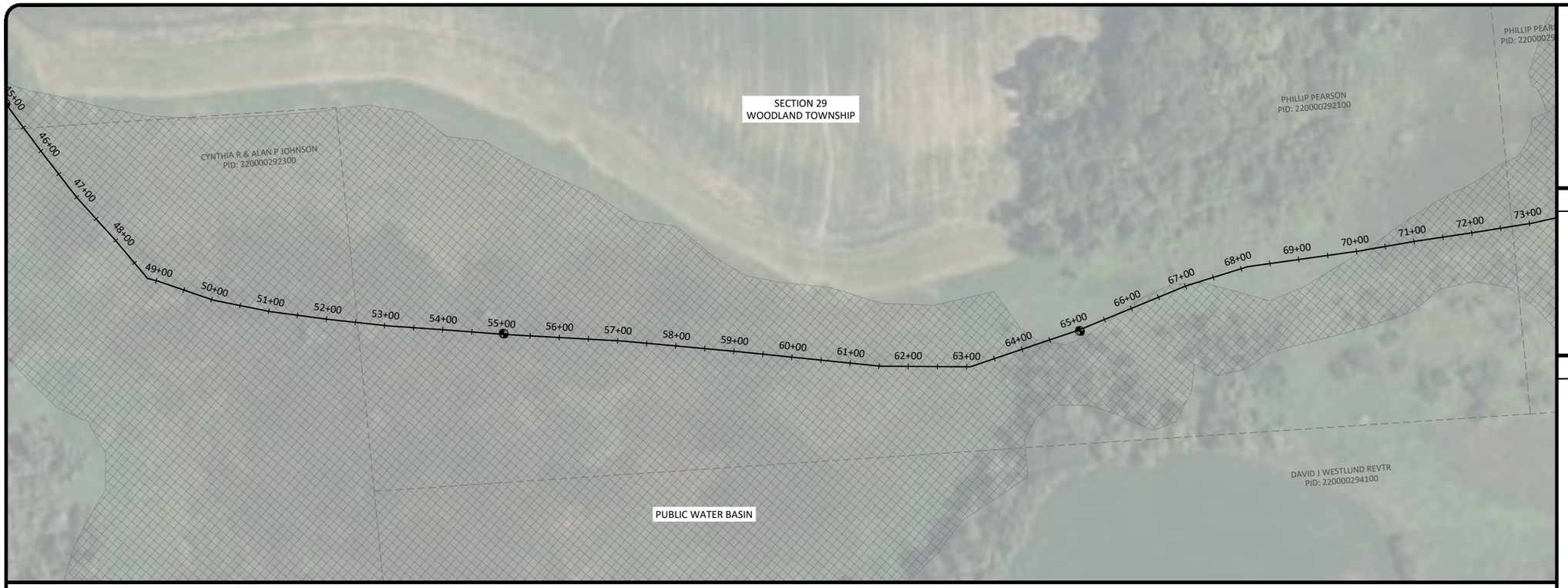
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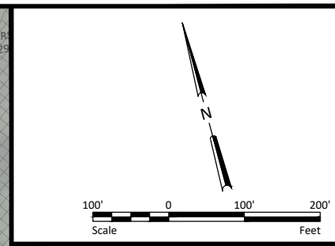
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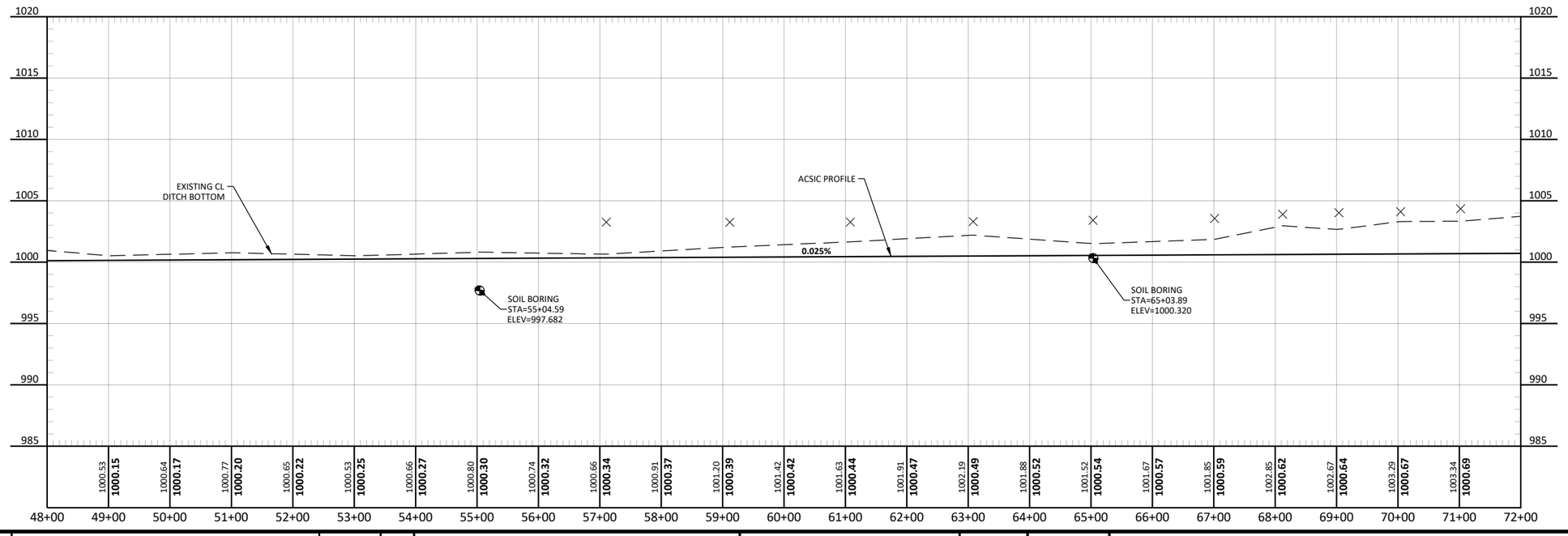


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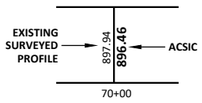
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LEGEND FOR PROFILE ELEVATIONS



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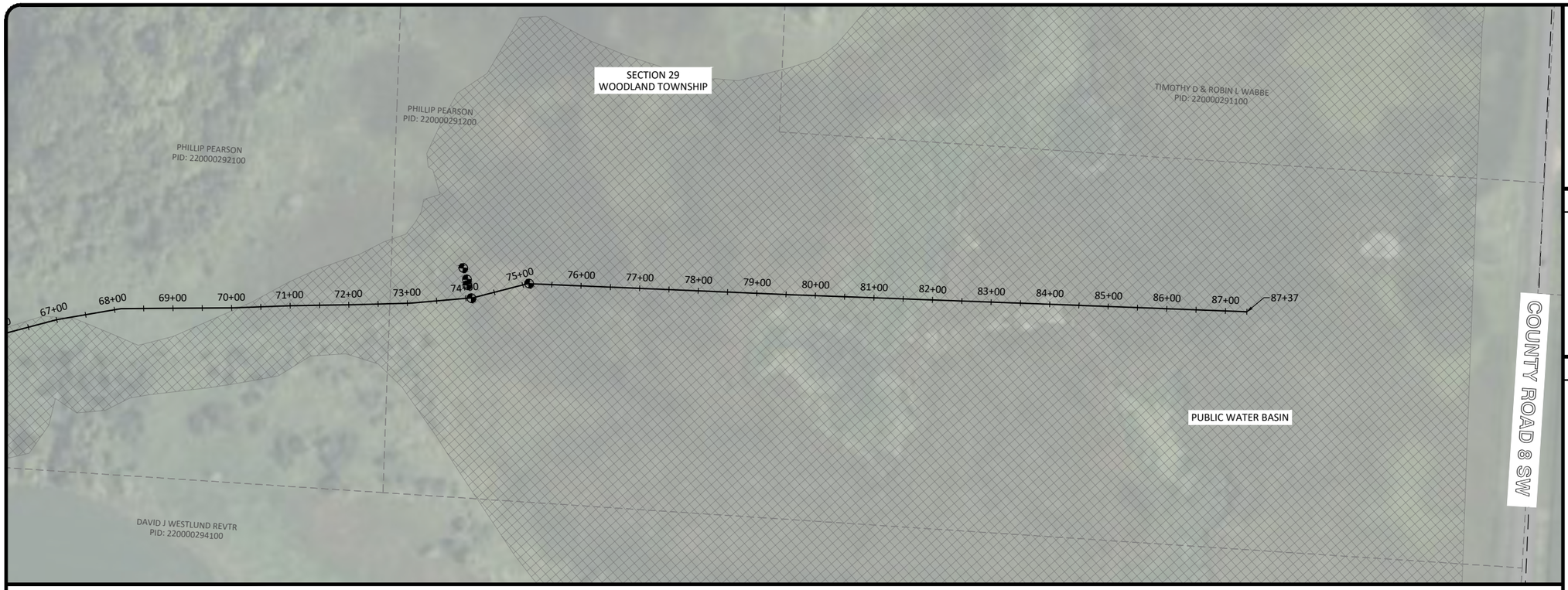
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WRIGHT COUNTY
WOODLAND TOWNSHIP SECTIONS 19, 20, 29, & 30

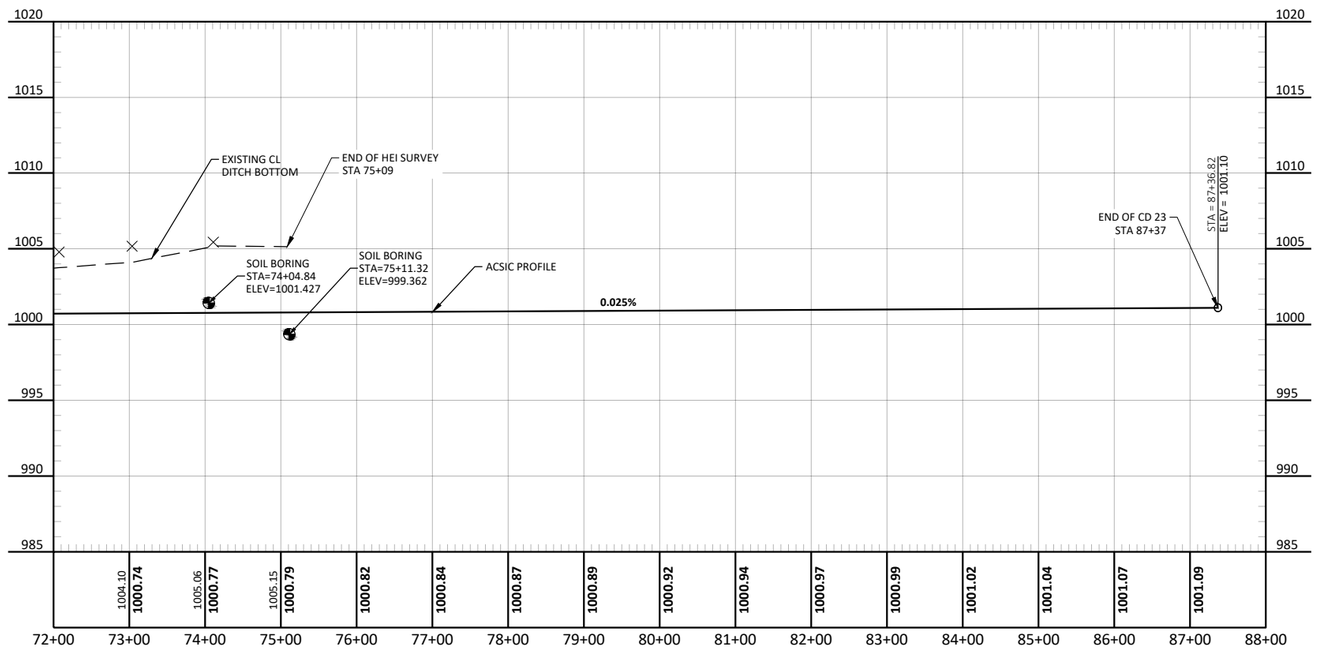
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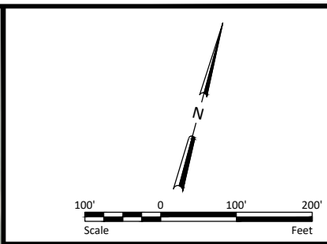
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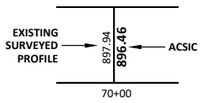
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LEGEND FOR PROFILE ELEVATIONS



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WRIGHT COUNTY DITCH 23
WRIGHT COUNTY
WOODLAND TOWNSHIP SECTIONS 19, 20, 29, & 30

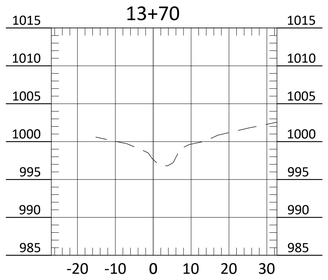
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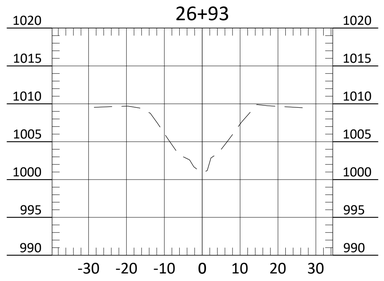
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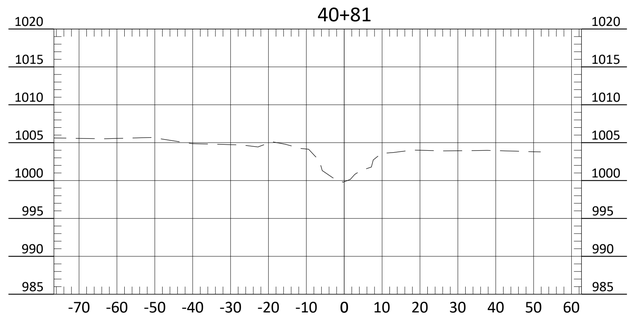
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HOUSTON engineering, inc.

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WRIGHT COUNTY DITCH 23
WRIGHT COUNTY
WOODLAND TOWNSHIP SECTIONS 19, 20, 29, & 30

CROSS SECTION

PROJECT NO. 7103-0039

SHEET 5

HEI NO. 7103-0039

RESOLUTION #26-32
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-32

WRIGHT COUNTY BOARD OF COMMISSIONERS
DRAINAGE AUTHORITY FOR WRIGHT COUNTY DITCH 23

FINDINGS AND ORDER CORRECTING DRAINAGE SYSTEM RECORDS
FOR WRIGHT COUNTY DITCH 23 (103E.101, subd. 4a)

Commissioner Schoen offered the following Resolution and moved its adoption, seconded by Commissioner Moynagh

1. The Wright County Board of Commissioners is the Drainage Authority for Wright County Ditch 23.

2. The Board has reviewed a historical and technical analysis for the drainage system which is contained in the *County Ditch 23 Reestablishment of Records* report dated December 22nd, 2025. Said analysis is incorporated by reference into this Resolution.

3. Inspection of the drainage system and the drainage system record a lack of written documentation

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK	☐	☐	☐	☐
VETSCH	☐	☐	☐	☐
HOLLAND	☐	☐	☐	☐
SCHOEN	☐	☐	☐	☐
MOYNAGH	☐	☐	☐	☐

STATE OF MINNESOTA)
ss.
County of Wright)

I, Select Signer, duly appointed and qualified of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on Tuesday, March 24, 2026, now on file in my office, and have found the same to be a true and correct copy thereof.

IN TESTIMONY WHEREOF, I have hereunto signed my name and caused the seal of the County of Wright to be affixed.

Greg Kryzer, County Administrator

RESOLUTION #26-32

BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-32

describing elevations and grades throughout the system.

4. As part of the engineer's analysis of the drainage system, the engineer has identified the existing functional alignment, dimension and grade of the drainage system as it provides beneficial public drainage. This functional alignment, dimension, and grade match the basic functional efficiency of the system as designed and established to provide beneficial public drainage.

5. The engineer has also identified the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; and right-of-way of the drainage system in its as constructed and subsequently improved state.

6. The engineer's study includes an evaluation of existing records and evidence, including, but not limited to, applicable aerial photographs, soil borings or test pits, culvert dimensions and invert elevations, field investigation, excavations, and bridge design records.

7. In order to properly manage the drainage system in a way that recognizes its intended, beneficial, public function, the Board initiated proceedings to identify the extent of its jurisdiction over the system as currently existing and providing beneficial public drainage.

8. The Drainage Authority review a repair request on County Ditch #23 at the board meeting on February 4th, 2025. A motion was made to direct staff to get engineering quotes for the Reestablishment of Records on County Ditch #23 prior to addressing the repair request. Motion passed 5-0.

9. On March 4th, 2025, staff brought the lowest responsible quote for the reestablishment of records submitted by Houston Engineering Inc. to the drainage authority for approval. A motion approving the low bid and appointing Joe Lewis, PE from Houston Engineering accepting their proposal dated February 19th, 2025 for $19,800.

10. Houston Engineering provided staff with their final engineer's report titled *County Ditch 23 Reestablishment of Records* dated December 22nd, 2025.

11. The drainage authority set a time and location on the public hearing on January 20th, 2026. The public hearing on the report was scheduled for March 10th, 2026, at 2:00PM in the County Board Room at the

RESOLUTION #26-32

BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

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Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-32

Wright County Government Center: 3650 Braddock Ave NE, Suite 1201, Buffalo MN 55313

12. The intent of the proceedings was to reconcile the historical record of the drainage system with the functional alignment, dimension and grade of the system to describe the equivalent of the As-Constructed and Subsequently Improved Condition.

13. Future work on the drainage system will utilize the As-Constructed and Subsequently Improved Condition, established in these proceedings, as a baseline for determining repair or improvement of the system.

14. The Board noticed and held a public hearing on the correction of the drainage system record on March 10th, 2025, in the Commissioner's Boardroom of the Wright County Courthouse in Buffalo, Minnesota. Evidence of all notices is on file in the County Auditor-Treasurer's office.

15. During the public hearing portion of the proceedings, the Drainage Authority reviewed a comment letter submitted by the Minnesota Department of Natural Resources or (DNR) dated March 27th, 2026. This date was an error and was sent to staff via email on February 27th, 2026 by Area Hydrologist James Bedell.

16. One member of the public, Andrew Thorson from 5754 Co. Rd. 30 in Waverly, MN appeared and provided comments. Question about benefits on County Ditch #23 and the outlet of this system at Ruckles Lake were brought up and addressed by the engineer.

17. After the closure of the public hearing, Commissioner Schoen moved to direct staff to prepare findings and an order consistent with the proceedings. Commissioner Moynagh seconded and the motion passed by a vote of 3 yes and 0 no.

18. The proposed functional alignment and grade of Wright County Ditch 23, as described in the engineer's Technical Memorandum, reflects the level of performance similar in nature to the as-constructed, subsequently improved condition of the drainage system considering the function required by the change in

RESOLUTION #26-32

BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

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Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-32

land use to reestablish the historic drainage function to benefited lands.

19. Correction of the drainage system record to adopt the proposed functional alignment and grade of drainage systems, as described in the engineer's review memorandum, will provide for the efficient administration of the drainage system and is in the best interest of properties and owners of properties affected by the drainage system.

20. Adopting the proposed functional alignment and grade of the drainage systems, as described in the engineer's *County Ditch 23 Reestablishment of Records*, will reconcile the historical record of the drainage systems with the functional alignment, dimension and grade of the system as it has historically provided public benefit.

Therefore, the Wright County Board of Commissioners makes the following:

ORDER

A. The Board hereby corrects the drainage system record for Wright County Ditch 23 to reflect the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions and elevations; and right-of-way of the drainage systems as detailed in the Engineer's *County Ditch 23 Reestablishment of Records* Report dated December 22, 2026 (**Exhibit A**).

B. The Board further directs filing and recording of documents necessary to reflect the reestablishment and correction of the public drainage system records established herein.

The question was on the adoption of the Resolution and, the motion passed and the findings and order were adopted by a vote of __ yes and __ no.

Dated this 7th day of April, 2026

WRIGHT COUNTY BOARD OF COMMISSIONERS, SEATED AS DRAINAGE AUTHORITY FOR WRIGHT COUNTY DITCH 23

By _____
Chairman, Board of Commissioners

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Matt Detjen

Requestor Title
Agricultural & Drainage Supervisor

Department (please use dropdown to select department) *
PARKS & RECREATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
BTP5489

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve up to $60,000 from the Ag & Drainage Grant Assistance Fund for the Wright County Ditch 34 Project, Recommendation from the March 17, 2026, Ditch Committee

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve up to $60,000 from the Ag & Drainage Grant Assistance Fund for the Wright County Ditch 34 Project, Recommendation from the March 17, 2026, Ditch Committee

Value Stream the request primarily aligns with:
Empower Use of Land, Property, and the Environment

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (2)

Document Name	Attachment Type
CD 34 Memo_Grant Assistance Fund_2026.pdf	Attachment
03-17-2026 Ditch Committee MINUTES.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

WRIGHT COUNTY
MINNESOTA

AGRICULTURE & DRAINAGE

Wright County Ditch 34 Ag & Drainage Grant Assistance Fund Request
Date: 3/4/2026

Background:

Wright County Ditch 34 is in Delano and Franklin Township and was established on May 20th, 1913. Through the *Water Quality Grant* Program, the City of Delano received funds for repairs and Best Management Practices (BMPs) for this system. Separate from this program, on December 10th, 2024, the County Board discussed and recommended funding for the *Ag & Drainage Grant Assistance Fund*. This fund was to go towards eligible BMP projects and ones that would help reduce the cost burden to benefitted landowners, who typically pay the cost match for grants. This fund was approved at the board meeting on December 17th, 2024.

Request:

Staff is looking to utilize **$45,000** from the *Ag & Drainage Grant Assistance Fund* for the work taking place on County Ditch #34. The work approved in the contract includes installing non-perforated tile through two existing wetlands along the system. This includes section from STA 24+25 to STA 30+10 and STA 39+30 to 49+50. The existing tile has large joints that allow water to enter the tile, causing continuous drainage of the wetlands. By placing non-perforated tile through these areas, this degraded wetland will return to a condition that existed prior to the modification from the ditch installation. This project thus meets the criteria of the USDAs Conservation Practice Standard Code 659 for Wetland Enhancement, an extremely effective BMP. This request is to grant the City of Delano $45,000 for cost share for these effort of installing BMPs along the County Ditch #34 system.

WRIGHT COUNTY
MINNESOTA

AGRICULTURE & DRAINAGE



Figure 1: Image of the existing CD 34 tile taken in 2020. The tile has large and uncovered gaps that allow water, but also sediment, to enter the ditch. This product is considered a perforated tile as it allows continuous drainage to the area.

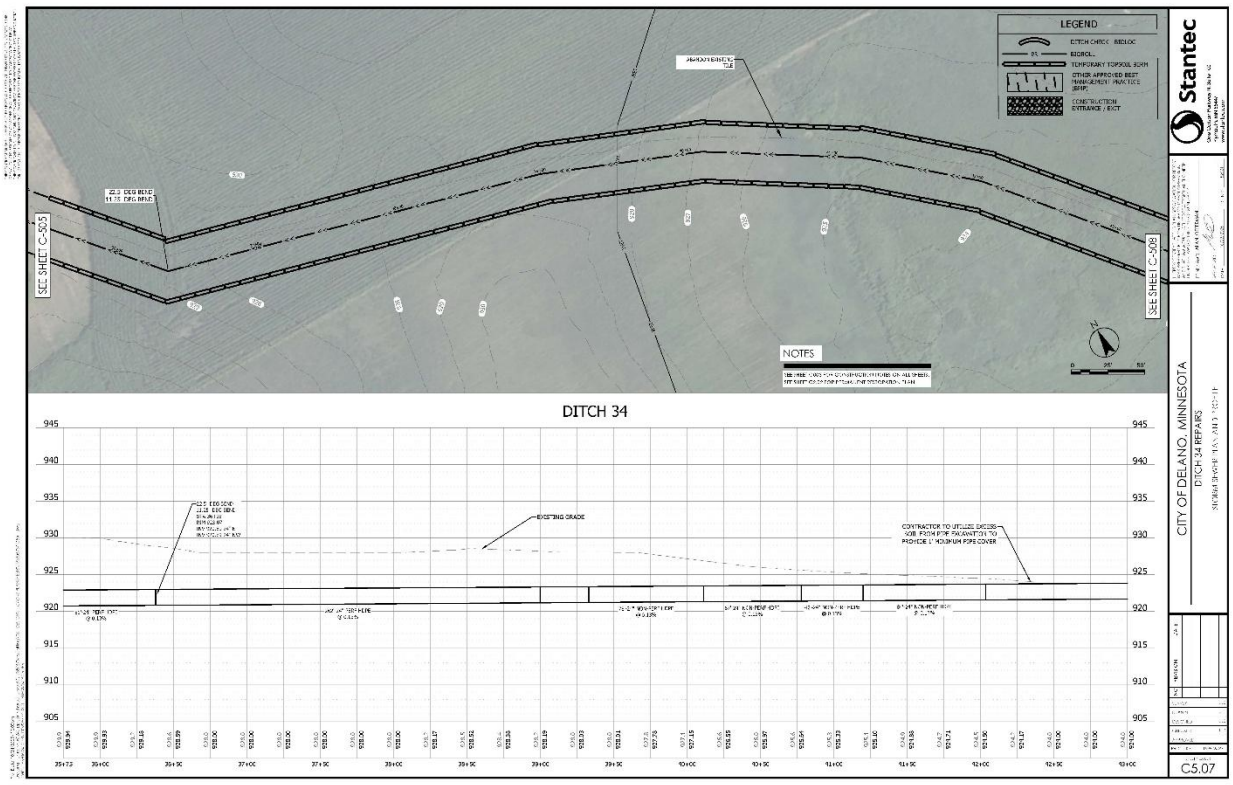


Figure 2: Page from the plan set showing areas of non-perforated tile through wetlands.

United States Department of Agriculture

659-CPS-1

Natural Resources Conservation Service

CONSERVATION PRACTICE STANDARD

WETLAND ENHANCEMENT

CODE 659

(ac)

DEFINITION

The augmentation of wetland functions beyond the original natural conditions on a former, degraded, or naturally functioning wetland site; sometimes at the expense of other functions.

PURPOSE

This practice is used to accomplish the following purposes:

- To enhance hydric soil functions (changing soil hydrodynamic and/or bio-geochemical properties).
- To enhance wetland hydrology (dominant water source, hydroperiod, and hydrodynamics).
- To enhance vegetation (including the removal of undesired species, and/or seeding or planting of desired species).
- To enhance plant and animal habitats.

CONDITIONS WHERE PRACTICE APPLIES

This practice applies to any degraded or non-degraded wetland sites with hydric soils, where the objective is to enhance selected wetland functions to conditions different than those that originally existed on the site.

This practice does not apply to:

- The treatment of point and non-point sources of water pollution (NRCS Conservation Practice Standard (CPS) Constructed Wetland (Code 656));
- The rehabilitation of a degraded wetland or the reestablishment of a former wetland so that soils, hydrology, vegetative community, and habitat are a close approximation of the original natural condition and boundary that existed prior to the modification (NRCS CPS Wetland Restoration (Code 657)).
- The creation of a wetland on a site location that was historically non-wetland. (NRCS CPS Wetland Creation (Code 658)).
- The management of fish and wildlife habitat on wetlands enhanced under this standard.

CRITERIA

General Criteria Applicable to All Purposes

The purpose, goals, and objectives of the enhancement shall be clearly defined in the enhancement plan, including soils, hydrology, vegetation, and fish and wildlife habitat criteria that are to be met and are appropriate for the site and the project objectives.

The planning process will evaluate the impact of this practice on existing non-degraded wetland functions and/or values. The relative increase or decrease in functions will be assessed with the use of a functional

assessment procedure or state approved equivalent. The functions to be increased or decreased on wetlands found to be currently functioning at or near a “reference” condition will be documented.

The soils, hydrology, and vegetative conditions existing on the site, the adjacent landscape, and the contributing watershed shall be documented in the planning process.

The nutrient and pesticide tolerance of the plant and animal species likely to occur shall be evaluated where known nutrient and pesticide contamination exists. Sites suspected of containing hazardous material shall be tested to identify appropriate remedial measures. If remedial measures are not possible or practicable, the practice shall not be planned.

The availability of sufficient water rights should be reviewed prior to enhancement.

Upon completion, the site shall meet the appropriate wetland criteria and provide wetland functions as defined in the project’s objectives.

Invasive species, federal/state listed noxious plant species, and nuisance species (e.g., those whose presence or overpopulation jeopardize the practice) shall be controlled on the site as necessary to enhance wetland functions. The establishment and/or use of non-native plant species shall be discouraged.

Additional Criteria for Hydric Soil Enhancement

Enhancement sites will be located on soils that are hydric.

Changes to soil hydrodynamic and bio-geochemical properties such as permeability, porosity, pH, or soil organic carbon levels shall be made as needed to meet the planned objectives.

Additional Criteria for Hydrology Enhancement

The hydroperiod, hydrodynamics, and dominant water source of the enhanced site shall meet the project objectives. The enhancement plan shall document the adequacy of available water sources based on groundwater investigation, stream gage data, water budgeting, or other appropriate means.

The work associated with the wetland shall not adversely affect adjacent properties or other water users unless agreed to by signed written letter, easement or permit.

Timing and level setting of water control structures required for the establishment and maintenance of vegetation, soil, and wildlife and fish habitat functions shall be determined.

Other structural practices, macrotopography and/or microtopography may be used to meet the planned objectives.

Macrotopographic features, including ditch plugs installed in lieu of re-filling surface drainage ditches, shall meet the requirements of other practice standards to which they may apply due to purpose, size, water storage capacity, hazard class, or other parameters. If no other practice standard applies, they shall meet the requirements for NRCS CPS Dike (Code 356) unless there is no potential for damage to the feature or other areas on or off site due to erosion, breaching, or overtopping.

Water control structures that may impede the movement of target aquatic species or species of concern shall meet the criteria in NRCS CPS Fish Passage (Code 396).

Additional Criteria for Vegetative Enhancement

Hydrophytic vegetation restoration shall be of species typical for the wetland type(s) being established and the varying hydrologic regimes and soil types within the wetland. Preference shall be given to native wetland plants with localized genetic material.

Where natural colonization of acceptable species can realistically be expected to occur within 5 years, sites may be left to re-vegetate naturally. If not, the appropriate species will be established by seeding or planting.

Adequate substrate material and site preparation necessary for proper establishment of the selected plant species shall be included in the plan.

Where planting and/or seeding is necessary, the minimum number of native species to be established shall be based on a reference wetland unless the objectives require a different plant community.

- If the targeted hydrophytic vegetation is predominantly herbaceous, species diversity will be maximized as appropriate to meet the targeted functions. Seeding rates shall be based upon the percentage of pure live seed and labeled with a current seed tag from a registered seed laboratory identifying the germination rate, purity analysis, and other seed statistics.
- Where the dominant vegetation will be forest or woodland community types, vegetation establishment will include a mix of woody species (trees and/or shrubs) adequate to establish the reference wetland community.

CONSIDERATIONS

Soil Considerations

Consider making changes to physical soil properties, including:

- Increasing or decreasing saturated hydraulic conductivity by mechanical compaction or tillage, as appropriate
- Incorporating soil amendments.
- The effect of construction equipment on soil density, infiltration, and structure.

Consider changes in soil bio-geochemical properties, including:

- Increasing soil organic carbon by incorporating compost.
- Increasing or decreasing soil pH with lime, gypsum, or other compounds.

Hydrology Considerations

Consider the general hydrologic effects of the enhancement, including:

- Impacts on downstream stream hydrographs, volumes of surface runoff, and groundwater resources due to changes of water use and movement created by the enhancement.

Consider the impacts of water level management, including:

- Increased predation due to concentrating aquatic organisms, including herptivores, in small pool areas during draw downs.
- Increased predation of amphibians due to high water levels that can sustain predator fish.
- Decreased ability of aquatic organisms to move within the wetland and from the wetland area to adjacent habitats, including fish and amphibians, as water levels are decreased.
- Increases in water temperature on-site, and in off-site receiving waters.
- Changes in the quantity and direction of movement of subsurface flows due to increases or decreases in water depth.
- The effect changes in anaerobic conditions have on soil bio-geochemical properties; including oxidation/reduction, and maintenance of organic soils.
- The potential for water control structures, dikes, and macrotopographic features to negatively impact the movement of non-target aquatic organisms.

Vegetation Considerations

Consider:

- The relative effects of planting density on fish and wildlife habitat versus production rates in woody plantings.
- The potential for vegetative buffers to increase function by trapping sediment, cycling nutrients, and removing pesticides.
- The selection of vegetation for the protection of structural measures that is appropriate for wetland function.
- The potential for invasive or noxious plant species to establish on bare soils after construction and before the planned plant community is established.
- The use of prescribed burning to maintain wetland and adjacent upland plant communities.

Fish and Wildlife Habitat Considerations

Consider:

- The addition of coarse woody debris to provide an initial carbon source and fish and wildlife cover.
- The potential to restore habitat capable of supporting fish and wildlife with the ability to control disease vectors such as mosquitoes.
- The potential to establish fish and wildlife corridors linking the site to adjacent landscapes, streams, and water bodies and to increase the sites colonization by native flora.
- The need to provide barriers to passage for unwanted or predatory fish and wildlife species.

PLANS AND SPECIFICATIONS

Plans and specifications for this practice shall be prepared for each site. Plans and specifications shall be recorded using approved specifications sheets, job sheets, or other documentation. The plans and specifications for structural features will include, at a minimum, a plan view, quantities, and sufficient profiles and cross-sections to define the location, line, and grade for stakeout and checkout. Plans and specifications shall be reviewed and approved by staff with appropriate job approval authority.

OPERATION AND MAINTENANCE

A separate operation and maintenance plan will be prepared for sites that have structural features. The plan will include specific actions for the normal and repetitive operation of installed structural items, especially water control structures, if included in the project. The plan will also include the actions necessary to assure that constructed items are maintained for the life of the project. It will include the inspection schedule, a list of items to inspect, a checklist of potential damages to look for, recommended repairs, and procedures for documentation.

Management and monitoring activities needed to ensure the continued success of the wetland enhancement objectives may be included in the above plan, or in a separate management and monitoring plan. In addition to the monitoring schedule, this plan may include the following:

- The timing and methods for the use of fertilizers, pesticides, prescribed burning, or mechanical treatments.
- Circumstances when the use of biological control of undesirable plant species and pests (e.g. using predator or parasitic species) is appropriate, and the approved methods.
- Actions which specifically address any expected problems from invasive or noxious species
- The circumstances which require the removal of accumulated sediment.
- Conditions which indicate the need to use haying or grazing as a management tool, including timing and methods.

REFERENCES

Executive Order 13112, Invasive Species, February 3, 1999. Federal Register: Vol.64, No.25. Feb. 8, 1999. http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=1999_register&docid= 99-3184-filed.pdf

Galatowitsch, Susan, et al, 1994. Restoring Prairie Wetlands: an ecological approach. Iowa State University Press, Ames, IA. 246 pp.

Hall, C.D. and F.J. Cuthbert. 2000. Impact of a controlled wetland drawdown on Blanding's Turtles in Minnesota. Chelonian Conservation Biology. Vol. 3, No. 4, pp. 643-649Hurt, G.W.and V.W. Carlisle, 2001.

Delineating Hydric Soils, in Wetland Soils – Genesis, Hydrology, Landscapes and Classification. Edited by J.L. Richardson and M.J Vepraskas. CRC Press, Boca Raton, FL pp. 183 – 206.

Kingsbury, Bruce & Joanne Gibson, 2002. Habitat Management Guidelines for Amphibians and Reptiles of the Midwest. Partners in Amphibian & Reptile Conservation, Ft Wayne IN, 57 pp.

M.J. Vepraskas ands S. W. Sprecher editors, 1997. Aquic Conditions and Hydric Soils: The Problem Soils. Soil Science Society of America Special Publication Number 50. SSSA, Inc. Madison, WI.

Maschhoff, Justin T & James H. Dooley, 2001. Functional Requirements and Design Parameters for Restocking Coarse Woody Features in Restored Wetlands, ASAE Meeting Presentation, Paper No: 012059.

USDA, NRCS, 2003. ECS 190-15 Wetland Restoration, Enhancement, Management & Monitoring. 425 pp.

ftp://ftp-fc.sc.egov.usda.gov/WLI/wre&m.pdf

USDA, NRCS. 2002. Field Indicators of Hydric Soils in the U.S., Version 6.0. G.W. Hurt, P.M. Whited and R.F. Pringle (eds.). USDA, NRCS in cooperation with the National Technical Committee for Hydric Soils, Fort Worth, TX.

ftp://ftp-fc.sc.egov.usda.gov/NSSC/Hydric_Soils/FieldI ndicators_v6_0.pdf

USDA, NRCS. Wetland Restoration, Enhancement, or Creation, Engineering Field Handbook Chapter 13, Part 650. 121 pp. ftp://ftp-fc.sc.egov.usda.gov/WLI/wre&m.pdf

USDA-NRCS. 2000. Indiana Biology Technical Note 1.

USDA-NRCS. Hydric Soil Technical Note 13, Deliberations of the National Technical Committee for Hydric Soils (NTCHS).

ftp://ftp-fc.sc.egov.usda.gov/NSSC/Hydric_Soils/note1 3.pdf

MINUTES

DITCH COMMITTEE

10:00 A.M. on March 17, 2026

Government Center Room 1211

Date Approved: DRAFT

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert Moynagh III	District 5

Members Present: Kirby Moynagh, Nadine Schoen

Others Present: Matt Detjen, Marc Mattice, Jared Otto

I. WRIGHT COUNTY DITCH 34 AG & DRAINAGE GRANT ASSISTANCE FUND REQUEST

At 10:23 a.m. the meeting began with Agricultural & Drainage Supervisor Matt Detjen reviewing the purpose of the Ag & Drainage Grant Assistant fund and summarized the Wright County Ditch 34 project and funding request.

The committee discussed project overruns, challenges, grant criteria, and options for distributing funds. Consensus was to recommend board approval of up to $60,000 from the Ag & Drainage Grant Assistance Fund, with funds to be disbursed after project completion.

At 10:46 a.m. the meeting adjourned.

RECOMMENDATION: Approve up to $60,000 from the Ag & Drainage Grant Assistance Fund for the Wright County Ditch 34 project, with disbursement upon project completion, and submission of the final pay request.

Minutes submitted by Administrative Specialist Kelly Kosloski.

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Barry Rhineberger

Requestor Title
Planning & Zoning Administrator

Department (please use dropdown to select department) *
PLANNING & ZONING

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
5

Originator
STD2320

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Adoption of Ordinance 26-1 Amending the Wright County Code of Ordinances Chapter 155.056(C)(2) Floodplain Overlay District Including Incorporation of Maps by Reference

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Adoption of Ordinance 26-1 Amending the Wright County Code of Ordinances Chapter 155.056(C)(2) Floodplain Overlay District Including Incorporation of Maps by Reference

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Amends the zoning ordinance in accord with DNR requirements.

Describe the impact on staffing resources.
None

Fiscal Impact:
None

Background/Justification:
This amendment is the result of a Letter of Map Revision (LOMA-R) that was required due to an error in the flood plain maps that were adopted in 2024. This amendment is mandatory for the County to remain in the Nation Flood Insurance Rate program. The amendment recognizes the LOMA-R that was completed, published, and set to become effective on April 20th.

Route for Review and Approval

- [ ] Finance Review
- [x] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (3)

Document Name	Attachment Type
0326 Final Staff Report.pdf	Attachment
0326 minutes.pdf	Attachment
26-1 Floodplain - Revised.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

Legal Review

Legal Decision
Approved

Notes
Reviewed & approved by Brian Wold per Bryan Palmer

County Administrator Review

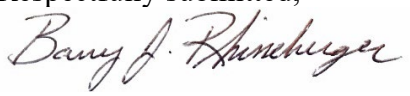
County Administrator Decision

Notes

4. **AMEND CHAPTER 155.056(C)(2)** (Floodplain) - NEW

Summary and Action: This amendment is the result of a Letter of Map Revision (LOMA-R) that was required due to an error in the flood plain maps that were adopted in 2024. This amendment is mandatory for the County to remain in the Nation Flood Insurance Rate program. The amendment recognizes the LOMA-R that was completed, published, and set to become effective on April 20th. Due to the nature of this amendment, staff would recommend a motion **to close the public hearing to all oral and written comment and recommend approval of Ordinance 26-1 to the Wright County Board of Commissioners.**

Respectfully submitted,



Barry Rhineberger
Planning & Zoning Administrator
BR:sd
cc: Planning Commission, Twp. Clerks

4. **AMEND CHAPTER 155.056(C)(2)** (Floodplain) - New

   A. Deckert noted that this amendment is the result of a Letter of Map Revision (LOMA-R) that was required due to a mistake when FEMA updated the flood plain maps in 2024. This amendment is to fix that error and is mandatory for the County to remain in the Nation Flood Insurance Rate program. The amendment recognizes the LOMA-R map change as well as fully lists out the map panels in the ordinance, which is required by the MN DNR.

   B. Wilson moved to close the public hearing to all oral and written comment and recommend approval of Ordinance 26-1 to the Wright County Board of Commissioners. Motion seconded by Holland.

VOTE: CARRIED UNANIMOUSLY

Meeting adjourned at 7:05 p.m.

Respectfully submitted,



Scott Deckert
Planning & Zoning Assistant Administrator
SD:sld
cc: Planning Commission, Twp. Clerks

ORDINANCE AMENDMENT NUMBER 26-1

THE COUNTY BOARD OF WRIGHT COUNTY HEREBY ORDAINS:

Article I – Amendment to Chapter 155 – Zoning

Sec. 1

Amend § 155.056(C)(2) as follows:

(2) *Incorporation of maps by reference.* The following maps together with all attached material are hereby adopted by reference and declared to be a part of the official zoning map and this section. The attached material includes the Flood Insurance Study for Wright County, Minnesota, and Incorporated Areas, and Flood Insurance Rate Map Index panels 27171C0015D, 27171C0016D, 27171C0018D, 27171C0019D, 27171C0040D, 27171C0045D, 27171C0070D, 27171C0080D, 27171C0085D, 27171C0090D, 27171C0095D, 27171C0105D, 27171C0135D, 27171C0155D, 27171C0165D, 27171C0170D, 27171C0190D, 27171C0245D, 27171C0275D, 27171C0285D, 27171C0300D, 27171C0305D, 27171C0310D, 27171C0315D, 27171C0316D, 27171C0317D, 27171C0318D, 27171C0319D, 27171C0328D, 27171C0329D, 27171C0335D, 27171C0336D, 27171C0340D, 27171C0345D, 27171C0355D, 27171C0365D, 27171C0370D, 27171C0425D, 27171C0430D, 27171C0435D, 27171C0450D, 27171C0455D, 27171C0460D, 27171C0480D, 27171C0485D, 27171C0495D, 27171C0505D, 27171C0510D, 27171C0515D, 27171C0516D, 27171C0517D, 27171C0518D, 27171C0519D, 27171C0530D, 27171C0600D, 27171C0655D, 27171C0660D ~~27171CIND1A and 27171CIND2A~~, all dated June 20, 2024, and as revised by the Letter of Map Revision, Case No. 25-05-2133P, with an effective date of April 20, 2026, including all attached maps, tables, and flood profiles. All materials prepared by the Federal Emergency Management Agency. These materials are on file in the Wright County Office of Planning and Zoning.

Effective Date:

These ordinance amendments shall be effective April 20, 2026.

_____
Darek Vetsch
Chair, Wright County Board of Commissioners

ATTEST:

_____
Greg Kryzer
Wright County Administrator

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
CHAD HAUSMANN

Requestor Title
HIGHWAY ENGINEER

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
3 MIN

Originator
LLG7383

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Adopt Resolution 26-28, Approving the preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 19 and 30th Street NE, SAP 086-70-027

Short Title (what will appear on Agenda outline - 250 character max.) *
Adopt Resolution 26-28, Approving the preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 19 and 30th Street NE, SAP 086-70-027

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.
Allows the acquisition of right-of-way for a county road.

Describe the impact on staffing resources.
NA

Fiscal Impact:
NA

Background/Justification:
CSAH 19, at its intersection with 30 Street NE, is scheduled for reconstruction during the 2027 season. Preparation of the R/W Plat will allow for acquisition of the right-of-way and recording of the easements.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
26-28 CSAH-19 SAP 086-70-027 - FLAT.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

RESOLUTION #26-28
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-28

CSAH 19 and 30th Street NE Right-of-Way Plat
SAP 086-070-027

BE IT RESOLVED that the request by the Wright County Highway Engineer to have the survey work conducted and performed and a plat prepared for right-of-way acquisition at the intersection of Wright County State Aid Highway 19 and 30th Street NE, located in the City of St. Michael, in Sections 13, 14, 23 & 24; T120N; R24W, Wright County, be hereby authorized.

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK	☐	☐	☐	☐
VETSCH	☐	☐	☐	☐
HOLLAND	☐	☐	☐	☐
SCHOEN	☐	☐	☐	☐
MOYNAGH	☐	☐	☐	☐

STATE OF MINNESOTA)
ss.
County of Wright)

I, Select Signer, duly appointed and qualified of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on Monday, March 30, 2026, now on file in my office, and have found the same to be a true and correct copy thereof.

IN TESTIMONY WHEREOF, I have hereunto signed my name and caused the seal of the County of Wright to be affixed.

Greg Kryzer, County Administrator

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
CHAD HAUSMANN

Requestor Title
HIGHWAY ENGINEER

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
3 MIN

Originator
LLG7383

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Adopt Resolution 26-29, Approving the Preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 37, CP 086-037-211

Short Title (what will appear on Agenda outline - 250 character max.) *
Adopt Resolution 26-29, Approving the Preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 37, CP 086-037-211

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
Allows the acquisition of right-of-way for a county road.

Describe the impact on staffing resources.
NA

Fiscal Impact:
NA

Background/Justification:
CSAH 37, from TH 25 to CR 118, is scheduled for reconstruction during the 2027 season. Preparation of the R/W Plat will allow for acquisition of the right-of-way and recording of the easements.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
4RESOLUTION CSAH 37 Right of Way PlatTH 25 to CR 118.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

RESOLUTION #26-29
BOARD OF ~~W~~RIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-29

CSAH 37, from TH 25 to CR 118, Right-of-Way Plat
CP 086-037-211

BE IT RESOLVED that the request by the Wright County Highway Engineer to have the required survey work conducted and performed and a plat prepared for right-of-way acquisition on Wright County State Aid Highway 37, from TH 25 to CR 118, located in Monticello Township, in Sections 25, 26, 27, 28, 33, 34, 35 & 36; T121N; R25W, Wright County, be hereby authorized.

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK	☐	☐	☐	☐
VETSCH	☐	☐	☐	☐
HOLLAND	☐	☐	☐	☐
SCHOEN	☐	☐	☐	☐
MOYNAGH	☐	☐	☐	☐

STATE OF MINNESOTA)
ss.
County of Wright)

I, Select Signer, duly appointed and qualified of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on Monday, March 30, 2026, now on file in my office, and have found the same to be a true and correct copy thereof.

IN TESTIMONY WHEREOF, I have hereunto signed my name and caused the seal of the County of Wright to be affixed.

Greg Kryzer, County Administrator

Version 2

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
CHAD HAUSMANN

Requestor Title
HIGHWAY ENGINEER

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
3 MIN

Originator
LLG7383

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Adopt Resolution 26-30, Approving Preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 37, CP 086-037-262

Short Title (what will appear on Agenda outline - 250 character max.) *
Adopt Resolution 26-30, Approving Preparation of a Highway Right of Way Plat by the County Surveyor for CSAH 37, CP 086-037-262

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
Allows the acquisition of right-of-way for a county road.

Describe the impact on staffing resources.
NA

Fiscal Impact:
NA

Background/Justification:
CSAH 37, from CR 118 to CSAH 18 is scheduled for reconstruction during the 2028 season. Preparation of the R/W Plat will allow for acquisition of the right-of-way and recording of the easements.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
29-30 CSAH 37 CP 086-037-262 - FLAT.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

RESOLUTION #26-30
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-30

CSAH 37, from TH 25 to CR 118, Right-of-Way Plat
CP 086-037-262

BE IT RESOLVED that the request by the Wright County Highway Engineer to have the required survey work conducted and performed and a plat prepared for right-of-way acquisition on Wright County State Aid Highway 37, from CR 118 to CSAH 18, located in Monticello Township, in Sections 29, 30, 31, 32 & 33; T121N; R24W, Wright County, be hereby authorized.

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK	☐	☐	☐	☐
VETSCH	☐	☐	☐	☐
HOLLAND	☐	☐	☐	☐
SCHOEN	☐	☐	☐	☐
MOYNAGH	☐	☐	☐	☐

STATE OF MINNESOTA)
ss.
County of Wright)

I, Select Signer, duly appointed and qualified of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on Monday, March 30, 2026, now on file in my office, and have found the same to be a true and correct copy thereof.

IN TESTIMONY WHEREOF, I have hereunto signed my name and caused the seal of the County of Wright to be affixed.

Greg Kryzer, County Administrator

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Chad Hausmann

Requestor Title
Highway Engineer

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
3

Originator
SCB7391

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Award Contract No. 26-08, CSAH 36 Federal reconstruction project (subject to authorization of award by the MnDOT Civil Rights Office).
SP 086-636-009/010

Short Title (what will appear on Agenda outline - 250 character max.) *
Award Contract No. 26-08, CSAH 36 Federal reconstruction project (subject to authorization of award by the MnDOT Civil Rights Office).
SP 086-636-009/010

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
The corridor reconstruction project will provide safety and capacity improvements to meet both current and future traffic volumes.

Describe the impact on staffing resources.
Engineering division staff is in charge of overseeing/performing construction staking, inspection, testing and contract administration tasks for this project.

Fiscal Impact:
$4,039,870.60 Federal Funds
$1,025,381.10 City of St. Michael
$4,098,712.07 LOST

Background/Justification:
Wright County received bids on Tuesday, March 31st and a copy of the bid summary is attached. Hwy staff recommends award of Contract No. 26-08 to New Look Contracting, in the amount of $9,163,251.70
Attached: Bid Summary, Verification that the federal and state list was checked for debarred contractors

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (3)

Document Name	Attachment Type
Bid Abstract Full 2608 CSAH 36 2026_03_31.pdf	Attachment
Federal Debarrment Check New Look SAM.gov.jpg	Attachment
MN Debarrment Check New Look MN.gov.jpg	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

Contract CSAH 36 Reconstruct: I-94 to TH 101 - Bid Abstract

Report Date	Bid Release	Bid Opening
3/31/2026	3/5/2026	3/31/2026

									New Look Contracting, Inc.			Eureka Construction, Inc.			Park Construction Company			C.S. McCrossan Construction, Inc.		
Line	**Number**	**Description**	**Unit**	**Quantity**	**Average Price**	**Average Total**	**Estimated Price**	**Estimated Total**	**Price**	**Total**	**% Over/Under**	**Price**	**Total**	**% Over/Under**	**Price**	**Total**	**% Over/Under**	**Price**	**Total**	**% Over/Under**
1	1507.601	UTILITY COORDINATION	LS	1	7387.54	7387.54	$15,000.00	$15,000.00	$7,500.00	$7,500.00	50.00% UNDER	$5,000.00	$5,000.00	66.67% UNDER	$4.10	$4.10	99.97% UNDER	$13,500.00	$13,500.00	10.00% UNDER
2	2021.501	MOBILIZATION	LS	1	482037.05	482037.05	$350,000.00	$350,000.00	$200,000.00	$200,000.00	42.86% UNDER	$990,000.00	$990,000.00	182.86% OVER	$651,800.00	$651,800.00	86.23% OVER	$340,000.00	$340,000.00	2.86% UNDER
3	2101.502	GRUBBING	EACH	83	175.88	14597.71	$250.00	$20,750.00	$177.00	$14,691.00	29.20% UNDER	$170.00	$14,110.00	32.00% UNDER	$206.00	$17,098.00	17.60% UNDER	$187.00	$15,521.00	25.20% UNDER
4	2101.505	GRUBBING	ACRE	1.5	3298.77	4948.15	$7,600.00	$11,400.00	$2,430.00	$3,645.00	68.03% UNDER	$2,300.00	$3,450.00	69.74% UNDER	$5,150.00	$7,725.00	32.24% UNDER	$2,560.00	$3,840.00	66.32% UNDER
5	2102.503	PAVEMENT MARKING REMOVAL	L F	33,529	0.81	27091.43	$0.80	$26,823.20	$1.00	$33,529.00	25.00% OVER	$0.70	$23,470.30	12.50% UNDER	$0.72	$24,140.88	10.00% UNDER	$0.78	$26,152.62	2.50% UNDER
6	2104.502	REMOVE CASTING	EACH	1	277.57	277.57	$300.00	$300.00	$250.00	$250.00	16.67% UNDER	$300.00	$300.00	0.00% UNDER	$251.00	$251.00	16.33% UNDER	$369.00	$369.00	23.00% OVER
7	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	17	487.44	8286.55	$600.00	$10,200.00	$500.00	$8,500.00	16.67% UNDER	$560.00	$9,520.00	6.67% UNDER	$574.00	$9,758.00	4.33% UNDER	$516.00	$8,772.00	14.00% UNDER
8	2104.502	REMOVE DELINEATOR / MARKER	EACH	3	27.99	83.98	$50.00	$150.00	$30.00	$90.00	40.00% UNDER	$25.00	$75.00	50.00% UNDER	$25.80	$77.40	48.40% UNDER	$27.90	$83.70	44.20% UNDER
9	2104.502	REMOVE SIGN	EACH	71	27.32	1940	$75.00	$5,325.00	$30.00	$2,130.00	60.00% UNDER	$25.00	$1,775.00	66.67% UNDER	$25.80	$1,831.80	65.60% UNDER	$27.90	$1,980.90	62.80% UNDER
10	2104.502	REMOVE LIGHT FOUNDATION	EACH	3	571.34	1714.01	$500.00	$1,500.00	$300.00	$900.00	40.00% UNDER	$560.00	$1,680.00	12.00% OVER	$699.00	$2,097.00	39.80% OVER	$657.00	$1,971.00	31.40% OVER
11	2104.502	REMOVE ENERGY ABSORBING TERMINAL	EACH	2	1010.3	2020.6	$600.00	$1,200.00	$1,000.00	$2,000.00	66.67% OVER	$950.00	$1,900.00	58.33% OVER	$979.00	$1,958.00	63.17% OVER	$1,040.00	$2,080.00	73.33% OVER
12	2104.502	SALVAGE LIGHTING UNIT	EACH	3	502.73	1508.2	$750.00	$2,250.00	$300.00	$900.00	60.00% UNDER	$380.00	$1,140.00	49.33% UNDER	$392.00	$1,176.00	47.73% UNDER	$660.00	$1,980.00	12.00% UNDER
13	2104.502	SALVAGE SERVICE CABINET	EACH	1	627.73	627.73	$1,000.00	$1,000.00	$300.00	$300.00	70.00% UNDER	$710.00	$710.00	29.00% UNDER	$742.00	$742.00	25.80% UNDER	$605.00	$605.00	39.50% UNDER
14	2104.502	SALVAGE MAIL BOX SUPPORT	EACH	11	126.57	1392.23	$91.00	$1,001.00	$150.00	$1,650.00	64.84% OVER	$140.00	$1,540.00	53.85% OVER	$139.00	$1,529.00	52.75% OVER	$148.00	$1,628.00	62.64% OVER
15	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	94	6.56	616.64	$4.75	$446.50	$10.00	$940.00	110.53% OVER	$5.30	$498.20	11.58% OVER	$5.40	$507.60	13.68% OVER	$3.85	$361.90	18.95% UNDER
16	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	771	2.37	1828.81	$2.50	$1,927.50	$3.00	$2,313.00	20.00% OVER	$1.90	$1,464.90	24.00% UNDER	$1.90	$1,464.90	24.00% UNDER	$2.15	$1,657.65	14.00% UNDER
17	2104.503	REMOVE PIPE CULVERTS	L F	1,314	15	19704.74	$17.00	$22,338.00	$10.00	$13,140.00	41.18% UNDER	$17.00	$22,338.00	0.00% UNDER	$16.70	$21,943.80	1.76% UNDER	$19.40	$25,491.60	14.12% OVER
18	2104.503	REMOVE SEWER PIPE (STORM)	L F	1,081	17.53	18947.77	$16.00	$17,296.00	$10.00	$10,810.00	37.50% UNDER	$20.50	$22,160.50	28.13% OVER	$19.70	$21,295.70	23.13% OVER	$19.40	$20,971.40	21.25% OVER
19	2104.503	REMOVE CURB & GUTTER	L F	4,659	3.47	16185.37	$4.00	$18,636.00	$3.50	$16,306.50	12.50% UNDER	$2.90	$13,511.10	27.50% UNDER	$3.55	$16,539.45	11.25% UNDER	$3.50	$16,306.50	12.50% UNDER
20	2104.503	REMOVE BITUMINOUS CURB	L F	660	5.24	3455.76	$2.50	$1,650.00	$1.00	$660.00	60.00% UNDER	$2.90	$1,914.00	16.00% OVER	$3.45	$2,277.00	38.00% OVER	$2.45	$1,617.00	2.00% UNDER
21	2104.503	REMOVE CHAIN LINK FENCE	L F	230	8.4	1932.92	$8.00	$1,840.00	$6.00	$1,380.00	25.00% UNDER	$5.60	$1,288.00	30.00% UNDER	$9.25	$2,127.50	15.63% OVER	$10.00	$2,300.00	25.00% OVER
22	2104.503	REMOVE GUARDRAIL	L F	660	10.1	6668.64	$6.50	$4,290.00	$10.00	$6,600.00	53.85% OVER	$9.50	$6,270.00	46.15% OVER	$9.80	$6,468.00	50.77% OVER	$10.40	$6,864.00	60.00% OVER
23	2104.503	REMOVE CATTLE PASS	L F	96	79.47	7629.12	$60.00	$5,760.00	$45.00	$4,320.00	25.00% UNDER	$120.00	$11,520.00	100.00% OVER	$104.00	$9,984.00	73.33% OVER	$55.80	$5,356.80	7.00% UNDER
24	2104.503	SALVAGE WOODEN FENCE	L F	1,690	15.83	26745.94	$25.00	$42,250.00	$5.00	$8,450.00	80.00% UNDER	$3.80	$6,422.00	84.80% UNDER	$13.40	$22,646.00	46.40% UNDER	$14.50	$24,505.00	42.00% UNDER
25	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	62	13.99	867.5	$13.50	$837.00	$9.00	$558.00	33.33% UNDER	$7.90	$489.80	41.48% UNDER	$23.20	$1,438.40	71.85% OVER	$13.70	$849.40	1.48% OVER
26	2104.504	REMOVE CONCRETE PAVEMENT	S Y	5,620	9.41	52884.2	$15.00	$84,300.00	$9.00	$50,580.00	40.00% UNDER	$6.80	$38,216.00	54.67% UNDER	$9.00	$50,580.00	40.00% UNDER	$8.00	$44,960.00	46.67% UNDER
27	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	692	8.49	5877.85	$7.10	$4,913.20	$5.50	$3,806.00	22.54% UNDER	$4.90	$3,390.80	30.99% UNDER	$12.20	$8,442.40	71.83% OVER	$14.30	$9,895.60	101.41% OVER
28	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	58,987	3.91	230521.2	$5.50	$324,428.50	$3.75	$221,201.25	31.82% UNDER	$5.70	$336,225.90	3.64% OVER	$1.25	$73,733.75	77.27% UNDER	$2.65	$156,315.55	51.82% UNDER
29	2104.518	REMOVE CONCRETE WALK	S F	11,315	1.04	11812.86	$1.40	$15,841.00	$0.75	$8,486.25	46.43% UNDER	$0.50	$5,657.50	64.29% UNDER	$1.20	$13,578.00	14.29% UNDER	$1.60	$18,104.00	14.29% OVER
30	2104.602	REMOVE SIGN SPECIAL	EACH	1	27.32	27.32	$100.00	$100.00	$30.00	$30.00	70.00% UNDER	$25.00	$25.00	75.00% UNDER	$25.80	$25.80	74.20% UNDER	$27.90	$27.90	72.10% UNDER
31	2104.602	SALVAGE SIGN SPECIAL	EACH	7	32.91	230.34	$100.00	$700.00	$30.00	$210.00	70.00% UNDER	$25.00	$175.00	75.00% UNDER	$25.80	$180.60	74.20% UNDER	$27.90	$195.30	72.10% UNDER
32	2104.602	SALVAGE SIGN PANEL SPECIAL	EACH	3	32.91	98.72	$100.00	$300.00	$30.00	$90.00	70.00% UNDER	$25.00	$75.00	75.00% UNDER	$25.80	$77.40	74.20% UNDER	$27.90	$83.70	72.10% UNDER
33	2106.507	EXCAVATION - COMMON (P)	C Y	62,396	13.44	838851.82	$12.00	$748,752.00	$11.50	$717,554.00	4.17% UNDER	$12.50	$779,950.00	4.17% OVER	$13.90	$867,304.40	15.83% OVER	$12.00	$748,752.00	0.00% UNDER
34	2106.507	EXCAVATION - SUBGRADE (P)	C Y	36,276	16.61	602471.81	$12.00	$435,312.00	$16.00	$580,416.00	33.33% OVER	$13.00	$471,588.00	8.33% OVER	$13.80	$500,608.80	15.00% OVER	$16.90	$613,064.40	40.83% OVER
35	2106.507	EXCAVATION - CHANNEL AND POND (P)	C Y	8,115	18.03	146297.22	$10.00	$81,150.00	$16.00	$129,840.00	60.00% OVER	$14.50	$117,667.50	45.00% OVER	$14.60	$118,479.00	46.00% OVER	$19.50	$158,242.50	95.00% OVER
36	2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	C Y	37,133	16.51	612991.56	$20.00	$742,660.00	$12.50	$464,162.50	37.50% UNDER	$16.00	$594,128.00	20.00% UNDER	$19.50	$724,093.50	2.50% UNDER	$18.30	$679,533.90	8.50% UNDER
37	2106.507	COMMON EMBANKMENT (CV) (P)	C Y	15,786	9.38	148041.11	$10.00	$157,860.00	$9.00	$142,074.00	10.00% UNDER	$13.50	$213,111.00	35.00% OVER	$12.90	$203,639.40	29.00% OVER	$6.70	$105,766.20	33.00% UNDER
38	2106.601	DEWATERING	LS	1	25266.84	25266.84	$15,000.00	$15,000.00	$2,500.00	$2,500.00	83.33% UNDER	$5,000.00	$5,000.00	66.67% UNDER	$0.01	$0.01	100.00% UNDER	$29,500.00	$29,500.00	96.67% OVER
39	2108.504	GEOTEXTILE FABRIC TYPE 7	S Y	59,243	2.37	140642.88	$3.50	$207,350.50	$2.25	$133,296.75	35.71% UNDER	$1.00	$59,243.00	71.43% UNDER	$1.95	$115,523.85	44.29% UNDER	$3.80	$225,123.40	8.57% OVER
40	2118.507	AGGREGATE SURFACING (CV) CLASS 1	C Y	324	69.3	22453.2	$57.00	$18,468.00	$60.00	$19,440.00	5.26% OVER	$100.00	$32,400.00	75.44% OVER	$61.20	$19,828.80	7.37% OVER	$55.70	$18,046.80	2.28% UNDER
41	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	120	149.32	17917.92	$260.00	$31,200.00	$1.00	$120.00	99.62% UNDER	$180.00	$21,600.00	30.77% UNDER	$206.00	$24,720.00	20.77% UNDER	$220.00	$26,400.00	15.38% UNDER
42	2123.61	1.5 CU YD BACKHOE	HOUR	120	137.19	16462.32	$275.00	$33,000.00	$1.00	$120.00	99.64% UNDER	$1.00	$120.00	99.64% UNDER	$201.00	$24,120.00	26.91% UNDER	$191.00	$22,920.00	30.55% UNDER
43	2130.523	WATER	MGAL	120	34.1	4092.48	$60.00	$7,200.00	$1.00	$120.00	98.33% UNDER	$50.00	$6,000.00	16.67% UNDER	$59.30	$7,116.00	1.17% UNDER	$52.40	$6,288.00	12.67% UNDER
44	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	17,404	32.34	562810.55	$34.00	$591,736.00	$14.50	$252,358.00	57.35% UNDER	$25.50	$443,802.00	25.00% UNDER	$53.00	$922,412.00	55.88% OVER	$46.40	$807,545.60	36.47% OVER
45	2301.502	DOWEL BAR	EACH	4,048	11.17	45216.16	$8.50	$34,408.00	$12.00	$48,576.00	41.18% OVER	$9.00	$36,432.00	5.88% OVER	$12.00	$48,576.00	41.18% OVER	$12.80	$51,814.40	50.59% OVER
46	2301.504	CONCRETE PAVEMENT 7.5"	S Y	7,493	74.47	558033.68	$75.00	$561,975.00	$81.00	$606,933.00	8.00% OVER	$79.00	$591,947.00	5.33% OVER	$81.60	$611,428.80	8.80% OVER	$86.10	$645,147.30	14.80% OVER
47	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TON	92	179.7	16532.4	$200.00	$18,400.00	$160.50	$14,766.00	19.75% UNDER	$150.00	$13,800.00	25.00% UNDER	$246.00	$22,632.00	23.00% OVER	$208.00	$19,136.00	4.00% OVER
48	2360.509	TYPE SP 9.5 WEARING COURSE MIX (4,C)	TON	11,343	94.31	1069803.7	$80.00	$907,440.00	$86.00	$975,498.00	7.50% OVER	$81.00	$918,783.00	1.25% OVER	$84.90	$963,020.70	6.13% OVER	$108.00	$1,225,044.00	35.00% OVER
49	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	92	153.83	14152.73	$120.00	$11,040.00	$146.50	$13,478.00	22.08% OVER	$140.00	$12,880.00	16.67% OVER	$227.00	$20,884.00	89.17% OVER	$144.00	$13,248.00	20.00% OVER
50	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (4,B)	TON	5,675	72.57	411812.05	$80.00	$454,000.00	$69.00	$391,575.00	13.75% UNDER	$65.00	$368,875.00	18.75% UNDER	$62.60	$355,255.00	21.75% UNDER	$76.90	$436,407.50	3.87% UNDER
51	2411.618	PREFABRICATED MODULAR BLOCK WALL	S F	8,878	81.65	724906.46	$95.00	$843,410.00	$80.00	$710,240.00	15.79% UNDER	$76.50	$679,167.00	19.47% UNDER	$71.30	$633,001.40	24.95% UNDER	$83.70	$743,088.60	11.89% UNDER
52	2451.507	FINE FILTER AGGREGATE (CV)	C Y	374	61.53	23013.72	$50.00	$18,700.00	$40.00	$14,960.00	20.00% UNDER	$63.50	$23,749.00	27.00% OVER	$81.30	$30,406.20	62.60% OVER	$76.30	$28,536.20	52.60% OVER
53	2451.507	FINE AGGREGATE BEDDING (CV)	C Y	286	47.82	13677.09	$50.00	$14,300.00	$40.00	$11,440.00	20.00% UNDER	$45.00	$12,870.00	10.00% UNDER	$77.30	$22,107.80	54.60% OVER	$35.20	$10,067.20	29.60% UNDER
54	2501.502	12" RC PIPE APRON	EACH	1	1003.34	1003.34	$1,200.00	$1,200.00	$885.00	$885.00	26.25% UNDER	$1,000.00	$1,000.00	16.67% UNDER	$907.00	$907.00	24.42% UNDER	$912.00	$912.00	24.00% UNDER
55	2501.502	15" RC PIPE APRON	EACH	8	1084.89	8679.15	$1,300.00	$10,400.00	$920.00	$7,360.00	29.23% UNDER	$1,100.00	$8,800.00	15.38% UNDER	$1,070.00	$8,560.00	17.69% UNDER	$946.00	$7,568.00	27.23% UNDER
56	2501.502	18" RC PIPE APRON	EACH	2	7338.76	14677.51	$1,480.00	$2,960.00	$6,000.00	$12,000.00	305.41% OVER	$6,400.00	$12,800.00	332.43% OVER	$6,950.00	$13,900.00	369.59% OVER	$4,930.00	$9,860.00	233.11% OVER
57	2501.502	21" RC PIPE APRON	EACH	1	7041.9	7041.9	$1,550.00	$1,550.00	$1,000.00	$1,000.00	35.48% UNDER	$6,400.00	$6,400.00	312.90% OVER	$7,820.00	$7,820.00	404.52% OVER	$7,460.00	$7,460.00	381.29% OVER
58	2501.502	24" RC PIPE APRON	EACH	2	8015.86	16031.71	$1,610.00	$3,220.00	$7,000.00	$14,000.00	334.78% OVER	$6,500.00	$13,000.00	303.73% OVER	$8,530.00	$17,060.00	429.81% OVER	$5,640.00	$11,280.00	250.31% OVER
59	2501.502	27" RC PIPE APRON	EACH	4	8266.08	33064.33	$1,700.00	$6,800.00	$7,250.00	$29,000.00	326.47% OVER	$7,200.00	$28,800.00	323.53% OVER	$8,770.00	$35,080.00	415.88% OVER	$5,290.00	$21,160.00	211.18% OVER
60	2501.502	15" CS SAFETY APRON	EACH	6	666.44	3998.62	$1,200.00	$7,200.00	$700.00	$4,200.00	41.67% UNDER	$690.00	$4,140.00	42.50% UNDER	$609.00	$3,654.00	49.25% UNDER	$692.00	$4,152.00	42.33% UNDER
61	2501.502	15" RC SAFETY APRON	EACH	1	1130.15	1130.15	$1,500.00	$1,500.00	$1,000.00	$1,000.00	33.33% UNDER	$1,100.00	$1,100.00	26.67% UNDER	$963.00	$963.00	35.80% UNDER	$1,030.00	$1,030.00	31.33% UNDER
62	2501.502	18" RC SAFETY APRON	EACH	2	1221.02	2442.04	$1,500.00	$3,000.00	$1,050.00	$2,100.00	30.00% UNDER	$1,200.00	$2,400.00	20.00% UNDER	$1,000.00	$2,000.00	33.33% UNDER	$1,060.00	$2,120.00	29.33% UNDER
63	2501.503	15" CS PIPE CULVERT	L F	96	60.41	5799.74	$46.00	$4,416.00	$55.00	$5,280.00	19.57% OVER	$73.50	$7,056.00	59.78% OVER	$61.40	$5,894.40	33.48% OVER	$54.60	$5,241.60	18.70% OVER
64	2501.503	18" RC PIPE CULVERT DES 3006 CL V	L F	58	86.77	5032.78	$85.00	$4,930.00	$120.00	$6,960.00	41.18% OVER	$68.50	$3,973.00	19.41% UNDER	$60.20	$3,491.60	29.18% UNDER	$63.60	$3,688.80	25.18% UNDER

65	2501.503	24" RC PIPE CULVERT DES 3006	L F	7	145.47	1018.28	$100.00	$700.00	$150.00	$1,050.00	50.00% OVER	$130.00	$910.00	30.00% OVER	$144.00	$1,008.00	44.00% OVER	$147.00	$1,029.00	47.00% OVER
66	2501.503	24" RC PIPE CULVERT DES 3006 CL III	L F	98	130.51	12789.59	$105.00	$10,290.00	$106.00	$10,388.00	0.95% OVER	$160.00	$15,680.00	52.38% OVER	$114.00	$11,172.00	8.57% OVER	$90.60	$8,878.80	13.71% UNDER
67	2501.503	27" RC PIPE CULVERT DES 3006	L F	12	131.88	1582.54	$150.00	$1,800.00	$151.00	$1,812.00	0.67% OVER	$130.00	$1,560.00	13.33% UNDER	$119.00	$1,428.00	20.67% UNDER	$93.40	$1,120.80	37.73% UNDER
68	2501.503	30" RC PIPE CULVERT DES 3006 CL III	L F	151	213.13	32182.33	$160.00	$24,160.00	$136.00	$20,536.00	15.00% UNDER	$160.00	$24,160.00	0.00% UNDER	$134.00	$20,234.00	16.25% UNDER	$113.00	$17,063.00	29.37% UNDER
69	2501.602	TRASH GUARD FOR 18" PIPE APRON	EACH	2	445.04	890.08	$625.00	$1,250.00	$325.00	$650.00	48.00% UNDER	$260.00	$520.00	58.40% UNDER	$291.00	$582.00	53.44% UNDER	$247.00	$494.00	60.48% UNDER
70	2501.602	TRASH GUARD FOR 21" PIPE APRON	EACH	1	534.59	534.59	$1,150.00	$1,150.00	$355.00	$355.00	69.13% UNDER	$300.00	$300.00	73.91% UNDER	$336.00	$336.00	70.78% UNDER	$292.00	$292.00	74.61% UNDER
71	2501.602	TRASH GUARD FOR 24" PIPE APRON	EACH	2	650.05	1300.1	$1,650.00	$3,300.00	$445.00	$890.00	73.03% UNDER	$380.00	$760.00	76.97% UNDER	$405.00	$810.00	75.45% UNDER	$363.00	$726.00	78.00% UNDER
72	2501.602	TRASH GUARD FOR 27" PIPE APRON	EACH	4	797.37	3189.5	$1,800.00	$7,200.00	$500.00	$2,000.00	72.22% UNDER	$420.00	$1,680.00	76.67% UNDER	$457.00	$1,828.00	74.61% UNDER	$406.00	$1,624.00	77.44% UNDER
73	2502.503	4" PERF TP PIPE DRAIN	L F	16,817	9.9	166488.3	$14.00	$235,438.00	$10.00	$168,170.00	28.57% UNDER	$10.50	$176,578.50	25.00% UNDER	$9.20	$154,716.40	34.29% UNDER	$10.80	$181,623.60	22.86% UNDER
74	2503.503	18" CS PIPE SEWER	L F	120	96.4	11568	$91.00	$10,920.00	$80.00	$9,600.00	12.09% UNDER	$120.00	$14,400.00	31.87% OVER	$76.20	$9,144.00	16.26% UNDER	$77.50	$9,300.00	14.84% UNDER
75	2503.503	12" RC PIPE SEWER DES 3006 CL V	L F	47	68.5	3219.69	$75.00	$3,525.00	$58.00	$2,726.00	22.67% UNDER	$71.00	$3,337.00	5.33% UNDER	$51.50	$2,420.50	31.33% UNDER	$62.70	$2,946.90	16.40% UNDER
76	2503.503	15" RC PIPE SEWER DES 3006 CL V	L F	7,046	60.58	426818.5	$80.00	$563,680.00	$48.50	$341,731.00	39.37% UNDER	$60.00	$422,760.00	25.00% UNDER	$54.70	$385,416.20	31.62% UNDER	$55.00	$387,530.00	31.25% UNDER
77	2503.503	18" RC PIPE SEWER DES 3006 CL V	L F	2,274	64.85	147459.8	$85.00	$193,290.00	$51.00	$115,974.00	40.00% UNDER	$62.00	$140,988.00	27.06% UNDER	$57.30	$130,300.20	32.59% UNDER	$61.80	$140,533.20	27.29% UNDER
78	2503.503	21" RC PIPE SEWER DES 3006	L F	77	94.3	7261.1	$90.00	$6,930.00	$64.00	$4,928.00	28.89% UNDER	$95.00	$7,315.00	5.56% OVER	$61.60	$4,743.20	31.56% UNDER	$74.90	$5,767.30	16.78% UNDER
79	2503.503	24" RC PIPE SEWER DES 3006	L F	331	83.72	27712.64	$100.00	$33,100.00	$65.00	$21,515.00	35.00% UNDER	$83.50	$27,638.50	16.50% UNDER	$65.90	$21,812.90	34.10% UNDER	$83.30	$27,572.30	16.70% UNDER
80	2503.503	24" RC PIPE SEWER DES 3006 CL III	L F	101	93.55	9448.15	$127.00	$12,827.00	$69.00	$6,969.00	45.67% UNDER	$110.00	$11,110.00	13.39% UNDER	$65.80	$6,645.80	48.19% UNDER	$83.30	$8,413.30	34.41% UNDER
81	2503.503	27" RC PIPE SEWER DES 3006	L F	97	105.3	10214.49	$105.00	$10,185.00	$84.00	$8,148.00	20.00% UNDER	$100.00	$9,700.00	4.76% OVER	$81.50	$7,905.50	22.38% UNDER	$102.00	$9,894.00	2.86% UNDER
82	2503.503	27" RC PIPE SEWER DES 3006 CL III	L F	251	104.89	26326.39	$111.00	$27,861.00	$79.00	$19,829.00	28.83% UNDER	$110.00	$27,610.00	0.90% UNDER	$81.50	$20,456.50	26.58% UNDER	$102.00	$25,602.00	8.11% UNDER
83	2503.503	30" RC PIPE SEWER DES 3006 CL III	L F	32	130.02	4160.64	$150.00	$4,800.00	$94.00	$3,008.00	37.33% UNDER	$160.00	$5,120.00	6.67% OVER	$91.80	$2,937.60	38.80% UNDER	$110.00	$3,520.00	26.67% UNDER
84	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	12	1141.69	13700.23	$1,200.00	$14,400.00	$1,075.00	$12,900.00	10.42% UNDER	$950.00	$11,400.00	20.83% UNDER	$1,340.00	$16,080.00	11.67% OVER	$984.00	$11,808.00	18.00% UNDER
85	2503.603	42" STEEL CASING PIPE	L F	30	390.43	11713.02	$1,300.00	$39,000.00	$280.00	$8,400.00	78.46% UNDER	$560.00	$16,800.00	56.92% UNDER	$529.00	$15,870.00	59.31% UNDER	$340.00	$10,200.00	73.85% UNDER
86	2503.603	54" STEEL CASING PIPE	L F	30	519.22	15576.54	$1,850.00	$55,500.00	$415.00	$12,450.00	77.57% UNDER	$820.00	$24,600.00	55.68% UNDER	$644.00	$19,320.00	65.19% UNDER	$376.00	$11,280.00	79.68% UNDER
87	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPEC 2	EACH	1	8060.58	8060.58	$9,000.00	$9,000.00	$8,600.00	$8,600.00	4.44% UNDER	$7,200.00	$7,200.00	20.00% UNDER	$7,370.00	$7,370.00	18.11% UNDER	$6,280.00	$6,280.00	30.22% UNDER
88	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPEC 4	EACH	1	10442.81	10442.81	$13,000.00	$13,000.00	$13,000.00	$13,000.00	0.00% UNDER	$8,600.00	$8,600.00	33.85% UNDER	$6,390.00	$6,390.00	50.85% UNDER	$5,380.00	$5,380.00	58.62% UNDER
89	2506.502	CASTING ASSEMBLY	EACH	125	1107.72	138465.25	$950.00	$118,750.00	$800.00	$100,000.00	15.79% UNDER	$1,100.00	$137,500.00	15.79% OVER	$932.00	$116,500.00	1.89% UNDER	$1,600.00	$200,000.00	68.42% OVER
90	2506.502	ADJUST FRAME & RING CASTING	EACH	7	844.45	5911.15	$630.00	$4,410.00	$1,000.00	$7,000.00	58.73% OVER	$580.00	$4,060.00	7.94% UNDER	$1,160.00	$8,120.00	84.13% OVER	$826.00	$5,782.00	31.11% OVER
91	2506.503	CONST DRAINAGE STRUCTURE DESIGN H	L F	39.8	646.38	25726	$555.00	$22,089.00	$1,000.00	$39,800.00	80.18% OVER	$320.00	$12,736.00	42.34% UNDER	$620.00	$24,676.00	11.71% OVER	$508.00	$20,218.40	8.47% UNDER
92	2506.503	CONST DRAINAGE STRUCTURE DESIGN SD-48	L F	53.3	687.33	36634.9	$650.00	$34,645.00	$665.00	$35,444.50	2.31% OVER	$470.00	$25,051.00	27.69% UNDER	$735.00	$39,175.50	13.08% OVER	$816.00	$43,492.80	25.54% OVER
93	2506.503	CONST DRAINAGE STRUCTURE DESIGN SD-60	L F	4.5	987.85	4445.33	$1,100.00	$4,950.00	$900.00	$4,050.00	18.18% UNDER	$750.00	$3,375.00	31.82% UNDER	$1,030.00	$4,635.00	6.36% UNDER	$1,050.00	$4,725.00	4.55% UNDER
94	2506.503	CONST DRAINAGE STRUCTURE DESIGN SPEC 1	L F	115.9	480.53	55693.2	$700.00	$81,130.00	$565.00	$65,483.50	19.29% UNDER	$340.00	$39,406.00	51.43% UNDER	$471.00	$54,588.90	32.71% UNDER	$495.00	$57,370.50	29.29% UNDER
95	2506.503	CONST DRAINAGE STRUCTURE DESIGN SPEC 3	L F	11.5	1216.27	13987.11	$8,750.00	$100,625.00	$1,165.00	$13,397.50	86.69% UNDER	$1,100.00	$12,650.00	87.43% UNDER	$1,220.00	$14,030.00	86.06% UNDER	$1,100.00	$12,650.00	87.43% UNDER
96	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	285.9	506.5	144808.92	$600.00	$171,540.00	$485.00	$138,661.50	19.17% UNDER	$410.00	$117,219.00	31.67% UNDER	$504.00	$144,093.60	16.00% UNDER	$501.00	$143,235.90	16.50% UNDER
97	2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	L F	108.6	700.48	76071.69	$900.00	$97,740.00	$600.00	$65,160.00	33.33% UNDER	$590.00	$64,074.00	34.44% UNDER	$636.00	$69,069.60	29.33% UNDER	$708.00	$76,888.80	21.33% UNDER
98	2506.503	CONST DRAINAGE STRUCTURE DES 72-4020	L F	11.2	840.49	9413.49	$1,100.00	$12,320.00	$740.00	$8,288.00	32.73% UNDER	$720.00	$8,064.00	34.55% UNDER	$759.00	$8,500.80	31.00% UNDER	$758.00	$8,489.60	31.09% UNDER
99	2506.503	CONST DRAINAGE STRUCTURE DES 84-4020	L F	13	1123.81	14609.53	$1,650.00	$21,450.00	$960.00	$12,480.00	41.82% UNDER	$970.00	$12,610.00	41.21% UNDER	$1,010.00	$13,130.00	38.79% UNDER	$990.00	$12,870.00	40.00% UNDER
100	2506.503	RECONSTRUCT DRAINAGE STRUCTURE	L F	2.8	763.98	2139.16	$1,000.00	$2,800.00	$950.00	$2,660.00	5.00% UNDER	$460.00	$1,288.00	54.00% UNDER	$773.00	$2,164.40	22.70% UNDER	$1,050.00	$2,940.00	5.00% OVER
101	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	1	1661.1	1661.1	$1,300.00	$1,300.00	$1,500.00	$1,500.00	15.38% OVER	$1,400.00	$1,400.00	7.69% OVER	$1,790.00	$1,790.00	37.69% OVER	$984.00	$984.00	24.31% UNDER
102	2511.504	GEOTEXTILE FILTER TYPE 4	S Y	207	6.48	1341.36	$5.00	$1,035.00	$10.00	$2,070.00	100.00% OVER	$8.30	$1,718.10	66.00% OVER	$4.25	$879.75	15.00% UNDER	$5.00	$1,035.00	0.00% UNDER
103	2511.507	RANDOM RIPRAP CLASS III	C Y	43	152.48	6556.64	$105.00	$4,515.00	$125.00	$5,375.00	19.05% OVER	$160.00	$6,880.00	52.38% OVER	$151.00	$6,493.00	43.81% OVER	$217.00	$9,331.00	106.67% OVER
104	2511.507	RANDOM RIPRAP CLASS IV	C Y	14	156.1	2185.43	$100.00	$1,400.00	$125.00	$1,750.00	25.00% OVER	$160.00	$2,240.00	60.00% OVER	$151.00	$2,114.00	51.00% OVER	$217.00	$3,038.00	117.00% OVER
105	2521.518	4" CONCRETE WALK	S F	18,010	6.69	120522.92	$6.00	$108,060.00	$5.75	$103,557.50	4.17% UNDER	$6.30	$113,463.00	5.00% OVER	$5.70	$102,657.00	5.00% UNDER	$6.10	$109,861.00	1.67% OVER
106	2521.518	4" COLORED CONCRETE WALK	S F	13,083	9.99	130751.5	$14.00	$183,162.00	$8.00	$104,664.00	42.86% UNDER	$7.20	$94,197.60	48.57% UNDER	$7.80	$102,047.40	44.29% UNDER	$8.35	$109,243.05	40.36% UNDER
107	2521.518	6" CONCRETE WALK	S F	468	11.68	5466.24	$10.00	$4,680.00	$12.00	$5,616.00	20.00% OVER	$10.50	$4,914.00	5.00% OVER	$12.00	$5,616.00	20.00% OVER	$12.80	$5,990.40	28.00% OVER
108	2521.518	7" COLORED CONCRETE WALK	S F	3,007	14.94	44912.55	$22.00	$66,154.00	$12.00	$36,084.00	45.45% UNDER	$12.50	$37,587.50	43.18% UNDER	$12.00	$36,084.00	45.45% UNDER	$12.80	$38,489.60	41.82% UNDER
109	2521.518	3" BITUMINOUS WALK	S F	105,997	2.21	233829.38	$2.00	$211,994.00	$1.85	$196,094.45	7.50% UNDER	$1.70	$180,194.90	15.00% UNDER	$1.90	$201,394.30	5.00% UNDER	$2.40	$254,392.80	20.00% OVER
110	2521.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	212	16.12	3418.29	$19.00	$4,028.00	$18.50	$3,922.00	2.63% UNDER	$10.00	$2,120.00	47.37% UNDER	$18.20	$3,858.40	4.21% UNDER	$19.40	$4,112.80	2.11% OVER
111	2521.618	CONCRETE CURB RAMP WALK	S F	3,456	17.68	61088.26	$20.00	$69,120.00	$12.00	$41,472.00	40.00% UNDER	$12.50	$43,200.00	37.50% UNDER	$12.00	$41,472.00	40.00% UNDER	$12.80	$44,236.80	36.00% UNDER
112	2531.503	CONCRETE CURB & GUTTER DESIGN B424	L F	21,947	23.59	517729.73	$26.00	$570,622.00	$22.50	$493,807.50	13.46% UNDER	$19.00	$416,993.00	26.92% UNDER	$22.40	$491,612.80	13.85% UNDER	$23.90	$524,533.30	8.08% UNDER
113	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	788	26.29	20716.52	$30.00	$23,640.00	$27.00	$21,276.00	10.00% UNDER	$19.50	$15,366.00	35.00% UNDER	$26.50	$20,882.00	11.67% UNDER	$28.30	$22,300.40	5.67% UNDER
114	2531.503	CONCRETE CURB & GUTTER DESIGN R424	L F	315	31.37	9881.55	$31.00	$9,765.00	$31.00	$9,765.00	0.00% UNDER	$25.50	$8,032.50	17.74% UNDER	$30.70	$9,670.50	0.97% UNDER	$32.80	$10,332.00	5.81% OVER
115	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	295	94.58	27900.51	$90.00	$26,550.00	$88.00	$25,960.00	2.22% UNDER	$93.00	$27,435.00	3.33% OVER	$86.90	$25,635.50	3.44% UNDER	$109.00	$32,155.00	21.11% OVER
116	2531.504	8" CONCRETE DRIVEWAY PAVEMENT	S Y	72	123.39	8883.79	$112.00	$8,064.00	$118.50	$8,532.00	5.80% OVER	$120.00	$8,640.00	7.14% OVER	$118.00	$8,496.00	5.36% OVER	$142.00	$10,224.00	26.79% OVER
117	2531.618	TRUNCATED DOMES	S F	505	66.11	33385.55	$63.00	$31,815.00	$64.50	$32,572.50	2.38% OVER	$50.00	$25,250.00	20.63% UNDER	$64.00	$32,320.00	1.59% OVER	$68.30	$34,491.50	8.41% OVER
118	2540.602	INSTALL MAIL BOX SUPPORT	EACH	11	206.23	2268.57	$175.00	$1,925.00	$200.00	$2,200.00	14.29% OVER	$180.00	$1,980.00	2.86% OVER	$180.00	$1,980.00	2.86% OVER	$192.00	$2,112.00	9.71% OVER
119	2545.502	LIGHTING UNIT TYPE 9-40	EACH	10	4119.01	41190.1	$3,500.00	$35,000.00	$4,000.00	$40,000.00	14.29% OVER	$3,500.00	$35,000.00	0.00% UNDER	$3,700.00	$37,000.00	5.71% OVER	$4,370.00	$43,700.00	24.86% OVER
120	2545.502	LIGHT FOUNDATION DESIGN E	EACH	13	1451.34	18867.37	$1,000.00	$13,000.00	$1,615.00	$20,995.00	61.50% OVER	$1,300.00	$16,900.00	30.00% OVER	$1,330.00	$17,290.00	33.00% OVER	$1,560.00	$20,280.00	56.00% OVER
121	2545.502	SERVICE CABINET -TYPE L1	EACH	1	15053.36	15053.36	$10,000.00	$10,000.00	$15,150.00	$15,150.00	51.50% OVER	$14,000.00	$14,000.00	40.00% OVER	$15,100.00	$15,100.00	51.00% OVER	$16,500.00	$16,500.00	65.00% OVER
122	2545.502	SERVICE EQUIPMENT	EACH	2	4353.67	8707.34	$1,800.00	$3,600.00	$8,250.00	$16,500.00	358.33% OVER	$3,700.00	$7,400.00	105.56% OVER	$3,840.00	$7,680.00	113.33% OVER	$3,410.00	$6,820.00	89.44% OVER
123	2545.502	EQUIPMENT PAD B	EACH	1	1814.34	1814.34	$1,800.00	$1,800.00	$2,425.00	$2,425.00	34.72% OVER	$1,800.00	$1,800.00	0.00% UNDER	$1,830.00	$1,830.00	1.67% OVER	$1,230.00	$1,230.00	31.67% UNDER
124	2545.502	HANDHOLE	EACH	1	2735.01	2735.01	$1,900.00	$1,900.00	$2,775.00	$2,775.00	46.05% OVER	$2,800.00	$2,800.00	47.37% OVER	$2,950.00	$2,950.00	55.26% OVER	$2,470.00	$2,470.00	30.00% OVER
125	2545.503	2" NON-METALLIC CONDUIT	L F	1,400	8.26	11558.4	$7.00	$9,800.00	$8.00	$11,200.00	14.29% OVER	$9.40	$13,160.00	34.29% OVER	$9.75	$13,650.00	39.29% OVER	$5.20	$7,280.00	25.71% UNDER
126	2545.503	UNDERGROUND WIRE 1/C 8 AWG	L F	6,400	2.16	13824	$1.50	$9,600.00	$2.00	$12,800.00	33.33% OVER	$2.30	$14,720.00	53.33% OVER	$2.35	$15,040.00	56.67% OVER	$2.20	$14,080.00	46.67% OVER
127	2545.503	DIRECT BURIED LIGHTING CABLE 4/C 4 AWG	L F	60	16.5	990.24	$12.00	$720.00	$19.00	$1,140.00	58.33% OVER	$19.00	$1,140.00	58.33% OVER	$19.60	$1,176.00	63.33% OVER	$10.40	$624.00	13.33% UNDER
128	2545.602	INSTALL LIGHTING UNIT	EACH	3	1094.9	3284.71	$1,350.00	$4,050.00	$850.00	$2,550.00	37.04% UNDER	$510.00	$1,530.00	62.22% UNDER	$533.00	$1,599.00	60.52% UNDER	$2,610.00	$7,830.00	93.33% OVER
129	2545.602	INSTALL SERVICE CABINET	EACH	1	943.8	943.8	$1,200.00	$1,200.00	$550.00	$550.00	54.17% UNDER	$940.00	$940.00	21.67% UNDER	$977.00	$977.00	18.58% UNDER	$912.00	$912.00	24.00% UNDER
130	2554.502	GUIDE POST TYPE B	EACH	22	87.77	1930.85	$120.00	$2,640.00	$80.00	$1,760.00	33.33% UNDER	$75.00	$1,650.00	37.50% UNDER	$77.30	$1,700.60	35.58% UNDER	$83.70	$1,841.40	30.25% UNDER
131	2554.502	END TREATMENT-TANGENT TERMINAL	EACH	2	4107.39	8214.78	$3,600.00	$7,200.00	$4,050.00	$8,100.00	12.50% OVER	$3,900.00	$7,800.00	8.33% OVER	$3,970.00	$7,940.00	10.28% OVER	$4,230.00	$8,460.00	17.50% OVER
132	2554.503	TRAFFIC BARRIER DESIGN TYPE 31	L F	775	32.96	25547.1	$32.00	$24,800.00	$32.50	$25,187.50	1.56% OVER	$31.00	$24,025.00	3.12% UNDER	$31.90	$24,722.50	0.31% UNDER	$34.10	$26,427.50	6.56% OVER
133	2557.503	WIRE FENCE DESIGN 60V-9322	L F	1,018	106.07	107983.33	$32.00	$32,576.00	$110.00	$111,980.00	243.75% OVER	$100.00	$101,800.00	212.50% OVER	$126.00	$128,268.00	293.75% OVER	$143.00	$145,574.00	346.88% OVER
134	2557.603	INSTALL WOODEN FENCE	L F	1,670	49.53	82721.78	$50.00	$83,500.00	$17.00	$28,390.00	66.00% UNDER	$16.00	$26,720.00	68.00% UNDER	$49.40	$82,498.00	1.20% UNDER	$53.60	$89,512.00	7.20% OVER
135	2563.601	TRAFFIC CONTROL	LS	1	52339.4	52339.4	$45,000.00	$45,000.00	$57,500.00	$57,500.00	27.78% OVER	$55,000.00	$55,000.00	22.22% OVER	$56,500.00	$56,500.00	25.56% OVER	$61,500.00	$61,500.00	36.67% OVER

136	2563.613	PORTABLE CHANGEABLE MESSAGE SIGN	UDAY	30	789.04	23671.2	$67.00	$2,010.00	$80.00	$2,400.00	19.40% OVER	$75.00	$2,250.00	11.94% OVER	$77.30	$2,319.00	15.37% OVER	$83.70	$2,511.00	24.93% OVER
137	2564.502	INFILTRATION AREA MARKER	EACH	5	277.4	1387	$308.00	$1,540.00	$265.00	$1,325.00	13.96% UNDER	$250.00	$1,250.00	18.83% UNDER	$258.00	$1,290.00	16.23% UNDER	$279.00	$1,395.00	9.42% UNDER
138	2564.602	INSTALL SIGN SPECIAL	EACH	7	212.47	1487.28	$375.00	$2,625.00	$210.00	$1,470.00	44.00% UNDER	$200.00	$1,400.00	46.67% UNDER	$206.00	$1,442.00	45.07% UNDER	$223.00	$1,561.00	40.53% UNDER
139	2564.602	INSTALL SIGN PANEL SPECIAL	EACH	3	223.63	670.9	$275.00	$825.00	$210.00	$630.00	23.64% UNDER	$200.00	$600.00	27.27% UNDER	$206.00	$618.00	25.09% UNDER	$223.00	$669.00	18.91% UNDER
140	2564.602	DELINEATOR / MARKER	EACH	2	246.13	492.27	$215.00	$430.00	$265.00	$530.00	23.26% OVER	$250.00	$500.00	16.28% OVER	$258.00	$516.00	20.00% OVER	$279.00	$558.00	29.77% OVER
141	2564.602	DELINEATOR / MARKER PANEL	EACH	7	101	706.97	$110.00	$770.00	$100.00	$700.00	9.09% UNDER	$95.00	$665.00	13.64% UNDER	$97.90	$685.30	11.00% UNDER	$106.00	$742.00	3.64% UNDER
142	2564.618	SIGN	S F	709	69.74	49442.82	$73.00	$51,757.00	$70.00	$49,630.00	4.11% UNDER	$65.50	$46,439.50	10.27% UNDER	$67.50	$47,857.50	7.53% UNDER	$73.10	$51,827.90	0.14% OVER
143	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	7728.47	7728.47	$7,500.00	$7,500.00	$10,000.00	$10,000.00	33.33% OVER	$10,000.00	$10,000.00	33.33% OVER	$6,740.00	$6,740.00	10.13% UNDER	$7,050.00	$7,050.00	6.00% UNDER
144	2573.501	EROSION CONTROL SUPERVISOR	LS	1	9906.39	9906.39	$7,500.00	$7,500.00	$7,500.00	$7,500.00	0.00% UNDER	$10,000.00	$10,000.00	33.33% OVER	$5,640.00	$5,640.00	24.80% UNDER	$10,500.00	$10,500.00	40.00% OVER
145	2573.502	STORM DRAIN INLET PROTECTION	EACH	131	169.72	22233.58	$170.00	$22,270.00	$185.00	$24,235.00	8.82% OVER	$210.00	$27,510.00	23.53% OVER	$91.70	$12,012.70	46.06% UNDER	$175.00	$22,925.00	2.94% OVER
146	2573.502	CULVERT END CONTROLS	EACH	13	138.08	1795.01	$170.00	$2,210.00	$130.00	$1,690.00	23.53% UNDER	$130.00	$1,690.00	23.53% UNDER	$131.00	$1,703.00	22.94% UNDER	$140.00	$1,820.00	17.65% UNDER
147	2573.503	SILT FENCE, TYPE MS	L F	16,751	2	33502	$2.50	$41,877.50	$2.00	$33,502.00	20.00% UNDER	$1.80	$30,151.80	28.00% UNDER	$1.90	$31,826.90	24.00% UNDER	$2.00	$33,502.00	20.00% UNDER
148	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	2,959	3.32	9812.04	$3.50	$10,356.50	$3.25	$9,616.75	7.14% UNDER	$3.00	$8,877.00	14.29% UNDER	$3.15	$9,320.85	10.00% UNDER	$3.35	$9,912.65	4.29% UNDER
149	2573.601	TEMPORARY STREAM DIVERSION SYSTEM	LS	1	11332.6	11332.6	$6,500.00	$6,500.00	$1.00	$1.00	99.98% UNDER	$100.00	$100.00	98.46% UNDER	$7,830.00	$7,830.00	20.46% OVER	$23,500.00	$23,500.00	261.54% OVER
150	2574.505	SOIL BED PREPARATION	ACRE	12.3	165.45	2035.08	$1,000.00	$12,300.00	$160.00	$1,968.00	84.00% UNDER	$150.00	$1,845.00	85.00% UNDER	$158.00	$1,943.40	84.20% UNDER	$168.00	$2,066.40	83.20% UNDER
151	2574.507	FILTER TOPSOIL BORROW	C Y	412	78.27	32248.06	$60.00	$24,720.00	$40.00	$16,480.00	33.33% UNDER	$77.00	$31,724.00	28.33% OVER	$87.30	$35,967.60	45.50% OVER	$51.50	$21,218.00	14.17% UNDER
152	2574.508	FERTILIZER TYPE 3	LB	1,580	0.96	1523.12	$1.20	$1,896.00	$1.00	$1,580.00	16.67% UNDER	$0.90	$1,422.00	25.00% UNDER	$0.89	$1,406.20	25.83% UNDER	$0.95	$1,501.00	20.83% UNDER
153	2574.508	FERTILIZER TYPE 4	LB	1,067	1.69	1805.36	$1.20	$1,280.40	$1.75	$1,867.25	45.83% OVER	$1.50	$1,600.50	25.00% OVER	$1.60	$1,707.20	33.33% OVER	$1.70	$1,813.90	41.67% OVER
154	2574.601	INFILTRATION TESTING	LS	1	10756.7	10756.7	$5,000.00	$5,000.00	$5,500.00	$5,500.00	10.00% OVER	$8,000.00	$8,000.00	60.00% OVER	$10,300.00	$10,300.00	106.00% OVER	$11,000.00	$11,000.00	120.00% OVER
155	2575.504	RAPID STABILIZATION METHOD 4	S Y	16,283	2.05	33412.72	$2.00	$32,566.00	$2.00	$32,566.00	0.00% UNDER	$1.90	$30,937.70	5.00% UNDER	$1.95	$31,751.85	2.50% UNDER	$2.05	$33,380.15	2.50% OVER
156	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	10,927	1.83	19996.41	$1.80	$19,668.60	$1.75	$19,122.25	2.78% UNDER	$1.70	$18,575.90	5.56% UNDER	$1.75	$19,122.25	2.78% UNDER	$1.85	$20,214.95	2.78% OVER
157	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	S Y	5,359	2	10718	$1.90	$10,182.10	$2.00	$10,718.00	5.26% OVER	$1.80	$9,646.20	5.26% UNDER	$1.90	$10,182.10	0.00% UNDER	$2.00	$10,718.00	5.26% OVER
158	2575.504	ROLLED EROSION PREVENTION CATEGORY 70	S Y	86	28.24	2428.3	$23.00	$1,978.00	$30.00	$2,580.00	30.43% OVER	$25.00	$2,150.00	8.70% OVER	$26.30	$2,261.80	14.35% OVER	$28.00	$2,408.00	21.74% OVER
159	2575.505	SEEDING	ACRE	12.3	165.45	2035.08	$1,000.00	$12,300.00	$160.00	$1,968.00	84.00% UNDER	$150.00	$1,845.00	85.00% UNDER	$158.00	$1,943.40	84.20% UNDER	$168.00	$2,066.40	83.20% UNDER
160	2575.508	HYDRAULIC REINFORCED FIBER MATRIX	LB	31,968	1.14	36315.65	$1.60	$51,148.80	$1.25	$39,960.00	21.87% UNDER	$1.00	$31,968.00	37.50% UNDER	$1.05	$33,566.40	34.37% UNDER	$1.10	$35,164.80	31.25% UNDER
161	2575.523	RAPID STABILIZATION METHOD 3	MGAL	56	549.91	30795.18	$525.00	$29,400.00	$525.00	$29,400.00	0.00% UNDER	$500.00	$28,000.00	4.76% UNDER	$526.00	$29,456.00	0.19% OVER	$561.00	$31,416.00	6.86% OVER
162	2575.608	SEED SOUTHERN BOULEVARD	LB	457	7.73	3530.78	$10.00	$4,570.00	$7.50	$3,427.50	25.00% UNDER	$7.00	$3,199.00	30.00% UNDER	$7.35	$3,358.95	26.50% UNDER	$7.85	$3,587.45	21.50% UNDER
163	2575.608	SEED TURFGRASS	LB	339	6.81	2309.27	$10.00	$3,390.00	$6.50	$2,203.50	35.00% UNDER	$6.20	$2,101.80	38.00% UNDER	$6.50	$2,203.50	35.00% UNDER	$6.95	$2,356.05	30.50% UNDER
164	2575.608	SEED MESIC INSLOPE	LB	224	8.72	1953.73	$10.00	$2,240.00	$8.50	$1,904.00	15.00% UNDER	$7.90	$1,769.60	21.00% UNDER	$8.30	$1,859.20	17.00% UNDER	$8.85	$1,982.40	11.50% UNDER
165	2575.608	SEED WET DITCH	LB	25	88.16	2204.05	$35.00	$875.00	$85.00	$2,125.00	142.86% OVER	$80.00	$2,000.00	128.57% OVER	$84.10	$2,102.50	140.29% OVER	$89.70	$2,242.50	156.29% OVER
166	2575.608	SEED SOUTHERN TALLGRASS ROADSIDE	LB	75	48.25	3618.6	$30.00	$2,250.00	$46.00	$3,450.00	53.33% OVER	$44.00	$3,300.00	46.67% OVER	$46.10	$3,457.50	53.67% OVER	$49.20	$3,690.00	64.00% OVER
167	2581.503	6" REMOVABLE PREFORM PAVEMENT MARKING TAPE	L F	14,193	2.21	31309.76	$2.25	$31,934.25	$2.50	$35,482.50	11.11% OVER	$2.00	$28,386.00	11.11% UNDER	$2.05	$29,095.65	8.89% UNDER	$2.25	$31,934.25	0.00% UNDER
168	2582.503	6" SOLID LINE PAINT (WR)	L F	33,357	0.36	11875.09	$0.50	$16,678.50	$0.50	$16,678.50	0.00% UNDER	$0.30	$10,007.10	40.00% UNDER	$0.31	$10,340.67	38.00% UNDER	$0.33	$11,007.81	34.00% UNDER
169	2582.503	6" DBLE SOLID LINE PAINT (WR)	L F	1,261	0.89	1124.81	$1.50	$1,891.50	$2.00	$2,522.00	33.33% OVER	$0.60	$756.60	60.00% UNDER	$0.63	$794.43	58.00% UNDER	$0.67	$844.87	55.33% UNDER
170	2582.503	4" SOLID LINE MULTI COMP GR IN	L F	19,783	0.72	14204.19	$1.00	$19,783.00	$0.75	$14,837.25	25.00% UNDER	$0.70	$13,848.10	30.00% UNDER	$0.68	$13,452.44	32.00% UNDER	$0.73	$14,441.59	27.00% UNDER
171	2582.503	6" SOLID LINE MULTI COMP GR IN	L F	23,726	0.85	20214.55	$1.40	$33,216.40	$1.00	$23,726.00	28.57% UNDER	$0.80	$18,980.80	42.86% UNDER	$0.84	$19,929.84	40.00% UNDER	$0.89	$21,116.14	36.43% UNDER
172	2582.503	4" BROKEN LINE MULTI COMP GR IN	L F	3,114	0.82	2547.25	$1.00	$3,114.00	$0.75	$2,335.50	25.00% UNDER	$0.70	$2,179.80	30.00% UNDER	$0.68	$2,117.52	32.00% UNDER	$0.73	$2,273.22	27.00% UNDER
173	2582.503	4" DBLE SOLID LINE MULTI COMP GR IN	L F	869	1.71	1487.73	$2.30	$1,998.70	$2.00	$1,738.00	13.04% UNDER	$1.30	$1,129.70	43.48% UNDER	$1.35	$1,173.15	41.30% UNDER	$1.45	$1,260.05	36.96% UNDER
174	2582.503	12" DOTTED LINE MULTI COMP GR IN (WR)	L F	57	23.78	1355.23	$19.00	$1,083.00	$30.00	$1,710.00	57.89% OVER	$20.00	$1,140.00	5.26% OVER	$20.90	$1,191.30	10.00% OVER	$22.30	$1,271.10	17.37% OVER
175	2582.518	PAVT MSSG PREF THERMO GR IN	S F	844	29.71	25078.62	$28.00	$23,632.00	$28.00	$23,632.00	0.00% UNDER	$24.00	$20,256.00	14.29% UNDER	$25.10	$21,184.40	10.36% UNDER	$26.80	$22,619.20	4.29% UNDER
176	2582.518	CROSSWALK PREF THERMO GR IN	S F	510	16.43	8379.3	$16.00	$8,160.00	$18.00	$9,180.00	12.50% OVER	$15.00	$7,650.00	6.25% UNDER	$15.70	$8,007.00	1.87% UNDER	$16.70	$8,517.00	4.38% OVER
177	2106.601	CONSTRUCT ACCESS ROAD	LS	1	44769.37	44769.37	$20,000.00	$20,000.00	$26,500.00	$26,500.00	32.50% OVER	$50,000.00	$50,000.00	150.00% OVER	$44,000.00	$44,000.00	120.00% OVER	$55,500.00	$55,500.00	177.50% OVER
178	2531.503	CONCRETE CURB & GUTTER DESIGN B418	L F	64	35.02	2241.28	$30.00	$1,920.00	$37.00	$2,368.00	23.33% OVER	$35.00	$2,240.00	16.67% OVER	$36.90	$2,361.60	23.00% OVER	$39.40	$2,521.60	31.33% OVER
		TOTAL						**$11,082,607.65**		**$9,163,251.70**			**$10,213,742.20**			**$10,642,559.59**			**$11,110,542.05**	

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Keyword Search

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Simple Search | Search Editor

- Any Words
- All Words
- Exact Phrase

e.g. 1606N020Q02

"3G Contracting Inc."

Federal Organizations

All Domains | Contracting | Federal Assistance | Entity Information | Federal Hierarchy | Wage Determina

No matches found

Your search did not return any results.

To view Entity Registrations, Subcontract Reports, Subaward Reports you must sign in.

Sign In

Would you like to include inactive records in your search results?

Yes Go Back



State Government

- Acquisitions/Procure Goods and General Services
- Service Providers
- Professional/Technical Contracts
- Post Solicitation Announcement
- Monthly Procurement Update Archive
- Environmentally Responsible Purchasing
- OSP Training
- Provide Feedback
- Suspended/Debarred Vendors

Suspended/Debarred Vendor Detailed Information

Minnesota Rules Part 1230.1150, Subpart 6 requires the Office of State Procurement to maintain a master list of all suspensions and debarments. The master list must retain all information concerning suspensions and debarments as a public record for at least three years following the end of a suspension or debarment. This includes grantees that have been suspended or debarred by the Department of Administration.

The vendors listed below may be currently suspended or debarred, or have a suspension or debarment end date within the past three years. Click the vendor name for complete details.

NOTE: Minnesota Rules Part 1230.1150, Subpart 2, Item B, Subitem (1) also provides that: "Any vendor debarred by the federal government, the state of Minnesota, or any of its departments, commissions, agencies, or political subdivisions, is automatically debarred by the division under the same terms and limits of the original debarment."

See vendors debarred by federal government agencies.

Results 1 - 38 of 38

3G Contracting Inc.

Abdifitah Mohamud Mohamed, an individual

Anwar Ahmed Adow, an individual

Asad Ahmed Adow, an individual

Asha Farhan Hassan, an individual

Brilliant Minds Services

Central Minnesota Community Empowerment Org.

Christopher Adetoyi Falade, an individual

Citywide Trucking LLC

Clarence Olson, an individual

Commercial Midwest Concrete

Commercial Midwest Roofing

Denise Togbah, an individual

Dionne Construction

Duluth Group Investments Inc.

Emmanuel Oluwademilade Falade, an individual

Encouraging Leaders

Equity Builders & Construction Services

Equity Builders Company

Faladcare Inc

Gamon Group

Hussein Mohamed Farah, an individual

Jacob Roy

John Aish, Inc.

Ka loog (Rising Impact)

Khalid Ahmed Dayib, an individual

Leo Human Services

Liberty Plus LLC

Mohamed Farah, an individual

Moktar Hassan Aden, an individual

MSV Carriers

Mustafa Dayib Ali, an individual

New Vision Foundation

Smart Therapy Center LLC

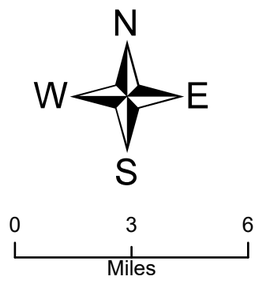
Stillwater Masonry Restoration Inc

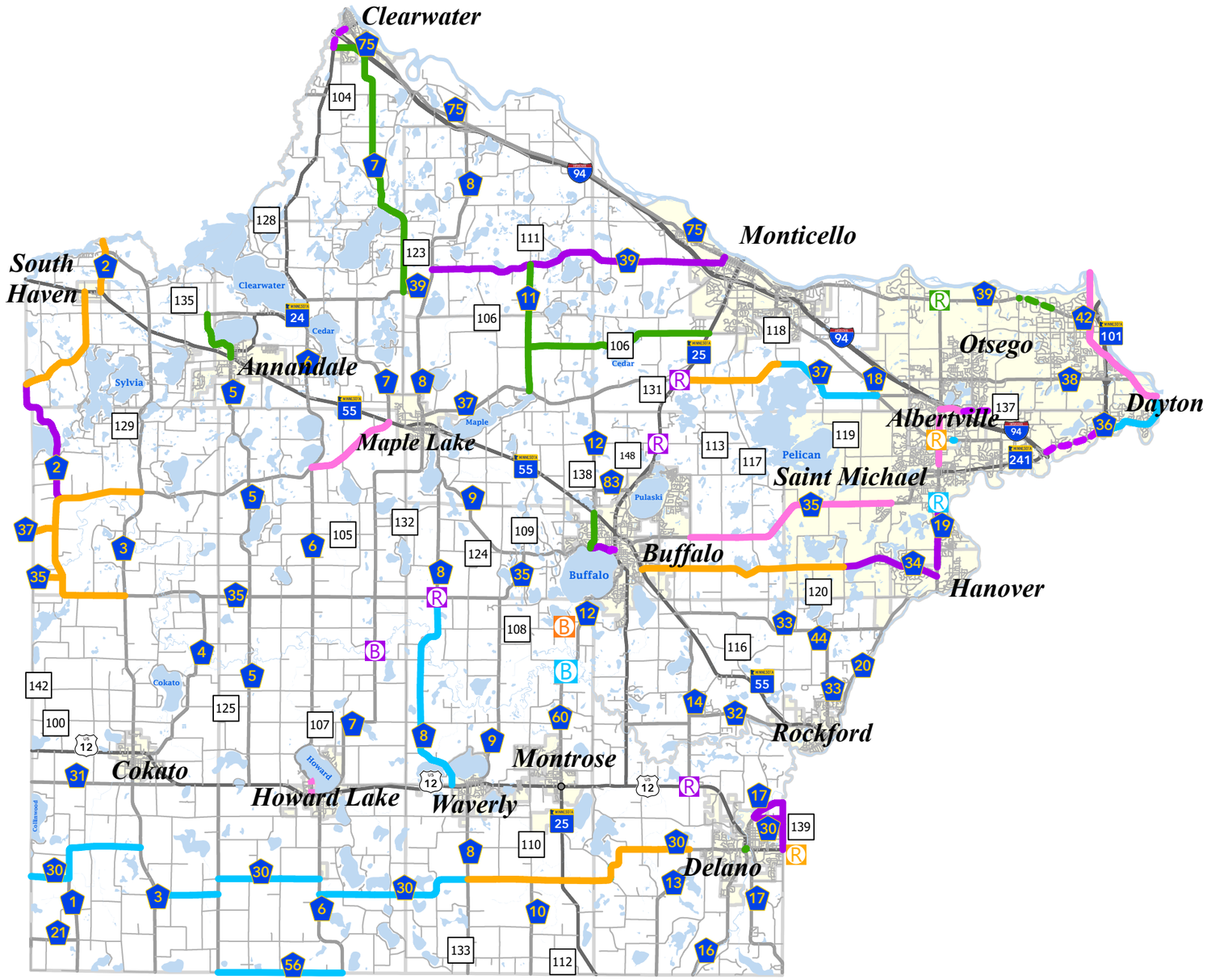
Susie's Contracting, Inc.

Task Force Inc.

Tazzano El Amin Champion, an individual

Wright County 2026-2030 5-Year Plan





Legend

2026
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2027
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2028
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2029
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2030
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
CHAD HAUSMANN

Requestor Title
HIGHWAY ENGINEER

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
3 MIN

Originator
LLG7383

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize Signatures on a Purchase Agreement for PID #114-800-023103

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize Signatures on a Purchase Agreement for PID #114-800-023103

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
Future road expansion.

Describe the impact on staffing resources.
NA

Fiscal Impact:
Local Option Sales Tax Money

Background/Justification:
The property owners of PID 114-800-023103 are willing sellers. The parcel is located in the corner of a busy intersection. Purchase of the property will allow room for future road expansion, will improve sight distance at the intersection and will provide significant long-term cost savings. The County Board gave approval to move forward with entering into a purchase agreement during the January 13, 2026 Transportation Committee of the Whole meeting.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (2)

Document Name	Attachment Type
1PURCHASE AGREEMENT - Breun.docx	Attachment
Subject_Property_ (1).pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

PURCHASE AGREEMENT

The following Agreement is made by and between the County of Wright (hereinafter referred to as "Buyer"), and Paul J. Breun and Robin R. Breun, (hereinafter referred to as "Sellers").

In consideration of the mutual covenants and agreements made between the parties and contained herein, the parties hereby agree as follows:

1. **SUBJECT PROPERTY**. Buyer agrees to purchase from Sellers the following described real estate located in the County of Wright and State of Minnesota, to-wit:

   See attached Exhibit A.

2. **PURCHASE PRICE.** Buyer shall pay to Sellers a total of $252,500.00, with the entire purchase price to be paid to Sellers at the closing.

3. **MOVING EXPENSES.** Buyer shall pay to Sellers $5,000.00 for Seller's moving expenses. The moving expenses shall be paid by Buyer to Seller at closing.

4. **DEED.** This purchase shall be accomplished with Sellers giving a Warranty Deed for the Subject Property to Buyer upon Closing to be scheduled. Sellers shall execute and deliver a Warranty Deed conveying marketable title, subject to:

   a. Building and zoning laws, ordinances, State and Federal regulations;

   b. Exceptions to title which constitute encumbrances, restrictions, or easements of record;

   c. Exceptions to title not of record which are disclosed to Buyer and approved by Buyer;

   d. Matters disclosed in any survey of the Property or which a correct survey of the Property would show.

   e. Property Taxes and Assessments.

5. **CLOSING.** The Closing shall occur on or before May 1, 2026, with delivery of all papers and monies to be made at such place as is mutually agreed to by the parties. The Closing date as established above may be extended to a later date, as mutually agreed to by the parties, in writing.

6. **POSSESSION/ACCESS RIGHTS.** Sellers shall retain possession of the property until the Closing date. Seller gives Buyer and its authorized agents the right, during the period prior to the Closing date, to enter in and upon the Subject Property in order to make, at Buyer's expense, any surveys, measurements, soil tests and other tests, and to do any construction work related to the County State Aid Highway 36 reconstruction project that Buyer shall deem necessary.

7. **UTILITIES.** Sellers shall be responsible for the cost of any and all utilities provided to the Subject Property until the Closing date.

8. **TITLE INSURANCE BY SELLER.** Sellers shall, within a reasonable time after acceptance of this Agreement, furnish a title insurance commitment certified to date to include proper searches covering bankruptcies, state and federal judgments and liens, and levied and pending special assessments. Sellers are not required to provide an abstract of title. Buyer shall pay all costs associated with the issuance of such commitment. Buyer shall pay the premium for the owner's policy of title insurance. The commitment for title insurance shall be issued in the full amount of the Purchase Price by a title insurance company in good standing and duly authorized to do business in Minnesota ("Title Insurer").

9. **CLOSING COSTS.** Closing costs, including, but not limited to, drafting of deeds, title insurance, contracts and related documents, surveys, deed taxes and recording fees shall be the responsibility of Buyer.

10. **SELLER'S COVENANTS, REPRESENTATIONS AND WARRANTIES.**

Sellers do hereby covenant, warrant and represent to the Buyer as follows:

a. To Seller's actual knowledge, Sellers have or as of the date of Closing will have marketable and insurable title to the Subject Property, free and clear of all liens, encumbrances, leases, claims and charges, all material easements, rights-of-way, covenants, conditions and restrictions and any other matters affecting the title, except for the Permitted Exceptions.

b. As of the date of Closing there will be no outstanding or unpaid claims, actions or causes of action related to any transaction or obligation entered into or incurred by Sellers with respect to the Subject Property prior to the date hereof.

c. Sellers represent to Buyer that Sellers have not engaged the services of any broker in connection with the sale of the Subject Property, and Sellers agree to indemnify and hold harmless Buyer with respect to any claim for commission or fee due or alleged to be due by a broker or real estate sales agency with respect to this transaction.

d. Sellers warrant that there has been no labor or material furnished to the Subject Property for Sellers for which payment has not been made.

e. To Seller's actual knowledge, there are no underground storage tanks on the Subject Property.

f. To Seller's actual knowledge, there is no action, litigation, investigation, condemnation or other proceedings of any kind pending or threatened against Sellers with respect to the Subject Property.

g. To Seller's actual knowledge, no toxic materials, hazardous wastes or hazardous substances, as such terms are defined in the Resource Conservation and Recovery Act of 1996, as amended (42 U.S.C. §6901, et seq.) or in the Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended (42 U.S.C. §9601, et seq.), including, without limitation, any asbestos or asbestos-related products or materials and any oils, petroleum-derived compounds or pesticides ("Hazardous Materials") have been generated, treated, stored, released or disposed of or otherwise placed, deposited in or located on the Subject Property; and the Subject Property is free of Hazardous Materials and is not subject to any "superfund" type liens or claims by governmental regulatory agencies or third parties arising from the release or threatened release of hazardous substances in, on, or about the Subject Property.

11. **TAXES.** Real property taxes for the Subject Property shall be prorated as of the date of Closing.

12. **ASSIGNMENT.** This Agreement and any rights hereunder may not be assigned by Buyer or Seller to any other person or entities, except with the written consent of the other party.

13. **WELL DISCLOSURE.** Sellers shall disclose the existence and location of any wells on the Subject Property and shall indicate if any wells have been properly sealed.

14. **INDIVIDUAL SEPTIC SYSTEM DISCLOSURE.** Sellers shall disclose to Buyer any information that they have regarding the construction, location and condition of any individual sewage treatment system on or serving the Subject Property.

15. **SURVIVAL.** It is the intention of the parties that the warranties and indemnifications contained in the following sections shall survive and be enforceable following the Closing: Sections 6, and 9.

16. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which when so executed and delivered shall be an original, but together shall constitute

one and the same instrument.

17. **ENTIRE AGREEMENT; MODIFICATION.** This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Subject Property. There are no verbal agreements that change this Agreement and no modification of any of its terms will be effective unless in a writing executed by the parties.

This Agreement shall be binding upon and shall inure to the benefit of Seller and Buyer and their respective successors, heirs and assigns.

IN WITNESS WHEREOF, The parties hereto have executed this Agreement.

SELLERS

Sellers agree to sell the Subject Property for the price and terms and conditions set forth above.

Dated: _____ _____
Paul J. Breun

Dated: _____ _____
Robin R. Breun

BUYER

Buyer agrees to buy the Subject Property for the price and terms and conditions set forth above.

Dated: _____ _____
Darek Vetsch, Chairperson, County Board

_____
Greg T. Kryzer, County Administrator

Exhibit A

LEGAL DESCRIPTION

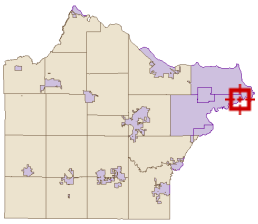
All that part of the Southwest Quarter (SW1/4) of Section Two (2), Township One Hundred Twenty (120), Range Twenty-three (23), Wright County, Minnesota, described as commencing at the North Quarter corner of said Section Two (2); thence South 1 degree 09 minutes 41 seconds East, assumed bearing, along the North and South Quarter line of said Section Two (2) for a distance of 3160.67 feet to intersect the centerline of County Highway No. 36 as laid out and traveled on April 16, 1982; thence South 71 degrees 22 minutes 53 seconds West along said centerline a distance of 310.28 feet; thence continue along said centerline being a tangential curve to the right, radius 1241.23 feet, central angle 19 degrees 12 minutes 53 seconds and length 416.17 feet; thence North 89 degrees 24 minutes 28 seconds West along said centerline and tangential to said curve for 280.22 feet to the Northwest corner of Quam Avenue N.E. as laid out in the duly recorded plat of CROW HEIGHTS, said Wright County, said point also being the actual point of beginning of the land to be hereby described; thence South 0 degrees 35 minutes 32 seconds West along the West line of said Quam Avenue N.E. for a distance of 115.88 feet, more or less, to the most Northeasterly corner of Lot Three (3), Block One (1), of said CROW HEIGHTS; thence South 78 degrees 42 minutes 32 seconds West along part of the Northerly line of said Lot Three (3) for 66.84 feet, more or less, to an angle point in said Northerly line; thence North 5 degrees 53 minutes 28 seconds West along part of said Northerly line of Lot Three (3) for 50.34 feet, more or less, to an angle point in said Northerly line; thence South 70 degrees 31 minutes 32 seconds West along part of said Northerly line for 199.01 feet, more or less, to the Northwest corner of said Lot Three (3); thence North 4 degrees 54 minutes 28 seconds West along the Easterly line of Lot Two (2) of said Block One (1) and the Northerly extension thereof for 148.95 feet, more or less, to intersect said centerline of County Road 36; thence Easterly along said centerline, being a curve concave to the South, radius 1527.89 feet, central angle 0 degrees 17 minutes 49 seconds, length 7.92 feet, the chord of said curve bears South 89 degrees 33 minutes 22 seconds East, to the point of tangency of said curve; thence South 89 degrees 24 minutes 28 seconds East along said centerline for 263.82 feet, more or less, to the point of beginning. According to the U.S. Government Survey thereof.

Containing 0.71 acres, more or less, subject to that part thereof taken for said County Road No. 36.

Beacon™ Wright County, MN

Subject Property





Parcel ID	114800023103	**Alternate ID**	(1402) CITY OF ST MICHAEL-0728	**Taxpayer Address**	16295 45TH ST NE
Sec/Twp/Rng	02-120-023	**Class**	201 - 1A/1B/4BB RESIDENTIAL SINGLE UNIT		PAUL J & ROBIN R BREUN
Property Address	16295 45TH ST NE ST MICHAEL	**Acreage**	0.76 Acres		

District 0100 - SINGLE FAMILY

Brief Tax Description SECT-02 TWP-120 RANGE-023 UNPLATTED LAND ST MICHAEL2 TH PRT OF SW1/4 DES COM N1/4 COR TH S1D09'41"E ALG N&S LN 3160.67FT TO INT/SEC CTRLN OF CTY RD#36 TH S71D22'53"W ALG SD CTRLN 310.28FT TH CONT ALG SD CTRLN BEING TAN CRV TO R RAD 1241.23FT CTRL AGL 19D12' 53" &LEN 416.17FT TH N89D24' 28"W ALG SD CTRLN &TAN TO SD CRV 280.22FT TO NW COR OF QUAM AV NE SD PT BNG POB TH S0D35' 32"W ALG W LN OF QUAM AV 115.88FT TO NELY COR OF LT3 BLK1 CROW HTS TH S78D42'32"W ALG PRT OF NLY LN OF SD LT3 66.84FT TO AGL PT TH N5D53'28" W 50.34FT TO AGL PT TH S70D31' 32"W ALG R OF NLY LN 199.01FT TO NW COR OF SD LT3 TH N4D54' 28"W ALG ELY LN OF LT2 BLK1 & NLY EXT TH/OF 148.95FT TO INT/SEC SD CTRLN OF CTY RD 36 TH ELY ALG SD CTRLN BNG CRV CONCV S RAD 1527.89FT CTRL AGL 0D17'49" LEN TH 7.92FT CHRD OF SD CRV BRS S89D33'22"E TO PT OF TAN OF SD CRV TH S89D24'28" E ALG SD CTRLN 263.82FT M/L TO POB
(Note: Not to be used on legal documents)

Date created: 3/31/2026
Last Data Uploaded: 3/31/2026 3:52:54 AM

Developed by SCHNEIDER GEOSPATIAL

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
CHAD HAUSMANN

Requestor Title
HIGHWAY ENGINEER

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
3 MIN

Originator
LLG7383

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize the County Administrator to sign a Lease Agreement for County owned property, PID #114-800-023103

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize the County Administrator to sign a Lease Agreement for County owned property, PID #114-800-023103

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.
NA

Fiscal Impact:
NA

Background/Justification:
If the County Board approves the purchase agreement of PID #114-800-023103, the County will be leasing the property to the current owners until they are able to find replacement housing or until July 31, 2026.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
2LEASE AGREEMENT - Breun.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

LEASE AGREEMENT

This LEASE AGREEMENT is made and entered into on a date to coincide with the date of closing, by and between the County of Wright, a political subdivision of the State of Minnesota, Wright County Government Center, 3650 Braddock Ave NE, Buffalo, Minnesota 55313 (hereinafter referred to as "Lessor"), and Paul J. Breun and Robin R. Breun (hereinafter referred to as "Lessee").

WITNESSETH:

WHEREAS, the Lessor owns 16295 45th Street NE, St. Michael, Minnesota, (hereinafter referred to as “Property”); and

WHEREAS, the Lessee will Lease the Property from the Lessor until a date specified below or until Lessee has moved to a new location, whichever comes first; and

NOW, THEREFORE, it is agreed between the parties as follows:

1. **LEASE OF PREMISES**. Subject to the terms and conditions contained herein, the Lessor hereby leases to Lessee and Lessee hereby leases from Lessor, the Property at 16295 45th Street NE, St. Michael, Minnesota.

2. **TERMS AND FEES.** The terms and fees of this Lease shall be for a term of month-to-month, coinciding with the date of closing (hereinafter "commencement date"), and terminating on the 31st day of July 2026. There shall be no lease fee for the duration of this agreement. Notwithstanding anything herein to the contrary, Lessee may terminate this Lease upon seventy-two (72) hours advance written notification to the Lessor.

3. **MAINTENANCE, REPAIRS AND UTILITIES.** Lessee shall be solely responsible for the maintenance, repair and utilities of the Property.

4. **INDEMNIFICATION.** Except for losses, damages, and claims arising out of the act or omissions of Lessor or Lessor's officers, commissioners, agents, contractors, and employees acting within the scope of their employment or agency, Lessee shall indemnify and hold harmless Lessor and its commissioners, officers, agents, contractors, and employees from and against any and all claims (including attorney fees) arising from Lessee's use of the leased premises, or from the conduct of Lessee's business, or from any activity, work, or thing done by Lessee in or about the leased premises. Lessee shall

also indemnify and hold harmless Lessor and its commissioners, officers, agents, contractors, and employees from and against any and all claims arising from any breach or default in the performance of any obligation on Lessee's part to be performed under the terms of this Lease, or arising from any negligence of Lessee, or any claim, action, or proceeding brought thereon; and in case any action or proceeding is brought against Lessor and/or any of its commissioners, officers, agents, contractors, or employees by reason of any such claim, Lessee, upon notice from Lessor, shall defend the same at Lessee's expense by counsel acceptable to Lessor in its reasonable direction.

5. **INSURANCE.** Lessee agrees to procure an insurance policy to include property and liability coverage. A "Renters Insurance Policy" is an example of acceptable coverage. Lessees may choose the level of personal property coverage they deem necessary to cover possessions they wish to protect against all losses, regardless of peril. Lessees are also required to procure liability insurance in the amount of $2,000,000 and name Wright County as an additional insured under section II. Lessees may supplement liability coverage with the use of a Liability Umbrella policy to stack limits of coverage.

6. **NOTICE.** Any notice, demand, request, or other instrument required or permitted to be given under this Lease, shall be in writing and, except as otherwise expressly provided in this Lease, shall be deemed to have been given when delivered in person or when sent by United States certified or registered mail, postage paid, return receipt requested, or when sent by a reputable overnight courier service, addressed to the other party as follows:

Lessee: Robert and Kelly Welch
16295 45th Street NE
St. Michael, MN 55376

Lessor: Assistant Wright County Engineer
Wright County Highway Department
3600 Braddock Avenue NE
Buffalo, MN 55313

Either party may designate another or a different address for notices to such party by giving notice of such change to the other party in a written notice. Any notice given in any manner other than as specified in this section shall be deemed to have been given only when actually received by the addressee.

7. **ENTIRE AGREEMENT.** This Lease sets forth the entire agreement between the parties with regard to leasing the leased premises. Any prior conversations or writings are merged herein and extinguished. No amendment to this Lease shall be binding upon Lessor or Lessee unless in writing and signed by the party sought to be bound by such amendment.

Sara Buermann; Assistant Wright County Engineer Date

Greg Kryzer; County Administrator Date

Paul J. Breun Date

Robin R. Breun Date

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Chad Hausmann

Requestor Title
Highway Engineer

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
SCB7391

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Agreement No. PW 57-73-25 with Hennepin County to provide for a 50/50 cost split for the CR 139 (County Line Road) Pavement Improvements

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Agreement No. PW 57-73-25 with Hennepin County to provide for a 50/50 cost split for the CR 139 (County Line Road) Pavement Improvements

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
Pavement preservation will provide structural integrity and long-term durability of the roadway.

Describe the impact on staffing resources.
Highway staff time to administer the contract.

Fiscal Impact:
The total estimated value of the work is $411, 381.71. The total cost will be split equally between Wright County (LOST) and Hennepin County.

Background/Justification:
The agreement with Hennepin County provides for reimbursement of cost to Wright Count for 1/2 the cost of the CR 139 Pavement Preservation project in Delano.
Agreement and Resolution attached.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (3)

Document Name	Attachment Type
4.7.26.Resolution.PW 57-73-25.139 split MLO.pdf	Attachment
4.7.26.Agree.PW 57-73-25 Wright County Mill Overlay.pdf	Attachment
2026-2030 5 Year Plan_1.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

Hennepin County Agreement No. PW 57-73-25
Hennepin County Project No. 4613900
Wright County Project No. 086-139-093
Hennepin and Wright County Road 139
County of Wright
County of Hennepin

CONSTRUCTION COOPERATIVE AGREEMENT

This Agreement is made between the **County of Hennepin**, a body politic and corporate under the laws of the State of Minnesota, hereinafter referred to as the "Hennepin County", and the **County of Wright**, a body politic and corporate under the laws of the State of Minnesota, hereinafter referred to as "Wright County". Hennepin County and Wright County collectively are referred to as the "Parties".

Recitals

The following Recitals are incorporated into this Agreement.

1. Hennepin County and Wright County jointly own a segment of County Road (CR) 139 (County Line Road) between Minnesota State Highway 12 and Hennepin County State Aid Highway ("Hennepin CSAH") 50/Wright County State Aid Highway ("Wright CSAH") 17, (the "Roadway").

2. The Parties previously entered into a cooperative maintenance agreement to outline each party's ownership and maintenance responsibilities of the Roadway (Hennepin County Agreement No. PW 28-73-24).

3. The Parties desire to conduct a pavement preservation project to improve and maintain the structural integrity and long-term durability of the Roadway, which includes mill and overlay and restriping on CR 139 as shown in Wright County Project No. 086-139-093, (Hennepin County Project (CP) 4613900) as further illustrated in the attached Exhibit B (Project Plan Title Sheet), and which shall hereinafter be referred to as the "Project".

4. The parties agree to enter into this Agreement to memorialize the partnership and to outline each party's financial responsibilities for the Project.

5. Wright County shall be the lead agency in Project design, engineering, and construction administration, and shall be responsible for acquiring all necessary right-of way and governmental agency-required permits needed for the Project.

6. Wright County has prepared an Engineer's Estimate of quantities and unit prices for the above described Project, and a copy of the Engineer's Estimate and an estimated Division of Cost

Summary, marked Exhibit A, is attached hereto.

7. The Project will be carried out by the Parties under the provisions of Minnesota Statutes, Section 162.17, Subdivision 1, and Section 471.59.

Agreement

NOW, THEREFORE, the Parties agree as follows:

1. Term of Agreement, Survival of Terms, and Exhibits.

1.1. Effective Date. This Agreement is effective as of the date of the final signature.

1.2. Expiration Date. This Agreement will expire after the date in which all obligations have been satisfactorily fulfilled.

1.3. Survival of Terms. Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement do survive such term, cancellation or termination. Such provisions include but are not limited to: Maintenance Responsibilities, Records/Audits, Indemnification, Insurance, Worker Compensation Claims, Cancellation, Termination, and Minnesota Laws Govern.

1.4. Exhibits. All exhibits are attached and incorporated into this Agreement.

1.4.1 Exhibit A (Division of Cost Summary)

1.4.2 Exhibit B (Project Plan Title Sheet)

1.4.3 Exhibit C (Project Plan Layout)

2. Project Construction.

2.1. Contract Award and Administration. Wright County or its agents shall prepare the necessary Project plans, specifications, and proposal; obtain approval of the plans and specifications from the County; advertise for bids for the work and construction; receive and open bids pursuant to the advertisement; enter into a contract with the successful bidder at the unit prices specified in the bid of such bidder; administer the contract; and perform the required engineering and inspection; all in accordance with the plans and specifications set forth below.

2.2. Plans and Specifications.

2.2.1 Design Work. All design work performed by Wright County and its agents shall be prepared and certified by a Professional Engineer licensed in the State of Minnesota.

All designs which affect Hennepin County and/or Wright County facilities shall conform to the Minnesota Department of Transportation (MnDOT) Design Standards applicable to County State Aid Highways and to the requirements of the Americans with Disabilities Act (ADA) standards, and be approved by Hennepin County Engineer and/or Wright County Engineer respectively.

2.2.2 Plan Numbers (S.A.P.#/S.P.#). Not applicable to the Project.

2.2.1 Request for Copies of Plans. At the request of Hennepin County, Wright County or its agents shall furnish Hennepin County with any working copies of any plans, designs or reports at any time during the Project design process. Upon completion of the Project, Wright County or its agents shall furnish Hennepin County with a complete set of as-built plans certified as to their accuracy by the Wright County Engineer and shall be submitted to Hennepin County Public Works Transportation Project Delivery Design and Operations Asset Management Divisions.

2.2.2 Plan Review and Approval. Wright County shall furnish Hennepin County Public Works Transportation Project Delivery Design Division with Project plans and specifications for review and approval as follows: electronic submittals at 60%, 90%, and 100%; comment response letter with 90% and 100% package; electronic copy of plans at 100% for County permit approval.

2.3. Construction Supervision and Inspection. Wright County or its agents will administer the construction contract, perform all necessary engineering, inspection, and testing of all the Project work. All work for the Project shall be completed in compliance with Hennepin County approved plans and specifications. The Hennepin County Engineer or a designated representative shall have the right, as the work progresses, to enter upon the job site to make any inspections deemed necessary and shall cooperate with the Wright County Engineer and staff at their request to the extent necessary, but will have no responsibility for the supervision of the work.

2.4. Plan Changes and Additional Construction.

2.4.1 Plan Changes. Hennepin County agrees that Wright County may make changes in the plans or in the character of the Project construction that are reasonably necessary to cause the construction to be in all things performed and completed in a satisfactory manner, subject to Hennepin County's rights under Subsection 2.4.2 and the limitations and restrictions on Hennepin County's cost participation provided in Section 3.

2.4.2 Review Proposed Changes. Hennepin County shall have the right to review any proposed changes to the plans and specifications as they relate to Hennepin County's cost participation prior to the work being performed, except in emergencies, and in those instances where the proposed changes necessitate a re-engineering of the design and/or

specifications, Wright County shall submit the re-engineered design and/or specifications to Hennepin County. The Hennepin County Engineer or designated representative shall respond to Wright County's request for approval to authorize the issuance of any negotiated change orders or supplemental agreements prepared by Wright County that affect Hennepin County's share of the construction cost within a reasonable time frame, subject to the limitations and restrictions on Hennepin County's cost participation provided in Section 3.

2.5. Right of Way/Permit. Not applicable.

2.6. Traffic Signal. Not applicable.

2.7. Detours. Not applicable.

3. Cost Participation. Hennepin County will participate in the construction costs for the Project as provided herein.

3.1. Estimated Hennepin County Cost Participation. For informational purposes only: Hennepin County's cost participation ("Hennepin County Cost Participation") is based on the bids received by Wright County and Division of Cost Summary (Exhibit A). The Hennepin total County Cost Participation is estimated to be approximately $255,000.00 for the Project.

3.2. Hennepin County Construction Costs and Exhibit A Unit Prices. Hennepin County shall reimburse Wright County for fifty (50) percent of the construction costs for the Project. The unit prices set forth in the contract with the successful bidder ("Actual Bid Construction Cost") and the final quantities as measured by Wright County Engineer's designated representatives after Project construction, shall govern in computing the total final contract construction cost ("Final Project Construction Cost"). The Actual Bid Construction Cost and the Final Project Construction Cost will be used to apportion and calculate the Hennepin County Construction Cost Participation. In addition, 10% for Design Engineering and 12% for Construction Administration will be calculated based on the final construction costs. The Actual Bid Construction Cost and the Final Project Construction Cost shall be subject to the review and approval of the Hennepin County Engineer.

4. Payment.

4.1. Amount Due. Hennepin County, subject to the provisions stipulated in this Agreement, agrees to pay Hennepin County Cost Participation as described herein.

4.2. When to Invoice. Upon completion of the Project, Wright County shall notify Hennepin County and submit an invoice for one hundred percent (100%) of the Hennepin County Cost Participation for the Project under this Agreement.

4.3. What to include in the invoice. The invoice shall include: date of invoice, invoice number, name of the Hennepin County project manager (Trudy Elsner), project name, county project number (CP 4613900), contract number, and purchase order number. For the final invoice, Wright County shall provide Hennepin County with the Final Distribution of Costs document, complete as built plans, and a receipt of payment, prior to requesting payment.

4.4. Where to Send Invoice. The invoice shall include: date of invoice, invoice number, the County project manager (Mrs. Trudy Elsner, P.E.), project name (CR 139 Project), County project number (CP 46139000), contract agreement number (PW 57-73-25).

Invoices and supporting documentation should be sent by email to obf.internet@hennepin.us or by mail to: Hennepin County Accounts Payable, P.O. Box 1388, Minneapolis MN 55440-1388. An electronic copy of all invoices and project documentation should also be submitted to transp.invoices@hennepin.us.

Hennepin County Accounts Receivable
Mail Code 131
300 South 6th St
Minneapolis, MN 55487

4.5. Approval and Payment. Upon approval and acceptance of the completed Project by the Hennepin County Engineer or designated representative, Hennepin County shall reimburse the Wright County for its share of the costs for the Project under this Agreement. The Parties understand and agree that payment will be made within 45 days of receipt of invoice on or after January 2nd, 2027.

5. Wright County's Maintenance Responsibilities. To be managed per the existing County of Hennepin/County of Wright Road and Traffic Signal Maintenance Agreement PW 28-73-24.

6. Hennepin County's Maintenance Responsibilities. . To be managed per the existing County of Hennepin/County of Wright Road and Traffic Signal Maintenance Agreement PW 28-73-24.

7. Authorized Representatives. In order to coordinate the services of Hennepin County with the activities of Wright County and vice versa so as to accomplish the purposes of this Agreement, the Hennepin County Highway Engineer or designated representative and the Wright County Engineer or designated representatives shall manage this Agreement on behalf of Hennepin County and Wright County.

County of Hennepin:
Carla Stueve
County Highway Engineer
Hennepin County Public Works
1600 Prairie Drive, Medina, MN 55340
Office: 612-596-0356

Carla.Stueve@hennepin.us

County of Wright:
Chad Hausmann
Wright County Highway Engineer
Wright County Highway Building
3600 Braddock Avenue NE, Buffalo, MN 55313
Office: 763-682-7388
Chad.Hausmann@wrightcountymn.gov

8. Assignment, Amendments, Default, Waiver, Agreement Complete, Cancellation or Termination.

8.1. Assignment. Wright County shall not assign, subcontract, transfer or pledge this Agreement and/or the services to be performed hereunder, whether in whole or in part, without the prior written consent of Hennepin County.

8.2. Amendments. Any alterations, variations, modifications or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the Parties hereto.

8.3. Default. If Wright County fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute a default. Unless Wright County's default is excused by Hennepin County, Hennepin County may upon written notice immediately cancel this Agreement in its entirety.

8.4. Waiver. Hennepin County's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.

8.5. Agreement Complete. The entire Agreement between the Parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

8.6. Cancellation or Termination. This Agreement may be terminated or cancelled by each party by mutual agreement with or without cause by either party upon thirty (30) day written notice. This Agreement shall be terminated or cancelled by either party upon a material breach by the other party. In the event of a termination or cancellation, the Parties will remain responsible for cost participation as provided in this Agreement for obligations incurred up through the effective date of the termination or cancellation, subject to any equitable adjustment that may be required to account for the effects of a breach.

9. Indemnification.

9.1. Wright County Indemnifies Hennepin County. Wright County agrees to defend, indemnify and hold harmless Hennepin County, its officials, officers, agents, volunteers, and employees from any liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorneys' fees, resulting directly or indirectly from any act or omission of Wright County or Wright County's consultant or sub-consultant, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this Agreement, and against all loss by reason of the failure of Wright County to perform fully, in any respect, all obligations under this Agreement. Wright County's liability shall be governed by the provisions of Minnesota Statutes, Chapter 466 or other applicable law.

9.2. Hennepin County Indemnifies Wright County. Hennepin County agrees to defend, indemnify and hold harmless Wright County, its officials, officers, agents, volunteers, and employees from any liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorneys' fees, resulting directly or indirectly from any act or omission of Hennepin County or Hennepin County's consultant or sub consultant, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this Agreement, and against all loss by reason of the failure of Hennepin County to perform fully, in any respect, all obligations under this Agreement. Hennepin County's liability shall be governed by the provisions of Minnesota Statutes, Chapter 466 or other applicable law.

10. Insurance. Hennepin County and Wright County agree that any future contract let by the Parties for the performance of any of the work included hereunder shall include clauses that will: 1) Require the contractor to indemnify and hold Hennepin County and Wright County, their commissioners, officers, agents and employees harmless from any liability, claim, demand, judgments, expenses, action or cause of action of any kind or character arising out of any act or omission of the contractor, their officers, employees, agents or subcontractors; 2) Require the contractor to be an independent contractor for the purposes of completing the work provided for in this Agreement; and 3) Require the contractor to provide and maintain enough insurance so as to assure the performance of its indemnification and hold harmless obligation:

	Limits
(1) Commercial General Liability on an occurrence basis with contractual liability coverage:	
General Aggregate	$2,000,000
Products - Completed Operations Aggregate	$2,000,000
Personal and Advertising Injury	$1,500,000
Each Occurrence - Combined Bodily Injury and Property Damage	$1,500,000

Hennepin County and Wright County shall be named as an additional insured for the Commercial General Liability coverage with respect to operations covered under this Agreement.

(2) Automobile Liability:

Combined Single limit each occurrence coverage or the equivalent covering owned, non-owned, and hired automobiles:	$1,500,000

(3) Workers' Compensation and employer's Liability:

Workers' Compensation: If the contractor is based outside the State of Minnesota, coverage must apply to Minnesota laws.	Statutory
Employer's Liability. Bodily injury by:	
Accident – Each Accident	$500,000
Disease – Policy Limit	$500,000
Disease - Each Employee	$500,000

(4) Professional Liability – Per Claim and Aggregate: $2,000,000

The above listed Professional Liability insurance will not be required in any construction contract let by Wright County if Wright County's contractors are not required to perform design engineering as part of the construction contract.

An umbrella or excess policy over primary liability coverages is an acceptable method to provide the required insurance limits.

The above subparagraphs establish minimum insurance requirements. It is the sole responsibility of Wright County's contractors to determine the need for and to procure additional insurance which may be needed in connection with the Project.

All insurance policies shall be open to inspection by Hennepin County and copies of policies shall be submitted to Hennepin County upon written request.

11. Worker Compensation Claims.

11.1. Wright County's Employees. Any and all employees of Wright County and all other persons engaged by Wright County in the performance of any work or services required or provided for herein to be performed by Wright County shall not be considered employees of Hennepin County, and any and all claims that may or might arise under the Workers' Compensation Act or the Unemployment Compensation Act of the State of Minnesota on behalf of the employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of the employees while so engaged on any of the work or services provided to be rendered herein shall in

no way be the obligation or responsibility of Hennepin County.

11.2. Hennepin County's Employees. Any and all employees of Hennepin County and all other persons engaged by Hennepin County in the performance of any work or services required or provided for herein to be performed by Hennepin County shall not be considered employees of Wright County, and any and all claims that may or might arise under the Workers' Compensation Act or the Unemployment Compensation Act of the State of Minnesota on behalf of the employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of the employees while so engaged on any of the work or services provided to be rendered herein shall in no way be the obligation or responsibility of Wright County.

12. Records/Audits. Wright County and Hennepin County mutually agree that the other party, the State Auditor or any of their duly authorized representatives at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, records, etc., which are pertinent to the Project and the accounting practices and procedures which involve transactions relating to this Agreement.

13. Nondiscrimination. The provisions of Minnesota Statute Section 181.59 and any applicable local ordinance relating to civil rights and discrimination and the Affirmative Action Policy statement of Hennepin County shall be considered a part of this Agreement as though fully set forth herein.

14. Counterparts/Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement and all of which, when taken together, will be deemed to constitute one and the same agreement. The facsimile, email or other electronically delivered signatures of the Parties shall be deemed to constitute original signatures, and facsimile or electronic copies hereof shall be deemed to constitute duplicate originals.

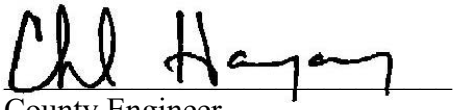
15. Minnesota Laws Govern. The laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the Parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the Parties will be in the appropriate federal court within the State of Minnesota.

IN TESTIMONY WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective duly authorized officers and agree to be bound by the provisions herein set forth.

Hennepin County Agreement No. PW 57-73-25
Hennepin CR 139; C.P. 4613900
Wright CR 139; C.P. 086-139-093

COUNTY OF WRIGHT

Recommended for Approval:



County Engineer

APPROVED:

_____
Chair, County Board

_____
County Administrator

_____
County Attorney

_____
Date

COUNTY OF HENNEPIN

ATTEST:

By:_____
Deputy/Clerk of the County Board
Date:_____

By:_____
Chair of its County Board
Date: _____

And: _____
County Administrator
Date: _____

REVIEWED BY
THE COUNTY ATTORNEY'S OFFICE:

By:_____
Assistant County Attorney
Date:_____

And:_____
Assistant County Administrator, Public Works
Date:_____

RECOMMENDED FOR APPROVAL

By:_____
County Highway Engineer
Date:_____

REVIEWED

By:_____
County Administrative Clerk

Date:_____

RECOMMENDED FOR APPROVAL

By:_____
Acting Department Director, Transportation Operations
Date:_____

EXHIBIT A
Wright County Bid Summary and Division of Cost Summary

Contract 2026 Pavement Preservation - Bid Abstract

Report Date	Bid Release	Bid Opening
3/3/2026	2/5/2026	2026-03-03T16:00:00.000Z

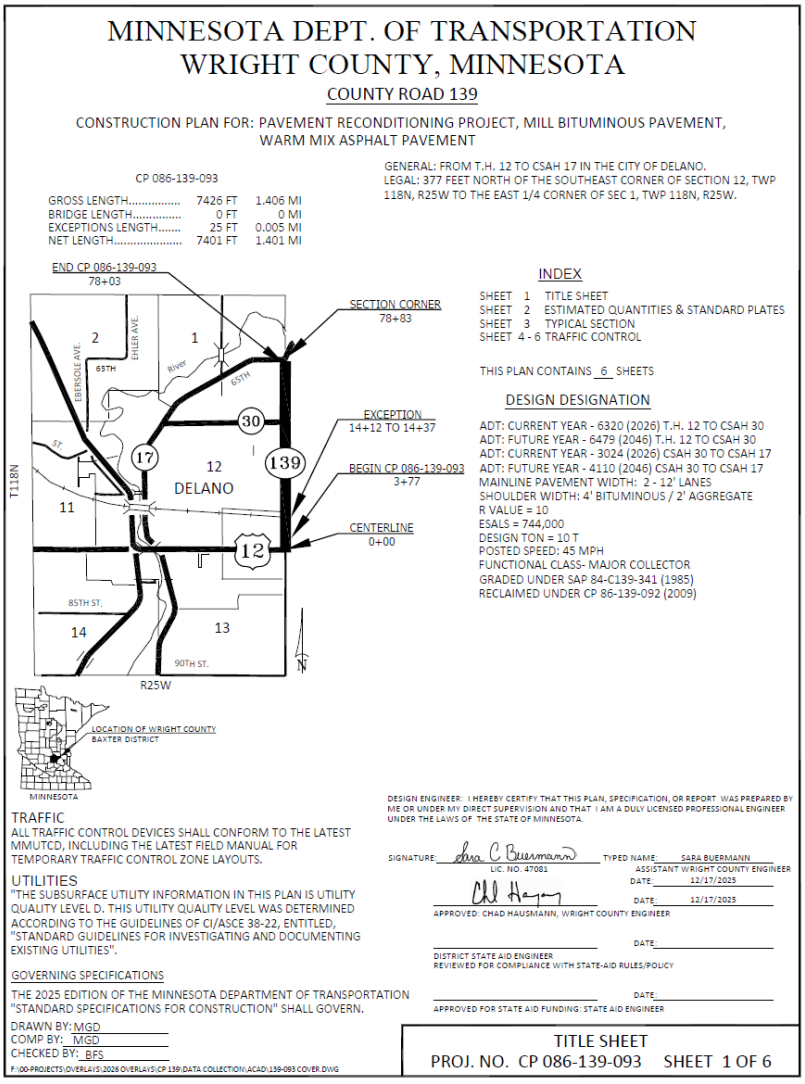
CP 086-139-093 CR 139 Overlay 2026 - CR 139 Overlay 2026

Line	Number	Description	Unit	Quantity	KNIFE RIVER Price	Total
1	2021.501	MOBILIZATION	LS	1	$5,000.00	$5,000.00
2	2021.601	RR PROTECTIVE LIABILITY INSURANCE	LS	1	$8,250.00	$8,250.00
3	2118.609	AGGREGATE SURFACING SPECIAL	TON	900	$29.00	$26,100.00
4	2232.504	MILL BITUMINOUS SURFACE	SY	342	$9.00	$3,078.00
5	2232.504	MILL BITUMINOUS SURFACE (P)	SY	23,304	$0.85	$19,808.40
6	2232.504	MILL BITUMINOUS SURFACE (1.5") (P)	SY	4,823	$1.10	$5,305.30
7	2357.606	BITUMINOUS MATERIAL FOR SHOULDER TACK	GAL	725	$3.30	$2,392.50
8	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,B)	TON	4,931	$67.00	$330,377.00
9	2563.601	TRAFFIC CONTROL	LS	1	$3,500.00	$3,500.00
10	2580.503	INTERIM PAVEMENT MARKING	LF	2,235	$0.30	$670.50
11	2582.503	4" SOLID LINE PAINT	LF	11,728	$0.12	$1,407.36
12	2582.503	6" SOLID LINE PAINT	LF	14,911	$0.15	$2,236.65
13	2582.503	8" SOLID LINE PAINT	LF	36	$0.50	$18.00
14	2582.503	24" SOLID LINE PAINT	LF	215	$4.00	$860.00
15	2582.518	PAVT MSSG PAINT	SF	274	$5.00	$1,370.00
16	2582.518	CROSSWALK PAINT	SF	336	$3.00	$1,008.00
						$411,381.71

Description	Unit	Quantity	Price	Total
50% Hennepin Co Share of Construction	LS	0.5	$ 411,381.71	$ 205,690.86
10% Design Engineering	LS	0.1	$ 205,690.86	$ 20,569.09
12% Construction Engineering	LS	0.12	$ 205,690.86	$ 24,682.90
Total				**$ 250,942.84**

Hennepin County Agreement No. PW 57-73-25
Hennepin CR 139; C.P. 4613900
Wright CR 139; C.P. 086-139-093

EXHIBIT B
Project Plan Title Sheet



MINNESOTA DEPT. OF TRANSPORTATION
WRIGHT COUNTY, MINNESOTA

COUNTY ROAD 139

CONSTRUCTION PLAN FOR: PAVEMENT RECONDITIONING PROJECT, MILL BITUMINOUS PAVEMENT, WARM MIX ASPHALT PAVEMENT

CP 086-139-093

GROSS LENGTH.....	7426 FT	1.406 MI
BRIDGE LENGTH.....	0 FT	0 MI
EXCEPTIONS LENGTH.....	25 FT	0.005 MI
NET LENGTH.....	7401 FT	1.401 MI

GENERAL: FROM T.H. 12 TO CSAH 17 IN THE CITY OF DELANO.
LEGAL: 377 FEET NORTH OF THE SOUTHEAST CORNER OF SECTION 12, TWP 118N, R25W TO THE EAST 1/4 CORNER OF SEC 1, TWP 118N, R25W.

END CP 086-139-093
78+03

SECTION CORNER
78+83

EXCEPTION
14+12 TO 14+37

BEGIN CP 086-139-093
3+77

CENTERLINE
0+00

T118N

R25W

LOCATION OF WRIGHT COUNTY
BAXTER DISTRICT

MINNESOTA

INDEX

SHEET 1 TITLE SHEET
SHEET 2 ESTIMATED QUANTITIES & STANDARD PLATES
SHEET 3 TYPICAL SECTION
SHEET 4 - 6 TRAFFIC CONTROL

THIS PLAN CONTAINS 6 SHEETS

DESIGN DESIGNATION

ADT: CURRENT YEAR - 6320 (2026) T.H. 12 TO CSAH 30
ADT: FUTURE YEAR - 6479 (2046) T.H. 12 TO CSAH 30
ADT: CURRENT YEAR - 3024 (2026) CSAH 30 TO CSAH 17
ADT: FUTURE YEAR - 4110 (2046) CSAH 30 TO CSAH 17
MAINLINE PAVEMENT WIDTH: 2 - 12' LANES
SHOULDER WIDTH: 4' BITUMINOUS / 2' AGGREGATE
R VALUE = 10
ESALS = 744,000
DESIGN TON = 10 T
POSTED SPEED: 45 MPH
FUNCTIONAL CLASS- MAJOR COLLECTOR
GRADED UNDER SAP 84-C139-341 (1985)
RECLAIMED UNDER CP 86-139-092 (2009)

TRAFFIC
ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST MMUTCD, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

UTILITIES
"THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED, "STANDARD GUIDELINES FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

GOVERNING SPECIFICATIONS
THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

DRAWN BY: MGD
COMP BY: MGD
CHECKED BY: BFS

F:\00-PROJECTS\OVERLAYS\2026 OVERLAYS\CP 139\DATA COLLECTION\ACAD\139-093 COVER.DWG

DESIGN ENGINEER: I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: Sara C Buermann LIC. NO. 47081 TYPED NAME: SARA BUERMANN ASSISTANT WRIGHT COUNTY ENGINEER DATE: 12/17/2025

Chad Hausmann DATE: 12/17/2025
APPROVED: CHAD HAUSMANN, WRIGHT COUNTY ENGINEER

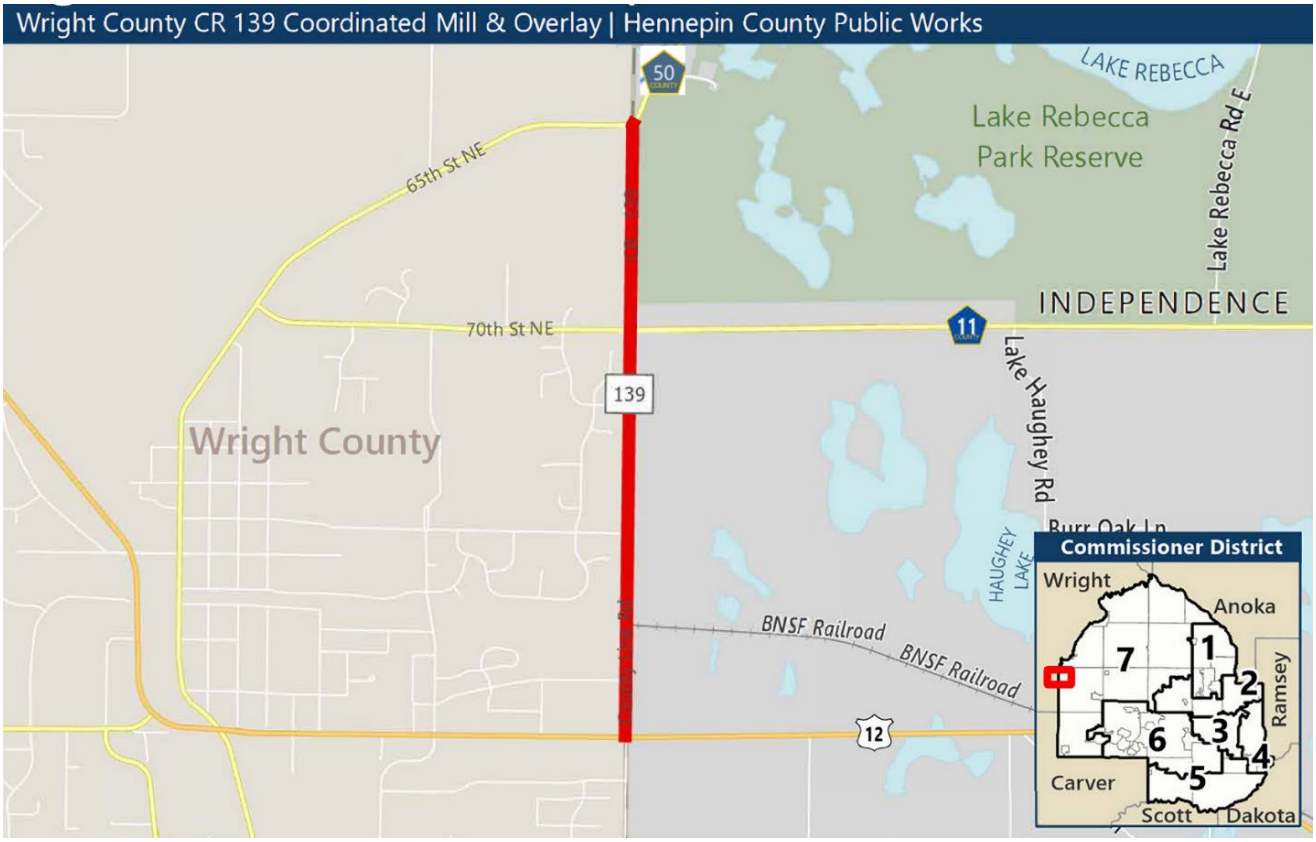
DATE:
DISTRICT STATE AID ENGINEER
REVIEWED FOR COMPLIANCE WITH STATE-AID RULES/POLICY

DATE:
APPROVED FOR STATE AID FUNDING: STATE AID ENGINEER

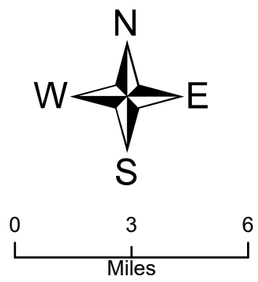
TITLE SHEET
PROJ. NO. CP 086-139-093 SHEET 1 OF 6

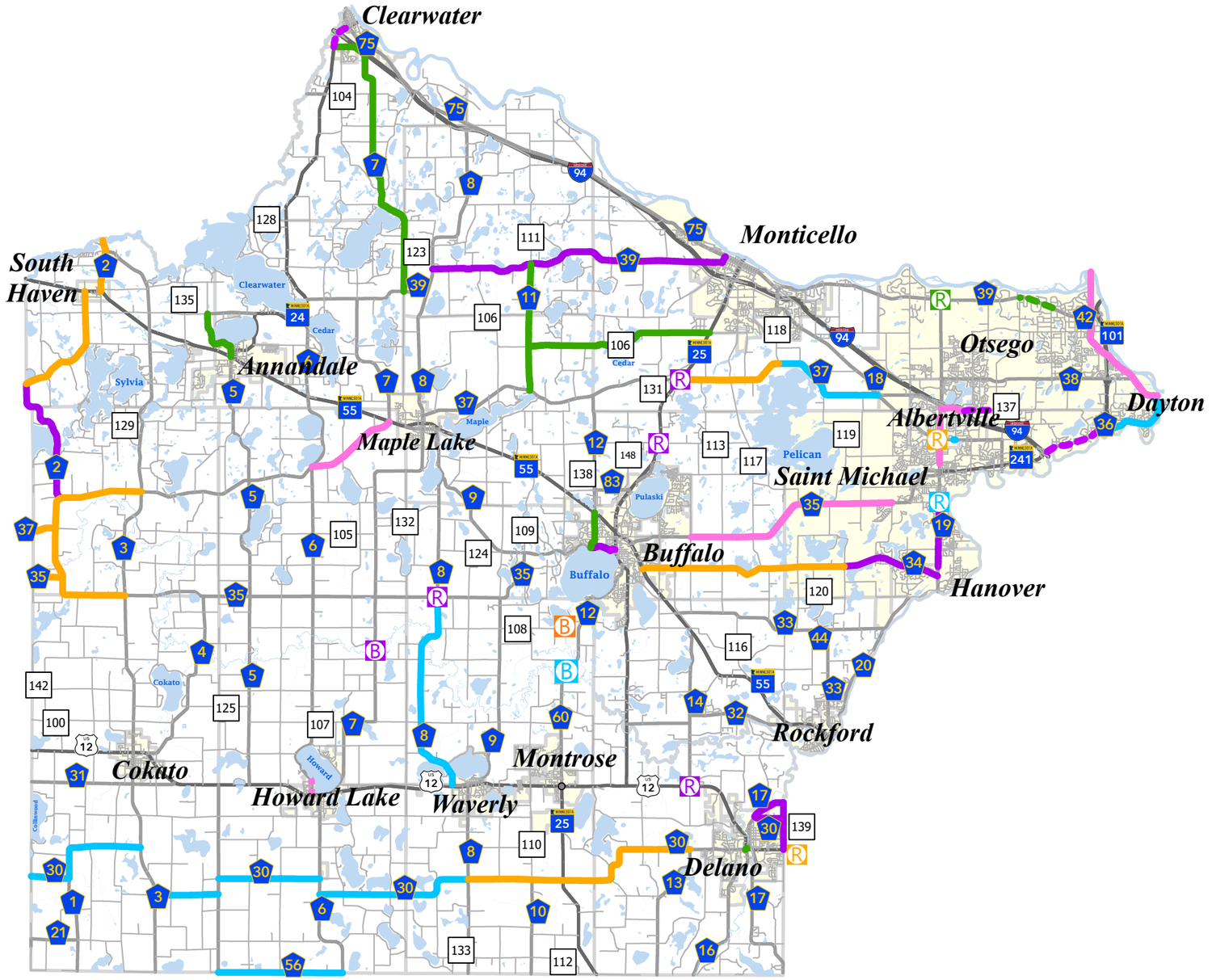
Hennepin County Agreement No. PW 57-73-25
Hennepin CR 139; C.P. 4613900
Wright CR 139; C.P. 086-139-093

EXHIBIT C
Project Plan Layout



Wright County 2026-2030 5-Year Plan





Legend

2026
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2027
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2028
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2029
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2030
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

RESOLUTION #26-33
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-33

BE IT RESOLVED that Wright County enter into Agreement No. 57-73-25 with Hennepin County for the following purposes:

To provide for payment by Hennepin County to Wright County for Hennepin County's share of the cost of the CR 139 (County Line Road) Pavement Improvements.

IT IS FURTHER RESOLVED that the County Board chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK	☐	☐	☐	☐
VETSCH	☐	☐	☐	☐
HOLLAND	☐	☐	☐	☐
SCHOEN	☐	☐	☐	☐
MOYNAGH	☐	☐	☐	☐

STATE OF MINNESOTA)
ss.
County of Wright)

IN TESTIMONY WHEREOF, I have hereunto signed my name and caused the seal of the County of Wright to be affixed.

Select Signer

Version 2

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Chad Hausmann

Requestor Title
Highway Engineer

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
SCB7391

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Funding Participation and Construction Agreement No. 26-50 with the City of St. Michael.

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Funding Participation and Construction Agreement No. 26-50 with the City of St. Michael.

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
The agreement outlines the scope of work, deliverables and city/county cost share to construct infrastructure improvements.

Describe the impact on staffing resources.
Staff time to administer the contract.

Fiscal Impact:
None

Background/Justification:
This agreement provides for Wright County to invoice the City of St. Michael for the City's share of the cost of the CSAH 36 reconstruction project and associated construction engineering.
Attached: Agreement

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (2)

Document Name	Attachment Type
4.7.26.St.Mich.CSAH.36.Agreement.pdf	Attachment
2026-2030 5 Year Plan_1.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

AGREEMENT NO. 26-50

WRIGHT COUNTY
DEPARTMENT OF HIGHWAYS

FUNDING PARTICIPATION AND CONSTRUCTION AGREEMENT

BETWEEN

THE COUNTY OF WRIGHT
and
THE CITY OF SAINT MICHAEL

For

CONSTRUCTION OF IMPROVEMENTS FOR:

County State Aid Highway (CSAH) 36 – (locally known as 45th St. NE)
SP 086-636-009/SP 086-636-010; SP 227-090-010

THREE LANE RECONSTRCTION PROJECT
GRADING & BASE, SURFACING, ROUNDABOUT,
& BIKE TRAIL/PATHWAY IMPROVEMENTS

COOPERATIVE AGREEMENT

THIS AGREEMENT made and entered into by and between the County of Wright, Minnesota, acting by and through its County Board of Commissioners hereinafter referred to as the "County" and the City of Saint Michael, Minnesota, acting by and through its City Council, hereinafter referred to as the "City".

RECITALS:

WHEREAS, plans and specifications will be prepared by the County for the improvement of County State Aid Highway (CSAH) 36, known locally as 45th St. NE, from approximately 800 feet east of I 94 to TH 101, and said construction plans are designated as CSAH 36 Improvements, and the length of the improvement is approximately 2.1 miles, and

WHEREAS, CSAH 36 provides east-west mobility and connectivity through the northern part of Wright County from I-94 to TH 101 in Saint Michael. Increased population has resulted in higher traffic volumes along the CSAH 36 corridor that requires addressing safety, access, and mobility needs of this corridor. The improvements to CSAH 36 are centered on providing safety improvements while increasing the efficiency of the traffic operation and will include transforming the rural two-lane highway to a three-lane urban highway, and

WHEREAS, the improvements are consistent with the projects identified on the County's list of Local Option Sales Tax Projects (approved by the County Board in February 2022) and the County's current Highway Five Year Construction Plan. The County's Cost Participation Policy, revised September 20, 2022, will govern the cost participation between the City and County for the project, and

WHEREAS, The proposed improvements indicated above will be included in one (1) contract to be administered by the County and will consist of, but is not limited to, grading & base construction, roundabout construction, bituminous pavement surfacing, bike trail/pathway construction, storm sewer/drainage improvements, and other miscellaneous improvements within the corporate limits of Saint Michael, and

NOW THEREFORE, IT IS MUTUALLY AGREED AND UNDERSTOOD THAT:

Article 1

The County shall construct or cause to be constructed an improvement project including, roadway, roundabout, bike trail/pathway, drainage, and other miscellaneous improvements upon or along CSAH 36 within the City limits in accordance with the approved plans and specifications as prepared by the County, and on file at the office of the County Engineer. The plans will be prepared in accordance with MnDOT State Aid standards.

Article 2

It is agreed that upon completion of and acceptance of the work as to quantity and quality by the County, the County Engineer shall determine the actual amount that the County will invoice the City in accordance with the following funding participation schedule:

1. CSAH 36 Construction Costs:

The cost participation is consistent with the Cost Participation Policy adopted by the County Board on September 20, 2022 and shown in the Appendix of this Agreement. The County will acquire necessary right-of-way for this project.

2. Storm Sewer Costs:

It is agreed that upon completion of the project, the City will own/maintain the storm sewer system and storm water ponds along CSAH 36 which includes meeting the MS4 requirements of MPCA. This ownership/maintenance shall not commit the City to replacing or relocating any portion of said storm sewer made necessary as a result of a future reconstruction of CSAH 36. Funding for the storm sewer system & ponding will be split between the City and County by percentage of contributing flow, in accordance with the County's Cost Participation Policy, dated September 2022.

3. Bituminous Trail/Pedestrian Pathway:

The County will acquire the necessary right-of-way for the construction of this highway improvement project, including any additional right-of-way for the City pedestrian trail, if needed. The City will reimburse the County all right-of-way costs associated with the pedestrian trail. The costs associated with the pedestrian trail includes, but are not limited to permanent easement, temporary easement, damages due to loss of trees/shrubs, legal fees, costs, and expenses, pedestrian trail construction expenses, pedestrian trail gravel base and bituminous paving. The City will own and maintain the trail after it is constructed. The City will also be responsible for all vegetative maintenance and snow clearing along the trail. The trail will be subject to the requirements in the County's Right-of-Way Ordinance for Management of the Public Right-of-Way Under the County's jurisdiction, for facilities located within the highway right-of-way. The City will maintain the pedestrian trail in good working order and will resurface and preserve the trail as needed to maintain a safe traveling experience for all users of the trail.

4. City Utilities/Landscaping/Other:

It is agreed that all City utilities (watermain, sanitary sewer, etc.) and all landscaping items requested by the City and included in the project will be subject to the County's Right-of-Way Ordinance for such facilities.

5. Engineering Costs:

The County will provide engineering services (with staff and/or consultants) for design, construction administration and inspection of this project. The County will not participate in any engineering costs incurred by the City that are necessary for the City to assess their portion of the project costs (Feasibility Studies, hearings, legal expenses, etc.). The City will reimburse the County for engineering services for the City's portion of the project based upon the city/county percent share of construction costs. The final reimbursement will be computed using the appropriate percentage of the City's portion only of the final contract construction cost.

The County shall prepare a preliminary estimate of construction costs for the project. The preliminary cost estimate shall identify both the City's share and County's share of cost for the project based upon this funding agreement. This preliminary construction cost estimate shall be attached to this funding agreement.

It is intended that the work outlined above in Article Two is to be done by a contractor on a unit price basis through a contract duly let by the County. At such time as the County awards a contract, the County will prepare a new estimate of the City's share of the construction cost based on the unit prices bid by the County's contractor. A copy of such revised cost estimate will be forwarded to the City.

Article 4

The County shall be responsible for all field inspection of construction (including required testing at intervals outlined in the latest MnDOT State Aid for Local Transportation Materials Control Schedule,

which is included in the project proposal), quantities, and contractor performance for the road improvement project. Testing for highway construction items will be paid for by the County and testing for all City items (all City utility, trail, City requested landscaping, etc.) will be paid for by the City.

Article 5

The County shall invoice the City for 95% of the City's cost share after the construction contract is awarded by the County. The remaining City share will be invoiced after the final completion construction. The City shall reimburse the County within 45 days of receipt of the invoice from the County.

Upon awarding the construction contract by the County, a copy of the bid schedule breakdown of the City's portion of the project shall be forwarded to the City. Upon 100% completion of the work, the County shall forward to the City a copy of a cost breakdown identifying the City's cost participation, based on this agreement.

Article 6

The City shall take ownership of the trail/bike path and be responsible for all associated maintenance and future repairs of the trail/bikepath. The City is required to fill out a R/W Permit for the trail/pathway within the CSAH 36 right-of-way. The County will waive the permit fee since the construction will be in conjunction with this project.

Article 7

The City shall be responsible for providing an adequate electrical power supply to the service pad for the street lighting of the roundabout. Upon completion of the construction of the roundabout, the City shall provide, at its own cost and expense, the necessary electrical energy for the operation of the intersection lighting and shall also be responsible to provide for the maintenance and relamping of the luminaires.

The County shall, at its own cost and expense, provide for replacement of streetlight poles, service cabinet, etc. – if they should become damaged through vehicle collisions, etc. (major maintenance).

Article 8

The City shall indemnify, save and hold harmless the County and all of its agents and employees of any form against any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the execution or performance of the work provided for herein to be performed by the City. The County shall indemnify, save and hold harmless the City and all of its agents and employees of any form against any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the execution of performance of the work provided for herein to be performed by the County.

Article 9

It is further agreed that any and all full-time employees of the County and all other employees of the County engaged in the performance by any work or services required or provided for herein to be performed by the County shall be considered employees of the County only and not of the City and that any and all claims that may or might arise under Workmen's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a

consequence of any act or omission on the part of said County employees while so engaged on any of the work or services provided to be rendered herein shall be the sole obligation and responsibility of the County.

It is further agreed that any and all full-time employees of the City and all other employees of the City engaged in the performance by any work or services required or provided for herein to be performed by the City shall be considered employees of the City only and not of the County and that any and all claims that may or might arise under Workmen's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said City employees which so engaged on any of the work or services provided to be rendered herein shall be the sole obligation and responsibility of the City.

Article 10

Before this agreement shall become binding and effective it shall be approved by the City Council of Saint Michael and it shall also be approved by the County Board and such other officers as law may provide.

IN TESTIMONY WHEREOF the parties have duly executed this agreement by their duly authorized officers and caused their respective seals to be hereunto affixed.

COUNTY OF WRIGHT

Recommended for Approval:

County Engineer

APPROVED:

Chair, County Board

County Administrator

County Attorney

Date

CITY OF SAINT MICHAEL

Recommended for Approval:

City Engineer

APPROVED:

Mayor, City Council

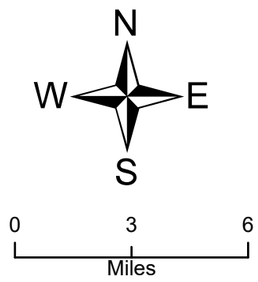
City Administrator

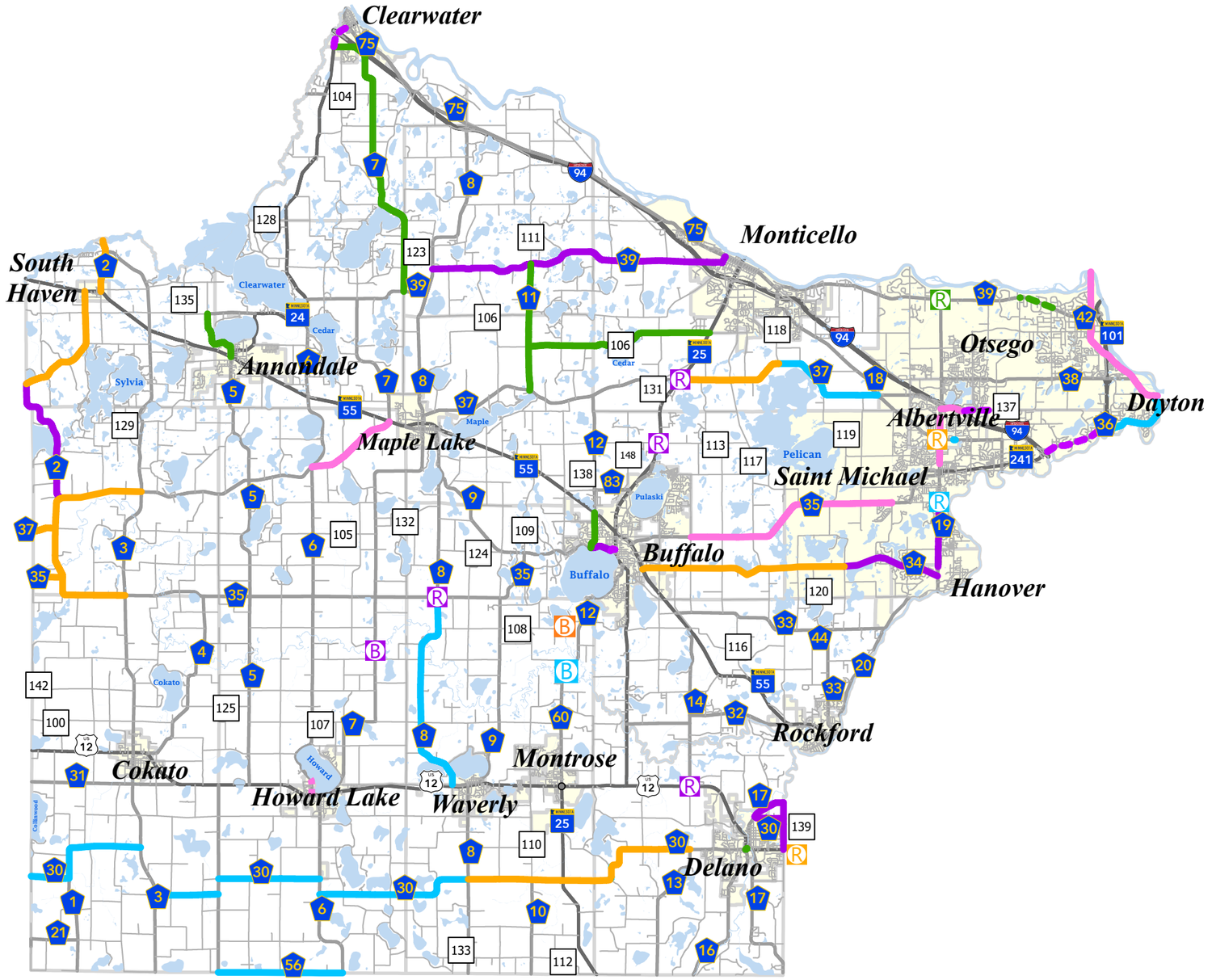
City Attorney

3/10/2026

Date

Wright County 2026-2030 5-Year Plan





Legend

2026
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2027
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2028
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2029
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

2030
- Reconditioning
- Reconstruction
- Roundabout (R)
- Bridge (B)

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Chad Hausmann

Requestor Title
Highway Engineer

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
SCB7391

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorization for Additional Services with SRF Consulting Group

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorization for Additional Services with SRF Consulting Group

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
The authorization outlines the amended scope of work, deliverables and cost to design the CSAH 12 and CR 108 bridges.

Describe the impact on staffing resources.
Staff time to administer the contract.

Fiscal Impact:
$64,110 for CSAH 12 (LOST)
$33,960 for CR 108 (LOST)

Background/Justification:
The county entered into a contract in February 2025 for the design of the CSAH 12 and CR 108 bridges. This authorization allows for additional design due to hydraulic design complexities and additional agency coordination.

Route for Review and Approval

[x] Finance Review [ ] Legal Review [ ] Risk Mgmt Review [ ] Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
4.7.26 SRF Bridges 12 and 108 Auth Add 1.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

Finance Review

Finance Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

SRF Project No. 18636.00

March 10, 2026

Sara Buermann, PE
Assistant Highway Engineer
Wright County Highway Department
3600 Braddock Avenue NE
Buffalo, MN 55313
Sara.Buermann@wrightcountymn.gov

Subject: Amendment Number 01 to Proposal for Professional Services for CSAH 12 and CR 108 Bridge Replacements, in Wright County, Minnesota

Dear Sara Buermann:

Based on your request, SRF Consulting Group, Inc. ("SRF") is pleased to submit this Amendment Number 01 ("Amendment") to the Agreement for Professional and Technical Services, which was signed by Wright County on February 4th, 2025.

Scope of Services

The Scope of Services, as identified in the Proposal, is amended as follows:

SRF will provide the additional services set forth in Attachment A-1 and Attachment B-1, attached hereto and incorporated into this Amendment.

Basis of Payment/Budget

Based on SRF's understanding of the amended Scope of Services, the estimated cost for this Amendment is $64,110.00 (CSAH 12) and $33,960.00 (CR 108), in accordance with the Fee Estimate attached hereto as Attachment A-1 and Attachment B-1 and incorporated into this Amendment. (See Attachment A-1 and Attachment B-1 for a breakdown of our services.) This results in a total estimated cost of $178,289.50 (CSAH 12) and $193,752.50 (CR 108) for the full Scope of Services.

Amendment

Except as modified by this Amendment, all terms and conditions of the Proposal and any previous amendments shall remain in full force and effect.

Acceptance/Notice to Proceed

A signed copy of this Amendment, mailed or emailed to Casey Black at the address on the first page of this document or at cblack@srfconsulting.com, will serve as acceptance of this Amendment and SRF's notice to proceed.

We appreciate your consideration of this Amendment and look forward to continuing to work with you on this project. Please contact us if you have any questions or need additional information.

Sincerely,

SRF Consulting Group, Inc.





Casey Black, PE
Project Director, Structures

Matt Cramer, PE
Senior Director, Structures

Initials: CEB/MC/als

Attachment(s):

ATTACHMENT A-1: Scope & Fee: BR 86511, CSAH 12 over Buffalo Creek

ATTACHMENT B-1: Scope & Fee: BR 90687, CR 108 over Buffalo Creek

Approved: Wright County

_____
(signature)

Name _____

Title _____

Date _____

This cost proposal is valid for a period of 90 days. SRF reserves the right to adjust its cost estimate after 90 days from the date of this proposal.

18636.00_Amend01.docx

SRF Consulting Group, Inc.

Client: Wright County

Project: BR 86511, CSAH 12 over Buffalo Creek

Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates

ATTACHMENT A-1: Scope & Fee: BR 86511, CSAH 12 over Buffalo Creek

18636.01

TASK NO.	SUMMARY OF TASKS
1.0	Project Management
2.0	Hydraulic Analysis
3.0	Geotechnical Evaluation
4.0	Agency Coordination
5.0	Environmental Documentation (CATEX)
6.0	Permits
7.0	Utility Coordination
8.0	Bridge Design

Project Overview:

Wright County is amending the RFP to add design services for an additional bridge:

•SAP 086-612-024, CSAH 12 - Currently programmed for 2027 construction using Local Option Sales Tax and State Aid funding

The scope is similar to the CR 108 solicitation minus the Categorical Exclusion document as there are currently no federal funds. The goal with this bridge would be to complete the design and have a final approved plan set should bridge funding be available.

Please submit a proposal that includes a detailed work plan and schedule, personnel proposed and a design cost estimate. In addition to design, your work plan should include hydraulic analysis, geotechnical evaluation, early coordination with regulatory agencies, ~~preparation of Categorical Exclusion Determination (CATEX)~~, applying for all necessary permits for structure replacement, utility coordination and preparation of Division SB special provisions. ~~The work plan should include final approval of the categorical exclusion document by December 2026.~~

Please include the optional tasks of construction administration and inspection.

Wright County will provide survey data and complete design on the roadway approaches once the bridge design (length/width/elevation) is determined.

SRF Consulting Group, Inc.
Client: Wright County
Project: BR 86511, CSAH 12 over Buffalo Creek

Work Tasks and Person-Hour Estimates
ATTACHMENT A-1: Scope & Fee: BR 86511, CSAH 12 over Buffalo Creek

Subconsultants: Braun Intertec

18636.01

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
1.0	**Project Management** Assumptions: - See original contract Client Deliverables: - See original contract											
1.1	Monthly Invoices	-	-	-	-	-	-	-	-	-	0	$0.00
1.2	Bi-Weekly Client Check In - Assume 1 staff (15 min mtg + 15 min prep)	-	-	-	-	-	-	-	-	-	0	$0.00
1.3	Monthly Team Check In - Assume 3 staff (15 min mtg + 15 min prep)	-	-	-	-	-	-	-	-	-	0	$0.00
1.4	Supplemental PM Tasks: - DNR Coordination Arrangement/Participation - Amendment Scoping	4	-	-	-	-	-	-	-	2	6	$1,404.00
	SRF Deliverables: - See original contract											
	SUBTOTAL - TASK 1	**4**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2**	**6**	**$1,404.00**

SRF Consulting Group, Inc.

Client: Wright County

Project: BR 86511, CSAH 12 over Buffalo Creek

Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates

ATTACHMENT A-1: Scope & Fee: BR 86511, CSAH 12 over Buffalo Creek

18636.01

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
2.0	**Hydraulic Analysis**											
	Assumptions:											
	- See original contract											
	Client Deliverables:											
	- See original contract											
2.1	Data collection and review	-	-	-	3	-	-	-	-	-	3	$522.00
2.2	Corrected Effective hydraulic model	-	-	-	-	-	-	-	-	-	0	$0.00
2.3	Structural coordination - Bridge and Floodplain Culverts	2	-	-	8	8	-	-	-	-	18	$3,348.00
2.4	Proposed hydraulic model alternatives (1D and 2D)	2	-	-	28	40	-	-	-	-	70	$12,396.00
2.5	Hydraulic report and risk assessment	2	-	-	6	8	-	-	-	-	16	$3,000.00
2.6	Scour analysis	2	-	-	8	8	-	-	-	-	18	$3,348.00
2.7	QA/QC	4	-	-	8	8	-	-	-	-	20	$3,912.00
2.8	Hydrologic modeling (Design flow determination)	2	-	-	24	-	-	-	-	-	26	$4,740.00
2.9	Development of Corrected Effective 1D HEC-RAS model (No-Rise) for Local Event	2	-	-	10	8	-	-	-	-	20	$3,696.00
2.10	Development of Corrected Effective 1D HEC-RAS model (No-Rise) for North Fork Crow River	2	-	-	10	8	-	-	-	-	20	$3,696.00
2.11	Development of Corrected Effective 2D HEC-RAS model (Scour Design, Geomorphic Approach)	2	-	-	12	28	-	-	-	-	42	$7,524.00
2.12	1D 2D Calibration	2	-	-	8	8	-	-	-	-	18	$3,348.00
2.13	FEMA Model Testing and Confirmation	2			16	8	-	-	-	-	26	$4,740.00
2.14	DNR coordination											
2.14.1	Hydrology	-	-	-	10	-	-	-	-	-	10	$1,740.00
2.14.2	Geomorphic Approach	4	-	-	22	10	-	-	-	-	36	$6,696.00
	SRF Deliverables:											
	- See original contract											
	SUBTOTAL - TASK 2	**28**	**0**	**0**	**173**	**142**	**0**	**0**	**0**	**0**	**343**	**$62,706.00**

SRF Consulting Group, Inc.

Client: Wright County

Project: BR 86511, CSAH 12 over Buffalo Creek

Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates

ATTACHMENT A-1: Scope & Fee: BR 86511, CSAH 12 over Buffalo Creek

18636.01

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
3.0	**Geotechnical Evaluation**											
	SUBTOTAL - TASK 3	0	0	0	0	0	0	0	0	0	0	$0.00
4.0	**Agency Coordination**											
	SUBTOTAL - TASK 4	0	0	0	0	0	0	0	0	0	0	$0.00
5.0	**Environmental Documentation (CATEX)**											
	SUBTOTAL - TASK 5	0	0	0	0	0	0	0	0	0	0	$0.00
6.0	**Permits**											
	SUBTOTAL - TASK 6	0	0	0	0	0	0	0	0	0	0	$0.00
7.0	**Utility Coordination**											
	SUBTOTAL - TASK 7	0	0	0	0	0	0	0	0	0	0	$0.00
8.0	**Bridge Design**											
	SUBTOTAL - TASK 8	0	0	0	0	0	0	0	0	0	0	$0.00

SRF Consulting Group, Inc.
Client: Wright County
Project: BR 86511, CSAH 12 over Buffalo Creek
Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates
ATTACHMENT A-1: Scope & Fee: BR 86511, CSAH 12 over Buffalo Creek

18636.01

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
	TOTAL ESTIMATED PERSON-HOURS	**32**	**0**	**0**	**173**	**142**	**0**	**0**	**0**	**2**	**349**	
	AVERAGE HOURLY BILLING RATE	$282.00	$227.00	$198.00	$174.00	$174.00	$132.00	$119.00	$159.00	$138.00		
	ESTIMATED LABOR AND OVERHEAD	$9,024.00	$0.00	$0.00	$30,102.00	$24,708.00	$0.00	$0.00	$0.00	$276.00		$64,110.00
	SRF ESTIMATED DIRECT NON-SALARY EXPENSES											$0.00
											SUBTOTAL: (SRF Labor and Expenses)	$64,110.00
											SUBCONSULTANTS:	$0.00
	TOTAL ESTIMATED FEE (SRF and Subconsultants combined)											**$64,110.00**

SRF ESTIMATE OF DIRECT NON-SALARY EXPENSES:

MILEAGE:	Personal Vehicles	0	Miles @	$0.700	$0.00
RENTAL VEHICLE:					$0.00
MEALS:		0	Meals @	$43.00 (MnDOT meal caps: B - $11 / L - $13 / D - $19)	$0.00
LODGING:	Hotel	0	Nights @	$100.00	$0.00
REPRODUCTION:	Copy Duplication	0	Copies @	$0.10	$0.00
	Color Copies	0	Copies @	$0.35	$0.00
	Bond Prints	0	Prints @	$6.00	$0.00
	Mylar Prints	0	Prints @	$12.00	$0.00
COURTHOUSE COPIES:		0	Copies @	$1.00	$0.00
PRINTING:					$0.00
SUPPLIES:					$0.00
COMMUNICATIONS:	Mail, Express, Etc.				$0.00
	Cell Phone Charges	0	Minutes @	$0.30	$0.00
				SRF EXPENSES:	**$0.00**

SUBCONSULTANTS:

Braun Intertec:	$0.00
- Geotechnical Evaluation	
SUBCONSULTANTS:	**$0.00**

SRF Consulting Group, Inc.

Client: Wright County

Project: BR 90687, CR 108 over Buffalo Creek

Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates

ATTACHMENT B-1: Scope & Fee: BR 90687, CR 108 over Buffalo Creek

18636.00

TASK NO.	SUMMARY OF TASKS
1.0	Project Management
2.0	Hydraulic Analysis
3.0	Geotechnical Evaluation
4.0	Agency Coordination
5.0	Environmental Documentation (CATEX)
6.0	Permits
7.0	Utility Coordination
8.0	Bridge Design

Project Overview:

Wright County Highway Department is seeking proposals from qualified consultants for design services related to the replacement of the CR 108 bridge:

•SP 086-598-005, CR 108 – 2028 construction: Federal off-system funding

Please submit a proposal that includes a detailed work plan and schedule, personnel proposed and a design cost estimate. In addition to design, your work plan should include hydraulic analysis, geotechnical evaluation, early coordination with regulatory agencies, preparation of Categorical Exclusion Determination (CATEX), applying for all necessary permits for structure replacement, utility coordination and preparation of Division SB special provisions. The work plan should include final approval of the categorical exclusion document by December 2026.

Please include the optional tasks of construction administration and inspection.

Wright County will provide survey data and complete design on the roadway approaches once the bridge design (length/width/elevation) is determined.

SRF Consulting Group, Inc.

Client: Wright County

Project: BR 90687, CR 108 over Buffalo Creek

Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates

ATTACHMENT B-1: Scope & Fee: BR 90687, CR 108 over Buffalo Creek

18636

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
1.0	**Project Management**											
	SUBTOTAL - TASK 1	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
2.0	**Hydraulic Analysis**											
	Assumptions:											
	- Replace existing Bridge No. with a single-span bridge.											
	- No FEMA permitting required. Project will result in No-Rise.											
	- ~~Effective HEC-RAS model will be available from the MnDNR and suitable for use during the design.~~											
	- Assume seperate HEC-RAS Effective models for CR 108 and CSAH 12.											
	- Regulatory flow data will be available in the Effective model.											
	- Roadway overtopping event and Deer Lake outlet weir elevation and overtopping event will not be changed.											
	- Assume sizing for 2 proposed bridge alternatives at existing bridge location.											
	- County will provide bathymetric data necessry for modeling of the crossing and the reaches upstream and downstram of the bridge location.											
	- Assume bridge width (lane configuration) and profile will not change and follow the same existing alignment.											
	- The Effective model approved on 6/20/2024 will have adequate detail for the proposed design.											
	- Effective HEC-RAS model is not available for the design											
	- FEMA flow data is not available for the design											
	- Assume 1 bridge alternative											
	- Proposed bridge will be modeled in HEC-RAS assuming the designed rock-riffle is in place.											
	Client Deliverables:											
	- See original contract											
2.1	Data collection and review	-	-	-	4	6	-	-	-	-	10	$1,740.00
2.2	Corrected Effective hydraulic model	-	-	-	-	-	-	-	-	-	0	$0.00
2.3	Structural coordination	2	-	-	8	8	-	-	-	-	18	$3,348.00
2.4	Proposed hydraulic model alternatives	2	-	-	24	32	-	-	-	-	58	$10,308.00
2.5	Hydraulic report and risk assessment	2	-	-	6	8	-	-	-	-	16	$3,000.00
2.6	Scour analysis	2	-	-	8	8	-	-	-	-	18	$3,348.00
2.7	QA/QC	4	-	-	8	8	-	-	-	-	20	$3,912.00
2.8	Development of Corrected Effective 1D HEC-RAS model (No-Rise)	2	-	-	4	4	-	-	-	-	10	$1,956.00
2.9	Development of Corrected Effective 2D HEC-RAS model (Scour Design)	2	-	-	4	4	-	-	-	-	10	$1,956.00
2.10	1D 2D Calibration	2	-	-	8	8	-	-	-	-	18	$3,348.00
2.11	DNR coordination	-	-	-	6	-	-	-	-	-	6	$1,044.00
	SRF Deliverables:											
	- See original contract											
	SUBTOTAL - TASK 2	**18**	**0**	**0**	**80**	**86**	**0**	**0**	**0**	**0**	**184**	**$33,960.00**

SRF Consulting Group, Inc.

Client: Wright County

Project: BR 90687, CR 108 over Buffalo Creek

Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates

ATTACHMENT B-1: Scope & Fee: BR 90687, CR 108 over Buffalo Creek

18636

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
3.0	**Geotechnical Evaluation**											
	SUBTOTAL - TASK 3	0	0	0	0	0	0	0	0	0	0	$0.00
4.0	**Agency Coordination**											
	SUBTOTAL - TASK 4	0	0	0	0	0	0	0	0	0	0	$0.00
5.0	**Environmental Documentation (CATEX)**											
	SUBTOTAL - TASK 5	0	0	0	0	0	0	0	0	0	0	$0.00
6.0	**Permits**											
	SUBTOTAL - TASK 6	0	0	0	0	0	0	0	0	0	0	$0.00
7.0	**Utility Coordination**											
	SUBTOTAL - TASK 7	0	0	0	0	0	0	0	0	0	0	$0.00
8.0	**Bridge Design**											
	SUBTOTAL - TASK 8	0	0	0	0	0	0	0	0	0	0	$0.00

SRF Consulting Group, Inc.

Client: Wright County

Project: BR 90687, CR 108 over Buffalo Creek

Subconsultants: Braun Intertec

Work Tasks and Person-Hour Estimates

ATTACHMENT B-1: Scope & Fee: BR 90687, CR 108 over Buffalo Creek

18636

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
	TOTAL ESTIMATED PERSON-HOURS	**18**	**0**	**0**	**80**	**86**	**0**	**0**	**0**	**0**	**184**	
	AVERAGE HOURLY BILLING RATE	$282.00	$227.00	$198.00	$174.00	$174.00	$132.00	$119.00	$159.00	$138.00		
	ESTIMATED LABOR AND OVERHEAD	$5,076.00	$0.00	$0.00	$13,920.00	$14,964.00	$0.00	$0.00	$0.00	$0.00		$33,960.00
	SRF ESTIMATED DIRECT NON-SALARY EXPENSES											$0.00
											SUBTOTAL: (SRF Labor and Expenses)	$33,960.00
											SUBCONSULTANTS:	$0.00
	TOTAL ESTIMATED FEE (SRF and Subconsultants combined)											**$33,960.00**

SRF ESTIMATE OF DIRECT NON-SALARY EXPENSES:

MILEAGE:	Personal Vehicles	0	Miles @	$0.700		$0.00
RENTAL VEHICLE:						$0.00
MEALS:		0	Meals @	$43.00	(MnDOT meal caps: B - $11 / L - $13 / D - $19)	$0.00
LODGING:	Hotel	0	Nights @	$100.00		$0.00
REPRODUCTION:	Copy Duplication	0	Copies @	$0.10		$0.00
	Color Copies	0	Copies @	$0.35		$0.00
	Bond Prints	0	Prints @	$6.00		$0.00
	Mylar Prints	0	Prints @	$12.00		$0.00
COURTHOUSE COPIES:		0	Copies @	$1.00		$0.00
PRINTING:						$0.00
SUPPLIES:						$0.00
COMMUNICATIONS:	Mail, Express, Etc.					$0.00
	Cell Phone Charges	0	Minutes @	$0.30		$0.00
					SRF EXPENSES:	**$0.00**

SUBCONSULTANTS:

Braun Intertec:		$0.00
- Geotechnical Evaluation		
	SUBCONSULTANTS:	**$0.00**

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Marc Mattice

Requestor Title
Assistant County Administrator; Property Services

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
MAM7693

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Set Agenda for Tuesday, April 14, 2026, County Board of Commissioners Workshop

Short Title (what will appear on Agenda outline - 250 character max.) *
Set Agenda for Tuesday, April 14, 2026, County Board of Commissioners Workshop

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.
Provides transparency to items being discussed

Describe the impact on staffing resources.
Establish agenda, development of meeting materials, facility setup, and minutes

Fiscal Impact:
Staff Time and Resources

Background/Justification:
The County Board has established a workshop on the second Tuesday of each month. Attached is the agenda for approval or modification.

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (1)

Document Name	Attachment Type
4_14_2026 CB Workshop Agenda.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

County Administrator Review

County Administrator Decision

Notes

BOARD WORKSHOP AGENDA

BOARD OF WRIGHT COUNTY COMMISSIONERS

April 14, 2026

Commissioner Conference Room 1105

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Kirby Moynagh	District 5

Proposed Agenda

9:00 A.M. – Schedule Meetings as Needed

9:05 A.M. – Great River Regional Library, 2025 Year-End Report

9:20 A.M. – Residential Brush Chipping Partnership Update

9:25 A.M. – Economic Development Authority, Vacant Position

9:35 A.M. – ERP Strategic Update

9:45 A.M. – Planning & Zoning Department Update

1. **Current Building Permits Timeline**
2. **Township MOU and Grant Program Update**
3. **HHW Operational and Objective Analysis**
4. **Enforcement of Licensed Haulers**

10:05 A.M. – Review and Recommend Adoption of 2027 Budget Timeline and Calendar

10:15 A.M. – Spring "E" Newsletter

10:20 A.M. – Wright County Comprehensive Plan

Adjourn

11:30 A.M. - SWCD and Wright County Joint Board Meeting

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Marc Mattice

Requestor Title
Assistant County Administrator; Property Services

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
BTP5489

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Set Date and Time for Assessor Committee of The Whole, June 11, 2026, at 10:30 a.m.

Short Title (what will appear on Agenda outline - 250 character max.) *
Set Date and Time for Assessor Committee of The Whole, June 11, 2026, at 10:30 a.m.

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:
As part of this COTW, the Assessor's Office will review information they have to date related to the upcoming June 15th County Board of Appeal and Equalization

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file.

Document Name	Attachment Type

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Chad Hausmann

Requestor Title
Highway Engineer

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
4/7/2026 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
SCB7391

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Resolution 26-31, of Final Acceptance and Final Payment of Contract No. 2304 in the amount of $368,758.09 to S M Hentges & Sons, Inc. of Jordan, MN

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Resolution 26-31, of Final Acceptance and Final Payment of Contract No. 2304 in the amount of $368,758.09 to S M Hentges & Sons, Inc. of Jordan, MN

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
Fulfills the county's obligation under the contract with S M Hentges & Sons, Inc. to make final payment for the work completed.

Describe the impact on staffing resources.
Highway contract administration tasks by Accounting Manager, Assistant County Engineer, Construction Engineer and Highway Engineer.

Fiscal Impact:
Final payment due for work completed = $368,758.09.

Background/Justification:
Contract 2304 includes reconstruction of CSAH 35 from CR 119 to Jamison Ave NE in the City of St. Michael. The roadway was reconstructed from a 2-lane rural section to a 4-lane urban section with a center median, curb and gutter and three roundabout intersection improvements.
Final value of work completed: $13,166,018.49
Funding source: County LOST funds
Attachments:
Final Pay Voucher
Resolution

Route for Review and Approval

☐ Finance Review ☐ Legal Review ☐ Risk Mgmt Review ☐ Skip Workflow

Agenda Item Attachments – File names have to be 64 characters or less (including spaces, special characters, etc.) or they WILL NOT attach to the RFBA. If your file name is longer than that, please rename your file. (2)

Document Name	Attachment Type
4.7.26.CSAH 35 PV 14. Final Payment.pdf	Attachment
26-31 Contract 2304 Final Payment FLAT.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

County Administrator Review

County Administrator Decision

Notes

Wright County

3600 Braddock Ave NE
Buffalo, MN 55313

Contract Number:	2304
Final Pay Request Number:	14

Project Number	Project Description
CP 086-035-211	35 Reconstruct - LOST

Contractor:	S M Hentges & Son, Inc. 650 Quaker Avenue JORDAN, MN 55352	**Vendor Number:** **Up To Date:** **Warrant Number:**	200487 02/13/2026 **Warrant Date:**

Contract Amount		**Funds Encumbered**	
Original Contract	$13,486,693.51	Original	$13,486,693.51
Contract Changes	$212,009.89	Additional	N/A
Revised Contract	$13,698,703.40	Total	$13,486,693.51

Work Certified To Date	
Base Bid Items	$13,030,776.34
Contract Changes	$135,242.15
Material On Hand	$0.00
Total	$13,166,018.49

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
$107,589.51	$13,166,018.49	$0.00	$12,797,260.40	$368,758.09	$13,166,018.49
	Percent Retained: 0%			Percent Complete: 96.11%	
				AMOUNT PAID THIS REQUEST: $368,758.09	

This is to certify that the items of work shown in this certificate of Pay Estimate have been furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By
Chad Hausmann
Digitally signed by Chad Hausmann
Date: 2026.03.26 08:35:44 -05'00'
County/City/Project Engineer

Date

Approved By S.M. Hentges & Son, Inc.

Nate Hentges / Contractor

Date February 20, 2026

Wright County
3600 Braddock Ave NE
Buffalo, MN 55313

Project No. : number
Final Pay Request No. : 14
Contract No.: 2304

Certificate of Final Contract Acceptance
Final Voucher Number: 14

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have been furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated _____ Signature Chad Hausmann Digitally signed by Chad Hausmann Date: 2026.03.26 08:36:48 -05'00' County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract and agrees that the Final Value of Work Certified on this Contract is $13,166,018.49 and agrees to the amount of $368,758.09 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: S.M. Hentges & Son, Inc.

By _____ Nate Hentges And _____ Jeanette Hentges

On This 20th Day February, 2026,
(Individual Acknowledgment)

Before me appeared _____ To me known to

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as

_____ free to act and deed

(Corporate Acknowledgment)

Nate Hentges And Jeanette Hentges, to me personally known, who, being each by me duly sworn

each did say that they are respectively the EVP and Vice President of the

S.M. Hentges & Sons Corporation named in the foregoing instrument, ~~and that the seal affixed to said instrument is the Corporate Seal of said Corporation,~~ and the said instrument was signed and sealed in behalf of said Corporation by authority of its

Shareholders and said Nate Hentges and Jeanette Hentges

acknowledged said instrument to be the free act and deed of said Corporation.

JENNIFER MARY HENTGES
Notary Public
Minnesota
My Commission Expires
Jan 31, 2030

Notarial Seal Expires 1/31/2030 My Commission as Notary Public in Scott County Signature _____

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

Wright County
3600 Braddock Ave NE
Buffalo, MN 55313

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2023-09-06	$222,239.00	$11,111.95	$211,127.05
2	2023-11-30	$259,377.18	$12,968.86	$246,408.32
3	2024-04-24	$836,923.55	$41,846.18	$795,077.37
4	2024-06-06	$1,570,015.43	$78,500.77	$1,491,514.66
5	2024-07-03	$1,994,829.78	$99,741.49	$1,895,088.29
6	2024-08-13	$1,992,787.15	$99,639.35	$1,893,147.80
7	2024-09-07	$2,041,119.35	$102,055.97	$1,939,063.38
8	2024-10-16	$1,870,735.92	$93,536.80	$1,777,199.12
9	2024-12-02	$1,812,343.23	$90,617.16	$1,721,726.07
10	2025-01-14	$168,328.00	($374,644.56)	$542,972.56
11	2025-04-15	$21,972.85	$439.46	$21,533.39
12	2025-06-12	$121,784.60	$2,435.69	$119,348.91
13	2025-07-22	$145,972.94	$2,919.46	$143,053.48
14	2026-02-13	$107,589.51	($261,168.58)	$368,758.09

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
LOST Funds		$13,166,018.49	$0.00	$12,797,260.40	$368,758.09	$13,166,018.49

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1038	Wright County Sales Tax	$368,758.09	$13,698,703.40	$13,486,693.51	$13,166,018.49

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CP 086-035-211	1	2021.501	MOBILIZATION	LUMP SUM	$1,090,000.00	1	0	$0.00	1	$1,090,000.00
CP 086-035-211	3	2101.502	GRUBBING	EACH	$360.00	13	0	$0.00	13	$4,680.00
CP 086-035-211	5	2101.505	GRUBBING	ACRE	$20,000.00	0.1	0	$0.00	0.1	$2,000.00
CP 086-035-211	6	2102.503	PAVEMENT MARKING REMOVAL	LIN FT	$0.90	36875	144	$129.60	11757	$10,581.30
CP 086-035-211	7	2104.502	REMOVE PIPE APRON	EACH	$190.00	49	0	$0.00	44	$8,360.00
CP 086-035-211	8	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	$670.00	8	0	$0.00	10	$6,700.00

Wright County
3600 Braddock Ave NE
Buffalo, MN 55313

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CP 086-035-211	9	2104.502	REMOVE CASTING	EACH	$130.00	3	0	$0.00	3	$390.00
CP 086-035-211	10	2104.502	REMOVE GATE VALVE	EACH	$280.00	1	0	$0.00	0	$0.00
CP 086-035-211	11	2104.502	REMOVE HYDRANT	EACH	$570.00	1	0	$0.00	2	$1,140.00
CP 086-035-211	12	2104.502	REMOVE DELINEATOR / MARKER	EACH	$20.00	28	0	$0.00	28	$560.00
CP 086-035-211	13	2104.502	REMOVE SIGN	EACH	$26.00	52	0	$0.00	58	$1,508.00
CP 086-035-211	14	2104.502	REMOVE SIGN TYPE SPECIAL	EACH	$26.00	2	0	$0.00	2	$52.00
CP 086-035-211	15	2104.502	REMOVE LIGHT FOUNDATION	EACH	$650.00	14	0	$0.00	12	$7,800.00
CP 086-035-211	16	2104.502	SALVAGE LIGHTING UNIT	EACH	$615.00	14	0	$0.00	13	$7,995.00
CP 086-035-211	17	2104.502	SALVAGE SIGN	EACH	$26.00	6	0	$0.00	6	$156.00
CP 086-035-211	18	2104.502	SALVAGE MAIL BOX SUPPORT	EACH	$87.00	13	1	$87.00	14	$1,218.00
CP 086-035-211	19	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	$5.00	228	0	$0.00	210	$1,050.00
CP 086-035-211	20	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	$2.80	872	0	$0.00	268.1	$750.68
CP 086-035-211	21	2104.503	REMOVE PIPE CULVERTS	LIN FT	$22.00	1435	0	$0.00	1177	$25,894.00
CP 086-035-211	22	2104.503	REMOVE WATER MAIN	LIN FT	$17.00	677	0	$0.00	70	$1,190.00

Wright County
3600 Braddock Ave NE
Buffalo, MN 55313

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CP 086-035-211	23	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	$32.00	489	0	$0.00	489	$15,648.00
CP 086-035-211	24	2104.503	REMOVE CURB AND GUTTER	LIN FT	$2.00	2460	0	$0.00	2421	$4,842.00
CP 086-035-211	25	2104.503	SALVAGE FENCE	LIN FT	$10.00	327	0	$0.00	0	$0.00
CP 086-035-211	26	2104.504	REMOVE CONCRETE PAVEMENT	SQ YD	$4.75	2018	0	$0.00	2126	$10,098.50
CP 086-035-211	27	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	$3.50	1126	0	$0.00	1855.7	$6,494.95
CP 086-035-211	28	2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	$2.25	69260	0	$0.00	69260	$155,835.00
CP 086-035-211	29	2104.518	REMOVE BITUMINOUS WALK	SQ FT	$0.40	1569	0	$0.00	6282	$2,512.80
CP 086-035-211	30	2104.518	REMOVE CONCRETE WALK	SQ FT	$0.70	334	0	$0.00	2223	$1,556.10
CP 086-035-211	31	2106.507	EXCAVATION - COMMON (P) (P)	CU YD	$9.00	74904	0	$0.00	74904	$674,136.00
CP 086-035-211	32	2106.507	EXCAVATION - SUBGRADE (P) (P)	CU YD	$9.00	35621	0	$0.00	35621	$320,589.00
CP 086-035-211	33	2106.507	EXCAVATION - CHANNEL AND POND (P)	CU YD	$9.00	23970	0	$0.00	23970	$215,730.00
CP 086-035-211	34	2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	$16.00	39485	0	$0.00	39485	$631,760.00
CP 086-035-211	35	2106.507	COMMON EMBANKMENT (CV) (P) (P)	CU YD	$7.50	35566	0	$0.00	35566	$266,745.00
CP 086-035-211	36	2108.504	GEOTEXTILE FABRIC TYPE 4	SQ YD	$1.50	647	0	$0.00	543.9	$815.85

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CP 086-035-211	37	2112.604	SUBGRADE PREPARATION	SQ YD	$0.75	3701	0	$0.00	3773	$2,829.75
CP 086-035-211	38	2118.507	AGGREGATE SURFACING (CV) CLASS 1	CU YD	$50.00	395	0	$0.00	286	$14,300.00
CP 086-035-211	39	2123.510	COMMON LABORERS	HOUR	$127.00	40	0	$0.00	181	$22,987.00
CP 086-035-211	40	2123.510	EQUIPMENT RENTAL	HOUR	$240.00	40	0	$0.00	159	$38,160.00
CP 086-035-211	41	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	$240.00	80	0	$0.00	80	$19,200.00
CP 086-035-211	42	2211.507	AGGREGATE BASE (CV) CLASS 6 (P) (P)	CU YD	$22.00	26456	0	$0.00	25328.65	$557,230.30
CP 086-035-211	43	2301.502	DOWEL BAR (P)	EACH	$11.00	29171	0	$0.00	28440	$312,840.00
CP 086-035-211	44	2301.504	CONCRETE PAVEMENT 8.0" (P)	SQ YD	$58.00	52095	0	$0.00	50219.2	$2,912,713.60
CP 086-035-211	45	2301.504	CONCRETE PAVEMENT 8.0" SPECIAL (P)	SQ YD	$102.00	924	0	$0.00	817.7	$83,405.40
CP 086-035-211	46	2301.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	EACH	$10.00	104	0	$0.00	0	$0.00
CP 086-035-211	47	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	$118.00	2885	0	$0.00	3439.47	$405,857.46
CP 086-035-211	48	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)	TON	$91.00	3650	0	$0.00	4581.44	$416,911.04
CP 086-035-211	49	2451.507	FINE AGGREGATE BEDDING (CV)	CU YD	$38.00	318	0	$0.00	34	$1,292.00
CP 086-035-211	50	2501.502	15" RC PIPE APRON	EACH	$1,540.00	3	0	$0.00	3	$4,620.00

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CP 086-035-211	51	2501.502	18" RC PIPE APRON	EACH	$5,000.00	4	0	$0.00	3	$15,000.00
CP 086-035-211	52	2501.502	24" RC PIPE APRON	EACH	$3,300.00	8	0	$0.00	8	$26,400.00
CP 086-035-211	53	2501.502	30" RC PIPE APRON	EACH	$3,000.00	5	0	$0.00	1	$3,000.00
CP 086-035-211	54	2501.502	36" RC PIPE APRON	EACH	$7,000.00	1	0	$0.00	5	$35,000.00
CP 086-035-211	55	2501.502	15" CS SAFETY APRON	EACH	$1,100.00	6	0	$0.00	6	$6,600.00
CP 086-035-211	56	2501.502	24" CS SAFETY APRON	EACH	$2,500.00	2	0	$0.00	2	$5,000.00
CP 086-035-211	57	2501.503	15" CS PIPE CULVERT	LIN FT	$72.00	159	0	$0.00	162	$11,664.00
CP 086-035-211	58	2501.503	24" CS PIPE CULVERT	LIN FT	$92.00	63	0	$0.00	64	$5,888.00
CP 086-035-211	59	2501.503	24" RC PIPE CULVERT DESIGN 3006 CLASS II	LIN FT	$114.00	92	0	$0.00	96	$10,944.00
CP 086-035-211	60	2501.503	36" RC PIPE CULVERT DESIGN 3006 CLASS II	LIN FT	$182.00	294	0	$0.00	240	$43,680.00
CP 086-035-211	61	2501.602	TRASH GUARD FOR 15" PIPE APRON	EACH	$815.00	1	0	$0.00	2	$1,630.00
CP 086-035-211	62	2501.602	TRASH GUARD FOR 18" PIPE APRON	EACH	$960.00	3	0	$0.00	2	$1,920.00
CP 086-035-211	63	2501.602	TRASH GUARD FOR 24" PIPE APRON	EACH	$1,300.00	8	0	$0.00	8	$10,400.00
CP 086-035-211	64	2501.602	TRASH GUARD FOR 30" PIPE APRON	EACH	$1,700.00	1	0	$0.00	1	$1,700.00

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CP 086-035-211	65	2501.602	TRASH GUARD FOR 36" PIPE APRON	EACH	$1,800.00	5	0	$0.00	5	$9,000.00
CP 086-035-211	66	2502.503	4" PERF TP PIPE DRAIN	LIN FT	$8.00	16102	0	$0.00	15143	$121,144.00
CP 086-035-211	67	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	$80.00	12	0	$0.00	12	$960.00
CP 086-035-211	68	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	$72.00	4392	0	$0.00	4299	$309,528.00
CP 086-035-211	69	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	$76.00	851	0	$0.00	702	$53,352.00
CP 086-035-211	70	2503.503	21" RC PIPE SEWER DESIGN 3006 CLASS II	LIN FT	$85.00	691	0	$0.00	638	$54,230.00
CP 086-035-211	71	2503.503	24" RC PIPE SEWER DESIGN 3006 CLASS II	LIN FT	$94.00	1528	0	$0.00	1543	$145,042.00
CP 086-035-211	72	2503.503	27" RC PIPE SEWER DESIGN 3006 CLASS II	LIN FT	$128.00	1592	0	$0.00	1592	$203,776.00
CP 086-035-211	73	2503.503	30" RC PIPE SEWER DESIGN 3006 CLASS II	LIN FT	$172.00	376	0	$0.00	376	$64,672.00
CP 086-035-211	74	2503.503	36" RC PIPE SEWER DESIGN 3006 CLASS II	LIN FT	$204.00	149	0	$0.00	149	$30,396.00
CP 086-035-211	75	2503.602	ADJUST MANHOLE	EACH	$690.00	10	0	$0.00	5	$3,450.00
CP 086-035-211	76	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	$1,750.00	5	0	$0.00	5	$8,750.00
CP 086-035-211	77	2503.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	$1,950.00	1	0	$0.00	1	$1,950.00
CP 086-035-211	78	2503.604	4" INSULATION	SQ YD	$37.00	641	0	$0.00	218.5	$8,084.50

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CP 086-035-211	79	2503.601	TEMPORARY STORM SEWER BYPASS PUMPING	LUMP SUM	$50,000.00	1	0.9	$45,000.00	1	$50,000.00
CP 086-035-211	80	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	$3,300.00	5	0	$0.00	2	$6,600.00
CP 086-035-211	81	2504.602	HYDRANT	EACH	$8,300.00	1	0	$0.00	2	$16,600.00
CP 086-035-211	82	2504.602	ADJUST HYDRANT AND GATE VALVE	EACH	$3,000.00	3	0	$0.00	0	$0.00
CP 086-035-211	83	2504.602	ADJUST GATE VALVE AND BOX	EACH	$250.00	15	0	$0.00	5	$1,250.00
CP 086-035-211	86	2504.602	16" BUTTERFLY VALVE	EACH	$7,500.00	1	0	$0.00	2	$15,000.00
CP 086-035-211	87	2504.602	8" GATE VALVE	EACH	$3,600.00	1	0	$0.00	0	$0.00
CP 086-035-211	88	2504.603	8" PVC WATERMAIN	LIN FT	$88.00	59	0	$0.00	0	$0.00
CP 086-035-211	89	2504.603	16" PVC WATERMAIN	LIN FT	$160.00	596	0	$0.00	234	$37,440.00
CP 086-035-211	90	2504.608	DUCTILE IRON FITTINGS	POUND	$19.50	1942	0	$0.00	1543	$30,088.50
CP 086-035-211	91	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	EACH	$3,000.00	19	0	$0.00	19	$57,000.00
CP 086-035-211	92	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	EACH	$11,200.00	1	0	$0.00	1	$11,200.00
CP 086-035-211	93	2506.502	CASTING ASSEMBLY	EACH	$995.00	125	0	$0.00	126	$125,370.00
CP 086-035-211	94	2506.502	ADJUST FRAME AND RING CASTING	EACH	$730.00	5	0	$0.00	2	$1,460.00

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CP 086-035-211	95	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	LIN FT	$700.00	61.2	0	$0.00	40.5	$28,350.00
CP 086-035-211	96	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	LIN FT	$820.00	38.3	0	$0.00	44.7	$36,654.00
CP 086-035-211	97	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-60	LIN FT	$1,300.00	22.8	0	$0.00	22.8	$29,640.00
CP 086-035-211	98	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	$840.00	240.3	0	$0.00	256.2	$215,208.00
CP 086-035-211	99	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	$900.00	119.3	0	$0.00	117.8	$106,020.00
CP 086-035-211	100	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	LIN FT	$1,300.00	46.2	0	$0.00	53.8	$69,940.00
CP 086-035-211	101	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	LIN FT	$1,400.00	10	0	$0.00	9.4	$13,160.00
CP 086-035-211	102	2506.503	RECONSTRUCT DRAINAGE STRUCTURE	LIN FT	$620.00	3	0	$0.00	1	$620.00
CP 086-035-211	103	2507.603	LINING CULVERT PIPE (84" SPAN) SPECIAL	LIN FT	$1,400.00	151	0	$0.00	166	$232,400.00
CP 086-035-211	104	2511.507	RANDOM RIPRAP CLASS II	CU YD	$170.00	62	0	$0.00	21	$3,570.00
CP 086-035-211	105	2511.507	RANDOM RIPRAP CLASS III	CU YD	$125.00	136	0	$0.00	141.9	$17,737.50
CP 086-035-211	106	2521.518	4" CONCRETE WALK	SQ FT	$5.00	63949	0	$0.00	53041	$265,205.00
CP 086-035-211	107	2521.518	6" CONCRETE WALK	SQ FT	$14.00	6714	0	$0.00	7272.5	$101,815.00
CP 086-035-211	108	2521.518	3" BITUMINOUS WALK	SQ FT	$2.00	85891	0	$0.00	6186	$12,372.00

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CP 086-035-211	109	2531.503	CONCRETE CURB AND GUTTER DESIGN B424	LIN FT	$23.00	38566	0	$0.00	38601	$887,823.00
CP 086-035-211	110	2531.503	CONCRETE CURB AND GUTTER DESIGN D424	LIN FT	$27.00	960	0	$0.00	919	$24,813.00
CP 086-035-211	111	2531.503	CONCRETE CURB DESIGN V10	LIN FT	$40.00	84	0	$0.00	141	$5,640.00
CP 086-035-211	112	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	$84.00	628	0	$0.00	309	$25,956.00
CP 086-035-211	113	2531.618	TRUNCATED DOMES	SQ FT	$60.00	572	0	$0.00	602	$36,120.00
CP 086-035-211	114	2540.602	INSTALL MAIL BOX SUPPORT	EACH	$138.00	13	1	$138.00	14	$1,932.00
CP 086-035-211	115	2545.502	LIGHTING UNIT TYPE 9-40	EACH	$3,700.00	18	0	$0.00	18	$66,600.00
CP 086-035-211	116	2545.502	LIGHTING UNIT TYPE 9D-40	EACH	$5,800.00	11	0	$0.00	11	$63,800.00
CP 086-035-211	117	2545.502	LIGHT FOUNDATION DESIGN E	EACH	$1,115.00	29	1	$1,115.00	29	$32,335.00
CP 086-035-211	118	2545.502	SERVICE CABINET -TYPE L1	EACH	$8,650.00	4	0	$0.00	4	$34,600.00
CP 086-035-211	119	2545.502	SERVICE EQUIPMENT	EACH	$3,200.00	4	0	$0.00	4	$12,800.00
CP 086-035-211	120	2545.502	EQUIPMENT PAD B	EACH	$1,530.00	4	0	$0.00	4	$6,120.00
CP 086-035-211	121	2545.503	1.5" NON-METALLIC CONDUIT	LIN FT	$8.80	6200	0	$0.00	6100	$53,680.00
CP 086-035-211	122	2545.503	UNDERGROUND WIRE 1/C 8 AWG	LIN FT	$1.80	27280	0	$0.00	27100	$48,780.00

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CP 086-035-211	123	2554.502	GUIDE POST TYPE B	EACH	$106.00	21	13	$1,378.00	13	$1,378.00
CP 086-035-211	124	2554.502	ANCHORAGE ASSEMBLY - TYPE 31	EACH	$2,200.00	2	0	$0.00	2	$4,400.00
CP 086-035-211	125	2554.502	END TREATMENT-TANGENT TERMINAL	EACH	$3,900.00	2	0	$0.00	2	$7,800.00
CP 086-035-211	126	2554.503	TRAFFIC BARRIER DESIGN TYPE 31	LIN FT	$44.00	75	0	$0.00	120	$5,280.00
CP 086-035-211	127	2557.503	WIRE FENCE DESIGN 60-9322	LIN FT	$38.00	250	0	$0.00	0	$0.00
CP 086-035-211	128	2557.603	INSTALL FENCE	LIN FT	$15.00	327	0	$0.00	0	$0.00
CP 086-035-211	129	2563.613	PORTABLE CHANGEABLE MESSAGE SIGN	UNIT DAY	$128.00	28	0	$0.00	2	$256.00
CP 086-035-211	130	2564.602	INSTALL SIGN	EACH	$765.00	6	0	$0.00	6	$4,590.00
CP 086-035-211	131	2564.602	DELINEATOR / MARKER PANEL	EACH	$87.00	15	3	$261.00	18	$1,566.00
CP 086-035-211	132	2564.618	SIGN	SQ FT	$76.00	1158	16	$1,216.00	1167.75	$88,749.00
CP 086-035-211	133	2565.616	TEMPORARY SIGNAL SYSTEM	SYSTEM	$113,500.00	1	0	$0.00	1	$113,500.00
CP 086-035-211	134	2573.502	STORM DRAIN INLET PROTECTION	EACH	$190.00	122	0	$0.00	122	$23,180.00
CP 086-035-211	135	2573.502	CULVERT END CONTROLS	EACH	$127.00	13	0	$0.00	1	$127.00
CP 086-035-211	136	2573.503	SILT FENCE, TYPE MS	LIN FT	$1.85	27376	4821	$8,918.85	23250	$43,012.50

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CP 086-035-211	137	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	$3.00	8708	3626	$10,878.00	6380	$19,140.00
CP 086-035-211	138	2574.508	FERTILIZER TYPE 3	POUND	$0.88	6163	0	$0.00	6794	$5,978.72
CP 086-035-211	139	2574.508	FERTILIZER TYPE 4	POUND	$1.00	373	0	$0.00	265	$265.00
CP 086-035-211	140	2575.504	RAPID STABILIZATION METHOD 4	SQ YD	$1.85	31214	0	$0.00	0	$0.00
CP 086-035-211	141	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	$1.60	15756	3260	$5,216.00	24800	$39,680.00
CP 086-035-211	142	2575.505	SEEDING	ACRE	$103.00	23.2	0	$0.00	63.71	$6,562.13
CP 086-035-211	143	2575.508	SEED MIXTURE 25-121	POUND	$4.70	1008	118	$554.60	2717.2	$12,770.84
CP 086-035-211	144	2575.508	SEED MIXTURE 33-261	POUND	$27.00	75	0	$0.00	64.5	$1,741.50
CP 086-035-211	145	2575.508	SEED MIXTURE 35-221	POUND	$20.00	45	0	$0.00	62.5	$1,250.00
CP 086-035-211	146	2575.508	HYDRAULIC STABILIZED FIBER MATRIX	POUND	$1.00	49107	0	$0.00	46900	$46,900.00
CP 086-035-211	147	2575.523	RAPID STABILIZATION METHOD 3	M GALLON	$485.00	198	65.52	$31,777.20	95.52	$46,327.20
CP 086-035-211	148	2582.503	6" SOLID LINE PAINT	LIN FT	$0.25	21120	874	$218.50	12527	$3,131.75
CP 086-035-211	149	2582.503	4" DOUBLE SOLID LINE PAINT	LIN FT	$0.32	17356	418	$133.76	6558	$2,098.56
CP 086-035-211	150	2582.503	4" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	$1.00	21491	0	$0.00	21335	$21,335.00

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CP 086-035-211	151	2582.503	6" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	$1.40	24254	0	$0.00	24673	$34,542.20
CP 086-035-211	152	2582.503	24" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	$16.00	295	0	$0.00	308	$4,928.00
CP 086-035-211	153	2582.503	4" BROKEN LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	$1.00	100	0	$0.00	80	$80.00
CP 086-035-211	154	2582.503	4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	$2.00	3177	0	$0.00	3847	$7,694.00
CP 086-035-211	155	2582.503	10" SOLID LINE PREFORM TAPE GROUND IN (WR) CONTRAST	LIN FT	$22.00	2653	0	$0.00	2534	$55,748.00
CP 086-035-211	156	2582.503	24" SOLID LINE PREFORM TAPE GROUND IN (WR) CONTRAST	LIN FT	$51.00	60	0	$0.00	40	$2,040.00
CP 086-035-211	157	2582.503	4" BROKEN LINE PREFORM TAPE GROUND IN (WR) CONTRAST	LIN FT	$12.00	3431	2	$24.00	4107.5	$49,290.00
CP 086-035-211	158	2582.503	12" DOTTED LINE PREFORM TAPE GROUND IN (WR) CONTRAST	LIN FT	$36.00	250	0	$0.00	241	$8,676.00
CP 086-035-211	159	2582.503	24" SOLID LINE PREFORM THERMO GROUND IN	LIN FT	$24.00	54	0	$0.00	82	$1,968.00
CP 086-035-211	160	2582.518	PAVEMENT MESSAGE PREFORM THERMOPLASTIC GROUND IN	SQ FT	$25.00	15	0	$0.00	77.25	$1,931.25
CP 086-035-211	161	2582.518	PAVEMENT MESSAGE PREFORM THERMOPLASTIC GROUND IN CONTRAST	SQ FT	$34.00	1531	0	$0.00	1569.44	$53,360.96
CP 086-035-211	162	2582.518	CROSSWALK PREFORM THERMOPLASTIC GROUND IN	SQ FT	$17.00	888	32	$544.00	776	$13,192.00
CP 086-035-211	163	2501.502	24" CS PIPE APRON	EACH	$1,000.00	2	0	$0.00	2	$2,000.00

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Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CP 086-035-211	164	2563.601	TRAFFIC CONTROL	LS	$43,000.00	1	0	$0.00	1	$43,000.00
CP 086-035-211	165	2504.603	12" PVC WATERMAIN	LIN FT	$105.00	12	0	$0.00	12.5	$1,312.50
Base Bid Totals:								**$107,589.51**		**$13,030,776.34**

Project Category Totals

Project	Category	Amount This Request	Amount To Date
CP 086-035-211		$107,589.51	$13,030,776.34

Contract Change Item Status

Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CP 086-035-211	CO	2	166	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	$2.49	82000	0	$0.00	27274	$67,912.26
CP 086-035-211	BK	1	167	2574.505	ERODIBLE ACRES WITHOLDING	ACRE	($3,500.00)	17	0	$0.00	0	$0.00
CP 086-035-211	BK	2	168	2301.501	CONCRETE PAVING INCENTIVES	L S	$54,484.58	1	0	$0.00	1	$54,484.58
CP 086-035-211	BK	3	169	1807.501	LIQUIDATED DAMAGES	EACH	($3,500.00)	12	0	$0.00	12	($42,000.00)
CP 086-035-211	CO	3	170	2504.501	LIGHTWEIGHT FILL	L S	$9,968.95	1	0	$0.00	1	$9,968.95
CP 086-035-211	CO	4	171	2565.616	REVISE TEMPORARY SIGNAL SYSTEM	SYS	$44,876.36	1	0	$0.00	1	$44,876.36
Contract Change Totals:										**$0.00**		**$135,242.15**

Contract Total	**$13,166,018.49**

Contract Change Totals

Number	Description	Amount This Request	Amount To Date
1	A reduction of the current concrete strength requirement to open the pavement to traffic in accordance with MnDOT Standard Specification 2301.3-7, "Opening Pavement to Traffic" has been requested by district offices and industry.	$0.00	$0.00
2	Type 5 Fabric	$0.00	$67,912.26
1	Erodible Acres Withholding	$0.00	$0.00
2	Concrete Paving Incentives	$0.00	$54,484.58
3	LIQUIDATED DAMAGES	$0.00	($42,000.00)

Wright County
3600 Braddock Ave NE
Buffalo, MN 55313

3	Light Weight Fill	$0.00	$9,968.95
4	Temporary Signal Relocation	$0.00	$44,876.36

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

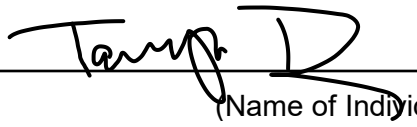
The undersigned subcontractor ("Subcontractor") hereby acknowledges receipt of $1,504.75 from S M Hentges and Sons Inc ("Contractor"), as compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project. ("Project).

In exchange for the receipt of such compensation and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Central Minnesota Sawing LLC

(Name of Subcontractor)

By: 

(Name of Individual)

Title Tanya Doering, President

(Individual's Title)

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATIONAGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $14,621.02 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Kristin O'Connor

KO Connor LLC

(Name of Subcontractor)

By: Kristin O'Connor

(Name of Individual)

Title President

(Individual's Title)

Date 03-19-2026

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") hereby acknowledges receipt of $217,460.00 from S M Hentges and Sons Inc ("Contractor"), as compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project. ("Project).

In exchange for the receipt of such compensation and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Thul Specialty Contracting Inc

(Name of Subcontractor)

By: Kate Hansen

(Name of Individual)

Title Vice President

(Individual's Title)

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $36,035.75 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Design Electric Inc.
(Name of Subcontractor)

By: _____

(Name of Individual)

Title PRESIDENT
(Individual's Title)

Date 3/23/2026

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

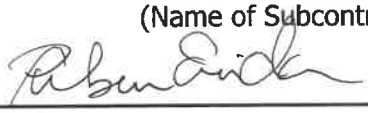
The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $457.28 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Erickson Infrastructure
(Name of Subcontractor)

By: 
(Name of Individual)

Title CEO
(Individual's Title)

Date 3-9-26

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $277.20 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Herness Construction Co.
(Name of Subcontractor)

By: Amy Alvero
(Name of Individual)

Title: Preisdent
(Individual's Title)

Date: 3-18-26

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $41,654.19 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

J&R Larson Grounds Maintenance
(Name of Subcontractor)

By: _____
(Name of Individual)

Title President
(Individual's Title)

Date 3-10-26

S.M. Hentges & Sons, Inc.
650 Quaker Avenue • Jordan, MN 55352
Phone: 952.492.5700 • Fax: 952.492.5705

Subcontractor Reconciliation

Subcontractor: J&R Larson Grounds Maintenance
Vendor ID: 100510
Project: CSAH 35 Reconstruction Wright County, MN
SMH Job No: 23-1263

Sub Payment No: 11
Owner/SMH Pay Estimate: FINAL thru February 28, 2026

Item No	Description	Unit	Estimated Bid Quantity	Sub's Unit Price	Invoiced and Approved Quantity	Invoiced and Approved Amount
Base Bid						
135	CULVERT END CTRLS	EA	13.00	$125.00	0.00	$0.00
136	SILT FENCE, TYPE MS	LF	27376.00	$1.80	23250.00	$41,850.00
137	SEDIMENT CTRL LOG TYPE WD FBR	LF	8708.00	$2.95	6380.00	$18,821.00
138	FERT TYPE 3	LB	6163.00	$0.85	6444.00	$5,477.40
139	FERT TYPE 4	LB	373.00	$1.00	265.00	$265.00
140	RAPID STABILIZATION METHOD 4	SY	31214.00	$1.80	0.00	$0.00
141	ROLLED ERSN PREVENT CAT 20	SY	15756.00	$1.54	24800.00	$38,192.00
142	SEEDING	AC	23.20	$100.00	17.50	$1,750.00
143	SEED MIXTURE 25-121	LB	1008.00	$4.51	835.50	$3,768.11
144	SEED MIXTURE 33-261	LB	75.00	$26.54	64.50	$1,711.83
145	SEED MIXTURE 35-221	LB	45.00	$19.66	62.50	$1,228.75
146	HYDRAULIC STABILIZED FBR MATRIX	LB	49107.00	$0.95	46900.00	$44,555.00
147	RAPID STABILIZATION METHOD 3	MGAL	198.00	$475.00	30.00	$14,250.00
Extras						
	SILT FENCE , HAND INSTALL	LF	500.00	$ 4.50	500.00	$2,250.00
	Seed Mix 25-151	LB	360.00	$ 6.24	1040.00	$6,489.60
	Fine Seeding	ACR	1.20	$ 700.00	3.40	$2,380.00
	Soil Bed Prep	ACR	1.20	$700.00	3.40	$2,380.00
Material On Hand						
					0.00	$0.00
Back Charges						
					0.00	$0.00

Subtotal:	$185,368.69
Less 0% Retainage:	$0.00
Less 0% Bond:	$0.00
Less Other Charges:	$0.00
Less Prior Payments:	-$143,714.50
Total This Check:	**$41,654.19**

If applicable, the subcontractor agrees and certifies that its work will provide the following percentage of required DBE participation on this project: 0 %

If applicable, subcontractor has committed the following labor hours toward the workforce requirements on this project:

0% Female
0% Minority
0 On the Job Training Hrs

Payments to Date

Ck#	Ck Date	Ck Amt
1305708	1/18/2024	$ 941.64
1307276	7/15/2024	$ 38,681.24
70105	10/11/2024	$ 7,251.22
70243	10/25/2024	$ 9,452.22
71092	11/15/2024	$ 6,339.45
71190	11/20/2024	$ 6,339.45
71998	1/10/2025	$ 29,719.64
73400	5/12/2025	$ 3,117.63
73547	6/5/2025	$ 784.00
73667	6/12/2025	$ 41,088.01
Total Payment		**$143,714.50**

Invoices Received to Date

Inv#	Inv# Date	Inv Amount
2030878	10/9/2023	$ 1,121.00
2092102	3/18/2024	$ 31,417.50
2092103	3/21/2024	$ 30,382.50
2200113	7/9/2024	$ 1,750.41
21125414	8/7/2024	$ 4,473.30
21125768	9/26/2024	$ 11,005.00
21125767	9/25/2024	$ 2,274.73
20241012	10/4/2024	$ 16,712.81
3100149	11/22/2024	$ 1,066.46
3100148	11/21/2024	$ 13,115.30
2100263	11/20/2023	$ 14,250.00
21011018	10/23/2024	$ 13,138.93
21125481	8/20/2024	$ 35,035.15
21011017	10/22/2024	$ 9,625.60
Total Invoices		**$ 185,368.69**

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") hereby acknowledges receipt of $7,490.00 from S M Hentges and Sons Inc ("Contractor"), as compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project. ("Project).

In exchange for the receipt of such compensation and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Reliable Tree Service
(Name of Subcontractor)

By: Ryan Olson
(Name of Individual)

Title President
(Individual's Title)

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATION AGREEMENT ("Claim Waiver")

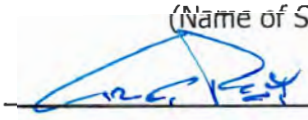
The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $69,895.06 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Shafer Contracting Co Inc
(Name of Subcontractor)

By: 
(Name of Individual)

Title Greg Perkey Vice President
(Individual's Title)

Date 3-25-26

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATIONAGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $6,457.30 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Sir Lines A Lot

(Name of Subcontractor)

By: Thomas Keating

(Name of Individual)

Title Thomas Keating, Director of Finance

(Individual's Title)

Date 03/09/2026

S M Hentges and Sons Inc, 650 Quaker Ave., Jordan, MN 55352 Tel 952-492-5700 Fax 952-492-5705

Exhibit D/1

RECEIPT OF FINAL PAYMENT, WAIVER, AND INDEMNIFICATIONAGREEMENT ("Claim Waiver")

The undersigned subcontractor ("Subcontractor") agrees that, upon Subcontractor's actual receipt of $5,359.12 from S M Hentges and Sons Inc ("Contractor"), as final compensation for labor, materials, supplies, equipment and facilities which Subcontractor furnished to Contractor on the CSAH 35 Reconstruction project ("Project), Subcontractor shall be deemed to have received full consideration.

This waiver and release is expressly conditioned upon Subcontractor's actual receipt of the above-referenced payment.

Upon receipt of above-reference payment, Subcontractor: (a) waives the right to assert a mechanic's lien, payment bond claim, or any other lien or claim for compensation and/or damages with regard to the labor, materials, supplies, equipment and facilities it provided on the Project: (b) agrees to defend and indemnify Contractor, its surety, if any, the Owner, Design Professional, and their respective parents, subsidiaries and affiliates, and each of their respective officers, directors, employees, and agents, from any and all claims by Subcontractor, Subcontractor's sub-subcontractors, suppliers, employees and agents, of any tier, that they have not been paid for labor, materials, supplies, equipment and/or facilities furnished on the Project; and (c) acknowledges that this Claim Waiver supersedes any and all previous promises, understandings and/or agreements regarding the subject matter of this Claim Waiver and may not be changed unless such change is in writing and signed by an authorized representative of Contractor.

Subcontractor further agrees that Contractor shall be entitled to recover from Subcontractor all damages, costs, expenses and attorneys' fees incurred by Contractor in the event that Subcontractor breaches this Claim Waiver.

Warning Lites of Minnesota
(Name of Subcontractor)

By: Keyana L Williams
(Name of Individual)

Title Accounts Payable Administrator
(Individual's Title)

Date 3/23/2026

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-795-746-272
Submitted Date and Time:	25-Mar-2026 12:12:45 PM
Legal Name:	S M HENTGES & SONS INC
Federal Employer ID:	41-1517673
User Who Submitted:	Laura.Abbott
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1301524480**
Minnesota ID:	3312365
Project Owner:	COUNTY OF WRIGHT
Project Number:	0123-01263
Project Begin Date:	16-May-2023
Project End Date:	25-Mar-2026
Project Location:	WRIGHT COUNTY
Project Amount:	$13,166,018.49

Subcontractor Summary

Name	ID	Affidavit Number
DESIGN ELECTRIC	6387590	596226048
ERICKSON BUILDERS & CO INC	1843652	1099083776
ALVERO LLC	3051898	1297526784
THUL SPECIALTY CONTRACTING INC.	7502508	1012412416
CENTRAL MINNESOTA SAWING LLC	7155198	1589882880
J & R LARSON GROUNDS MAINTENANCE LLC	5930620	464629760
K OCONNOR, LLC	3092611	129675264
RELIABLE TREE SRVC INC	2967276	2026098688
SHAFER CONTRACTING CO INC	7271490	32616448
SIR LINES-A-LOT INC	3509324	239710208
WARNING LITES OF MINNESOTA INC.	3086922	1138143232

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-383-460-832
Submitted Date and Time:	23-Mar-2026 9:20:02 AM
Legal Name:	DESIGN ELECTRIC INC
Federal Employer ID:	41-1223438
User Who Submitted:	jwright@designelect.com
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**596226048**
Minnesota ID:	6387590
Project Owner:	WRIGHT CO
Project Number:	SAP 086-635-042
Project Begin Date:	14-Aug-2023
Project End Date:	17-Oct-2025
Project Location:	ST MICHAEL
Project Amount:	$412,090.59
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Please print this page for your records using the print or save functionality built into your browser.

From: Rebecca Erickson
To: Laura B. Abbott
Subject: Waiver & IC134
Date: Monday, March 9, 2026 3:23:16 PM
Attachments: Outlook-x0v2aqsz.png
Outlook-hth4coog.png
CSAH35 Final Waiver.pdf

Caution: This email originated from outside the SMH organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you are in doubt please contact IT.

Laura-

Here are the closeout docs (below= IC134 & attached=final waiver) for CSAH 35.
I will await the final check for $457.28, and then I can finally get this one put away!

Thanks

-Becca

REBECCA ERICKSON

Erickson INFRASTRUCTURE

RebeccaE@ericksoninfrastructure.com
EricksonInfrastructure.com
O: 763-497-9209 ext.1 C: 612-910-9962
TGB-W | WBE | SBE
Woman Owned MN SMALL BUSINESS

From: MN Revenue e-Services <eservices.mdor@state.mn.us>
Sent: Monday, March 9, 2026 3:18 PM
To: Rebecca Erickson <rebeccae@ericksoninfrastructure.com>
Subject: Your Recent Contractor Affidavit Request

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-808-764-896
Submitted Date and Time:	9-Mar-2026 3:17:56 PM
Legal Name:	ERICKSON BUILDERS & CO INC
Federal Employer ID:	41-1797308
User Who Submitted:	EBCI509
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1099083776**
Minnesota ID:	1843652
Project Owner:	WRIGHT CO. HIGHWAY DEPT
Project Number:	SAP 086-635-042

Project Begin Date:	01-Aug-2024
Project End Date:	31-Dec-2024
Project Location:	WRIGHT CO.
Project Amount:	$22,863.80
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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How to View and Print this Request

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-035-972-576
Submitted Date and Time:	18-Mar-2026 2:12:52 PM
Legal Name:	ALVERO LLC
Federal Employer ID:	46-2582481
User Who Submitted:	alvero
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1297526784**
Minnesota ID:	3051898
Project Owner:	WRIGHT CO HWY
Project Number:	CSAH 35
Project Begin Date:	10-Apr-2024
Project End Date:	22-Nov-2024
Project Location:	WRIGHT CO
Project Amount:	$3,080.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-672-109-280
Submitted Date and Time:	4-Feb-2025 2:31:47 PM
Legal Name:	THUL SPECIALTY CONTRACTING INC
Federal Employer ID:	90-0211598
User Who Submitted:	Thul01
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1012412416**
Minnesota ID:	7502508
Project Owner:	WRIGHT COUNTY HIGHWAY DEPARTMENT
Project Number:	SAP 086-636-042/277-020-012
Project Begin Date:	07-Aug-2023
Project End Date:	30-Sep-2023
Project Location:	WRIGHT COUNTY CSAH 35
Project Amount:	$217,460.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Please print this page for your records using the print or save functionality built into your browser.

From: Tanya Doering
To: Laura B. Abbott
Subject: FW: Your Recent Contractor Affidavit Request
Date: Wednesday, March 11, 2026 2:53:09 PM

You don't often get email from tanya@cmsawing.com. Learn why this is important

Caution: This email originated from outside the SMH organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you are in doubt please contact IT.

Project 0123-1263

Tanya Doering, President
Central Minnesota Sawing, LLC
tanya@cmsawing.com
320-743-2001
10975 37th St Clear Lake, MN 55319

From: MN Revenue e-Services <eservices.mdor@state.mn.us>
Sent: Wednesday, March 11, 2026 2:51 PM
To: Tanya Doering <tanya@cmsawing.com>
Subject: Your Recent Contractor Affidavit Request

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-079-742-432
Submitted Date and Time:	11-Mar-2026 2:51:09 PM
Legal Name:	CENTRAL MINNESOTA SAWING LLC
Federal Employer ID:	16-1704720
User Who Submitted:	cmsawing
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1589882880**
Minnesota ID:	7155198
Project Owner:	UNKNOWN
Project Number:	086-635-211
Project Begin Date:	01-Jul-2024
Project End Date:	31-Dec-2024
Project Location:	WRIGHT CO
Project Amount:	$1,504.75

Subcontractors: No Subcontractors

Important Messages

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Contact Us

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Outlook

Your Recent Contractor Affidavit Request

From MN Revenue e-Services <eservices.mdor@state.mn.us>
Date Thu 3/12/2026 3:18 PM
To J & R Larson Grounds <office@jrlgrounds.com>

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	2-000-981-984
Submitted Date and Time:	12-Mar-2026 3:18:18 PM
Legal Name:	J & R LARSON GROUNDS MAINTENANCE LL
Federal Employer ID:	04-3648185
User Who Submitted:	JRLGROUNDS
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**464629760**
Minnesota ID:	5930620
Project Owner:	WRIGHT COUNTY
Project Number:	CP 086-035-211 / SAP 086-635-042
Project Begin Date:	09-Oct-2023
Project End Date:	22-Nov-2024
Project Location:	WRIGHT COUNTY
Project Amount:	$185,368.69
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-884-614-624
Submitted Date and Time:	19-Mar-2026 4:16:04 PM
Legal Name:	K OCONNOR, LLC
Federal Employer ID:	46-2564906
User Who Submitted:	KOCONNORK
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**129675264**
Minnesota ID:	3092611
Project Owner:	WRIGHT CO
Project Number:	CSAH 35 WRIGHT CO
Project Begin Date:	16-Oct-2023
Project End Date:	09-Oct-2024
Project Location:	WRIGHT CO
Project Amount:	$69,551.12
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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*Emailed 09/11/24

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-606-519-520
Submitted Date and Time:	11-Sep-2024 3:34:06 PM
Legal Name:	RELIABLE TREE SRVC INC
Federal Employer ID:	41-1671547
User Who Submitted:	ReliableTree
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**2026098688**
Minnesota ID:	2967276
Project Owner:	WRIGHT COUNTY
Project Number:	086-635-211
Project Begin Date:	05-Apr-2024
Project End Date:	05-Apr-2024
Project Location:	CSAH 35 WRIGHT COUNTY MN
Project Amount:	$7,490.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-071-573-472
Submitted Date and Time:	23-Mar-2026 11:39:20 AM
Legal Name:	SHAFER CONTRACTING CO INC
Federal Employer ID:	41-0945051
User Who Submitted:	MelAnderson
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**32616448**
Minnesota ID:	7271490
Project Owner:	WRIGHT COUNTY HIGHWAY DEPARTMENT
Project Number:	086-635-042
Project Begin Date:	27-Apr-2024
Project End Date:	26-Oct-2024
Project Location:	CSAH 35 WRIGHT COUNTY
Project Amount:	$3,494,753.23
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-638-842-848
Submitted Date and Time:	9-Mar-2026 2:28:44 PM
Legal Name:	SIR LINES-A-LOT INC
Federal Employer ID:	46-5427787
User Who Submitted:	linesalot
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**239710208**
Minnesota ID:	3509324
Project Owner:	WRIGHT COUNTY HIGHWAY DEPARTMENT
Project Number:	CSAH 35 RECONSTRUCTION
Project Begin Date:	01-Nov-2023
Project End Date:	31-Dec-2024
Project Location:	WRIGHT COUNTY
Project Amount:	$281,090.44
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-706-618-848
Submitted Date and Time:	23-Mar-2026 10:19:12 AM
Legal Name:	WARNING LITES OF MINNESOTA INC
Federal Employer ID:	36-4762529
User Who Submitted:	kwilliams07
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1138143232**
Minnesota ID:	3086922
Project Owner:	WRIGHT COUNTY
Project Number:	SPAP 086-635-042
Project Begin Date:	01-Oct-2023
Project End Date:	01-Oct-2025
Project Location:	CSAH 35
Project Amount:	$155,011.24
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Consent Of Surety to Final Payment

Bond No: 190052715

PROJECT: *(Name and address)* CSAH 35 Reconstruct: Jamison Ave to One-Way Pair, CP 086-635-211, SAP 086-635-042/SAP 227-020-012, Contract Number: 23-04	ARCHITECT'S PROJECT NUMBER: 23-04 CONTRACT FOR: General Construction	OWNER: ☑ ARCHITECT: ☐ CONTRACTOR: ☐ SURETY: ☐ OTHER: ☐
TO OWNER: *(Name and address)* Wright County 3600 Braddock Avenue NE, Buffalo, MN 55313	CONTRACT DATED: May 16, 2023	

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Liberty Mutual Insurance Company
175 Berkeley Street
Boston, MA 02116

, SURETY,

on bond of
(Insert name and address of Contractor)

S.M. Hentges & Sons Inc.
650 Quaker Avenue
Jordan, MN 55352

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

Wright County
3600 Braddock Avenue NE
Buffalo, MN 55313

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: March 23, 2026
(Insert in writing the month followed by the numeric date and year.)

Liberty Mutual Insurance Company
(Surety)

(Signature of authorized representative)

Brian J. Oestreich, Attorney-in-Fact
(Printed name and title)

Attest:
(Seal):
Sandra M. Engstrum

LIBERTY MUTUAL INSURANCE COMPANY INCORPORATED 1912 MASSACHUSETTS
Seal No. 5520

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1

User Notes: (1466710072)

Liberty Mutual SURETY

POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8213401- 190054

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Kristine M. Becks; Melinda C. Blodgett; R. C. Bowman; Joseph Cardinal; Tina Domask; Sandra M. Engstrum; R. W. Frank; Ted Jorgensen; Joshua R. Loftis; Ryan-Olivia E Lundy; Michelle Morrison; Austin Muehlschlegel; Brian J. Oestreich; Sarah Robinson; Ross S. Squires; Nicole Stillings; Nathan Weaver; Colby D. White

all of the city of St. Louis Park state of MN each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 19th day of March, 2025.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: _____
Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 19th day of March, 2025 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.

Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2029
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: _____
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 23rd day of March, 2026.

By: _____
Renee C. Llewellyn, Assistant Secretary

LMS-12873 LMIC OCIC WAIC Multi Co 02/24

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

RESOLUTION #26-31
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
April 7, 2026

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Robert (Kirby) Moynagh III	District 5

RESOLUTION #26-31

BE IT RESOLVED that, all work having been satisfactorily completed and the Engineer's Certificate of Final Contract Acceptance having been submitted, the Wright County Board of Commissioners does hereby accept Contract 2304 for the CSAH 35 4-Lane reconstruction and hereby does authorize final payment in the amount of $368,758.09 to S M Hentges & Sons, Inc. of Jordan, MN.

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK	☐	☐	☐	☐
VETSCH	☐	☐	☐	☐
HOLLAND	☐	☐	☐	☐
SCHOEN	☐	☐	☐	☐
MOYNAGH	☐	☐	☐	☐

STATE OF MINNESOTA)
ss.
County of Wright)

IN TESTIMONY WHEREOF, I have hereunto signed my name and caused the seal of the County of Wright to be affixed.

Select Signer

Version 2