



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JANUARY 4, 2022**

WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES

The Washington County Board of Commissioners met in regular session at 9:00 a.m. in the Washington County Government Center, County Board Room.

Present: Commissioner Fran Miron, District 1
Commissioner Stan Karwoski, District 2
Commissioner Gary Kriesel, District 3
Commissioner Wayne Johnson, District 4
Commissioner Lisa Weik, District 5

Also Present: Kevin Corbid, County Administrator
Brent Wartner, First Attorney
Stephanie Kammerud, Administrative Assistant

The Board recited the Pledge of Allegiance.

ELECTION OF 2022 WASHINGTON COUNTY BOARD CHAIR AND VICE CHAIR

Board Chair Weik asked for nominations for County Board Chair for 2022.

Commissioner Kriesel moved to nominate Commissioner Wayne Johnson for 2022 County Board Chair. Commissioner Weik asked for further nominations; none were heard. Nominations were closed.

Commissioner Weik asked all those in favor of electing Commissioner Wayne Johnson as 2022 County Board Chair to signify by saying Aye. All commissioners were in favor, and the motion was adopted unanimously.

Commissioner Wayne Johnson was elected as 2022 County Board Chair.

Board Chair Johnson asked for nominations for 2022 County Board Vice Chair.

Commissioner Miron moved to nominate Commissioner Gary Kriesel for 2022 County Board Vice Chair. Commissioner Johnson asked for further nominations; none were heard. Nominations were closed.

Commissioner Johnson asked all those in favor of electing Commissioner Gary Kriesel as 2022 County Board Vice Chair to signify by saying Aye. All Commissioners were in favor, and the motion was adopted unanimously.

Commissioner Gary Kriesel was elected as 2022 County Board Vice Chair.

RECOGNITION OF THE OUTGOING COUNTY BOARD CHAIR

Chair Johnson presented outgoing Chair Weik with a plaque thanking her for her service as 2021 County Board Chair, acknowledged her leadership through many changes related to COVID-19, and the decision-making related to the American Rescue Plan Act funding. The year continued to be dominated by the COVID-19 pandemic and its impact on the work of all county employees; however, there were many accomplishments this past year.

The county provided assistance to those most impacted by the pandemic through business relief and rental assistance. The county's health services continued to provide wellness support services, aiding residents in obtaining healthy food and other health services, while continuing to provide vaccine clinics for adults and children and other pandemic-related responses.

The new Cottage Grove Ravine Landing was opened, Wildwood Library celebrated its first birthday, and enhancements are underway at the Recycling & Energy Facility in Newport. The 2022 budget and future budgets will reflect work that staff has done to change the way capital improvements in the county are funded. Much work has been done by the county over the past year related to diversity, equity, and inclusion. At the end of 2021, the county joined the national opioid settlements that will provide ongoing funding to the county to combat the opioid addiction crisis.

Prior to year end, county commissioners approved labor agreements with a majority of employee unions and hope to reach settlement with the remaining groups at the beginning of this year. Great strides have been made on the Gold Line under Commissioner Weik's leadership and that of Commissioner Karwoski. Planning is well underway for a Western Service Center on the transit line.

BOARD MEETING DATES FOR 2022

The proposed 2022 board meeting dates indicate that the County Board will meet on Tuesdays, with 34 official board meetings scheduled in 2022, and 5 workshop-only meetings. The board will not meet on any Tuesday which is a legal holiday. The County Board meetings will continue to begin at 9:00 a.m. Tuesdays, with the exception of two meetings a year that are required to be evening meetings per state statute. The Board Chair can call an evening meeting or a later start time, when necessary, to conduct business or to allow for evening access by citizens or interested parties.

Commissioner Weik moved to approve the board meeting dates for 2022. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

COMMENTS FROM THE PUBLIC

Board Chair Johnson asked for comments from the public; none were heard.

CONSENT CALENDAR

Commissioner Weik moved, seconded by Commissioner Miron, to adopt the Consent Calendar as follows:

1. Approval of the December 7, December 14, and December 21, 2021, County Board meeting minutes.
2. Approval of 2022 Memorial Day appropriations of \$100 each, upon request, for military service organizations.
3. Approval of reappointments of citizen volunteers to advisory committees as follows:
 - Community Corrections Advisory Board – Kevin Horst, District 1
 - Community Corrections Advisory Board – Kellie Reynolds, District 4
 - Community Corrections Advisory Board – Andrew Fields, Education Representative
 - Community Corrections Advisory Board – Chief Peter Koerner, Law Enforcement Representative
 - Community Corrections Advisory Board – Nathan Sosinski, Public Defender’s Office
 - Community Corrections Advisory Board – Christine VonDelinde, Victims Representative
 - Community Development Agency – Daniel Dingle, District 4
 - Historic Courthouse Committee – Mark Schroeder, District 1
 - Historic Courthouse Committee – Shauna Holt, District 2
 - Historic Courthouse Committee – Carly Johnson, District 3
 - Historic Courthouse Committee – Shana Haraldson Morse, District 5
 - Historic Courthouse Committee – Karlene McComb, Washington County Historical Society Representative
 - Library Board – Tammy McCulloch, District 5
 - Mental Health Advisory Committee – Shana Haraldson Morse, District 5
 - Minnesota Extension – Bob Hervig, District 1
 - Minnesota Extension – Avis Peters, District 3
 - Parks and Open Space Commission – Jyneen Thatcher, District 1
 - Parks and Open Space Commission – Anne Seiss, District 3
 - Veteran’s Rest Camp on Big Marine – Tim Bishop, At-Large
4. Approval of **Resolution No. 2022-001** as follows:

RESOLUTION TO SET MINIMUM SALARY FOR COUNTY ATTORNEY FOR TERM NEXT FOLLOWING

WHEREAS, Minnesota Statute 388.18, Subd. 2, provides that annually the County Board shall set by resolution the salary of the County Attorney and further provides that at the January meeting prior to the first date on which applicants may file for the office of the County Attorney, the County Board shall set by resolution the minimum salary to be paid to the County Attorney for the term next following.

NOW, THEREFORE, BE IT RESOLVED that the minimum salary to be paid to the County Attorney for the term next following shall be \$147,321.

Approval of **Resolution No. 2022-002** as follows:

**RESOLUTION TO SET MINIMUM SALARY FOR
COUNTY SHERIFF FOR TERM NEXT FOLLOWING**

WHEREAS, annually the County Board sets by resolution the salary of the County Sheriff; and

WHEREAS, Minnesota Statute 387.20, Subd. 2(b) provides that at the January meeting prior to the first date on which applicants may file for the office of the County Sheriff, the County Board shall set by resolution the minimum salary to be paid to the County Sheriff for the term next following.

NOW, THEREFORE, BE IT RESOLVED that the minimum salary to be paid to the County Sheriff for the term next following shall be \$137,727.

5. Approval to submit the Minnesota Family Investment Program (MFIP) Biennial Service Agreement (BSA) for January 1, 2022, through December 31, 2023, to the Minnesota Department of Human Services.
6. Approval of the revised and updated Post Employment Health Care Savings Plan (HCSP) for the Confidential Employee Group.
7. Approve Contract No. 14467 with Alliance Courier in the amount of \$145,773.68 for Library Delivery Services from January 1, 2022, through January 1, 2025.
8. Approve authorization for the County Board Chair and County Administrator to sign Agreement No. 14527 with the University of Minnesota Extension Service for 4-H programs and staffing.
9. Approve Contract No. 14522 with WSB & Associates, Inc. to perform design services for the Lake Elmo Preserve Reserve Swim Pond Filtration Improvement Project in the amount of \$124,617.00.
10. Approve an application for federal assistance from the Office of National Drug Control Policy for federal grant funding in the High Intensity Drug Trafficking Areas (HIDTA) program.

The motion was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Kriesel, Karwoski, Weik, and Johnson. Nays, none.

ACCOUNTING AND FINANCE

Presentation of Annual Financial Highlights and Awards

The Washington County Board of Commissioners were presented with the county's financial and budget awards.

Principal Accountant Carl Jacobson presented the 2020 annual financial audit highlights and summary. Washington County's net position increased by \$56.9 million, driven by investments in capital assets, reductions in bonded debt, intergovernmental funding, and investment returns. Prior year Governmental Accounting Standards Board (GASB) Other Post-Employment Benefits (OPEB) implementation and investment in capital assets caused unrestricted net position to show a negative balance of \$742,000.

Unrestricted fund balance on the fund financial statements increased, while expenditures also increased; the fund balance increased to \$16.9 million. This was due to a large increase in intergovernmental revenues, and strong investment performance in the general fund. The county has approximately 4.6 months of expenditures in unrestricted fund balance (assigned and unassigned).

For the general fund, unrestricted fund balance increased, and expenditures increased. The county has approximately 5.9 months of expenditures in fund balance (assigned and unassigned).

Mr. Jacobson stated that each year, the county is required by state law to publish the summary financial statement in a newspaper insert. The 2020 financial information will be published in the Country Messenger and the Stillwater Gazette.

Mr. Jacobson reported that the Annual Comprehensive Financial Report was renamed this year; however, it remains the same report. Given the growing connectivity and cooperative efforts by GASB working with other nations across the globe, an update was necessary.

Mr. Jacobson presented the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting Award for the county's 2019 Annual Comprehensive Finance Report (ACFR). This is the 35th year Washington County has received this award. The certificate of achievement was awarded to 17 of Minnesota's 87 counties for 2019. The ACFR is an all-encompassing financial document. Washington County is one of the 19.5% counties in the state and 17.6% nationally that received this honor.

Mr. Jacobson presented the GFOA Outstanding Achievement in Popular Annual Financial Reporting (PAFR) Award for 2019. This is the second year that Washington County has received this award. The PAFR award was designed for reader appeal and understandability. Staff extract information from the ACFR to produce a more user-focused financial report. For 2019, the PAFR was awarded to 5 of Minnesota's 87 counties. Washington County is part of the 8% in the state and 3.1% nationally that have received this honor.

Many county staff contribute and play a critical role in preparation of these reports and the awards would not be possible without department contributions. Mr. Jacobson commended all staff involved in the process of creating these documents.

County Budget/Financial Analyst Janna Oman presented the GFOA Distinguished Budget Presentation Award for the county's 2021 budget. Each year, after the adoption of the county's final budget, staff prepare a budget document that can be used by commissioners, staff, and the public as a policy document, an operations guide, a financial plan, and a communications device for the public to understand the county's budget.

In order to receive the award, the budget document is submitted to GFOA and it goes through a number of peer reviews to determine if the quality of the document meets the nationally recognized standards for effective budget presentation. In order to receive the award, the county document must meet all 14 mandatory criteria on which it is rated. The award program began in 1998 and is the only national awards program in governmental budgeting. 2021 is the 24th consecutive year of Washington County receiving this esteemed award.

Ms. Oman reported that in Minnesota, only five counties (5.7%) have received the award for 2021 – Carver, Crow Wing, Dakota, and Ramsey – in addition to Washington County. Nationwide, 263 counties (8.7%) have received the award in 2021. The award reflects the commitment of Washington County and staff to meet the highest principles of governmental budgeting.

Ms. Oman stated the county's budget is a product of much hard work by the County Board and county staff, and reflects the priorities of its county residents. Similar to the ACFR, many county staff contribute and play a critical role in preparation of the budget document, and the award would not be possible without department contributions. Ms. Oman commended all staff involved in the process of creating this document.

PUBLIC WORKS

Public Works Traffic Engineer Joe Gustafson presented Contract No. 14464 with Traffic Control Corporation for purchase and implementation of Advanced Traffic Management System (ATMS) software.

Mr. Gustafson reported there are 83 county-owned signal systems in operation, and 12 additional intersections operated on behalf of other agencies. All signals are operated by a controller cabinet and current operations are in need of an upgrade.

Mr. Gustafson reported that Washington County secured federal funding via the 2016 Regional Solicitation for this project. These upgrades were proposed to include new communication linkages via fiber optic technology and cellular modems, along with traffic management cameras and a central software system to allow for connectivity of various components and real-time monitoring for traffic signal malfunctions. Funds were awarded in 2016, not to exceed \$654,880, plus a required local match of 20%.

Commissioner Kriesel moved to approve Contract No. 14464 with Traffic Control Corporation for purchase and implementation of an Advanced Traffic Management System (ATMS) software in the amount of \$201,500. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

2022 Legislative Agenda

Deputy County Administrator Jan Lucke presented the proposed 2022 legislative agenda. The legislative platform includes high priority and general planks.

The high priority planks include:

- Trunk Highway 36 and County State Aid Highway 17 (Lake Elmo Avenue) Intersection Project
- Washington County Historic Courthouse Renovation
- Washington County Land and Water Legacy Program
- Solid Waste Management Incentives
- Community Correction Funding
- County State Aid Highway 5 (Stonebridge Trail) and Brown's Creek State Trail Connection Project
- Licensing Service Fees
- Support the Funding of Transitway Capital Maintenance Through Non-County Sources
- State Bonding for Metropolitan Council Regional Park System
- Local Property Taxpayer Protection
- Expanded Bus Route 363 – Red Rock Corridor, Phase I Implementation

The general county planks include:

- Interstate 694, Interstate 494, and Interstate 94 System Interchange Project
- Trunk Highway 36 and Trunk Highway 120 (Century Avenue) Grade Separation Project
- Expanding the Regional Transit Capital Area in the Twin Cities Metropolitan Area
- Reinstating Lottery-In-Lieu Dedication
- Expansion of Broadband
- Accessible Data Management
- Technology Request for Proposals
- Next Generation 911 GIS Data Requirements

The legislative agenda also includes Appendices, including:

- Truth in Taxation – Facts About Your 2022 Property Taxes
- Suggested Mandates for Consideration of Repeal or Reform
- Partnership on Waste and Energy
- Association of Minnesota Counties (AMC) Legislative Platform
- Minnesota Inter-County Association (MICA) Legislative Platform



Commissioner Miron moved to approve the 2022 legislative agenda. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

COMMISSIONER REPORTS

Commissioners reported on meetings and other events they attended. Please see archived web streaming of the board meeting for full commissioner reports at www.co.washington.mn.us, under "County Board."

BOARD CORRESPONDENCE

No board correspondence was received.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Weik moved to adjourn, seconded by Commissioner Karwoski, and it was adopted unanimously. The County Board meeting adjourned at 10:41 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The Board met in workshop session to review the draft questions to be included in the 2022 Residential Survey. Present for the workshop were Commissioners Johnson, Weik, Miron, Karwoski, and Kriesel. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BOARD WORKSHOP WITH ADMINISTRATION

The Board met in workshop session for launch of the Washington County Land and Water Legacy Program's 15-year celebration and review of communication documents. Present for the workshop were Commissioners Johnson, Weik, Miron, Karwoski, and Kriesel. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Wayne A. Johnson

Wayne A. Johnson
County Board Chair