

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
OCTOBER 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
Susan Tice, County Attorney Civil Division Chief
Stephanie Kammerud, Administrative Assistant

The Board recited the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

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

CONSENT CALENDAR

Commissioner Johnson asked that Consent Calendar item E, regarding a donation to the Library, be pulled from today's Consent Calendar and be addressed as a separate item. Commissioner Johnson asked for a motion to approve the Consent Calendar with item E removed.

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

1. Approval of **Resolution No. 2022-114** as follows:

**RESOLUTION REAPPOINTING JOHN BRACH TO THE
VALLEY BRANCH WATERSHED DISTRICT**

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the county, state or federal government, expect that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the experience of the individual being reappointed to determine if he is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following reappointment it finds that the managers of the watershed district fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being reappointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby reappoints John Brach to a second term on the Valley Branch Watershed District, to begin on November 13, 2022, and end on November 13, 2025.

BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

2. Approve a Land and Water Legacy Program Memorandum of Understanding defining how Washington County and Minnesota Land Trust will collaborate on a Lessard-Sams Outdoor Heritage Council partnership grant award received to protect, restore and enhance critical habitat.
3. Approve Amendment No. 3 to the Memorandum of Understanding with the Minnesota Land Trust (MLT) for monitoring of Land and Water Legacy Program co-held conservation easements to expand the list of projects MLT monitors.
4. Approve a grant contract between Washington County and the Minnesota Department of Human Services for Housing Supports for Adults with Serious Mental Illness (HSASMI) program funding in the total amount of \$227,181 for State Fiscal Years 2023 and 2024.
5. Approval of the plat of Hills of Spring Creek First Addition.
6. Approve Amendment No. 3 to Contract No. 12158 between Washington County and Clean Harbors Environmental Services, Inc. for household hazardous waste management services.
7. Approve Lease Agreement No. 15143 with Scott and Moira Schomburg for the county-owned house located at 15330 Afton Hills Court South, Afton, MN.
8. Approve Grant Agreement No. 15140 between the Minnesota Department of Public Safety and the Washington County Sheriff's Office for the 2023 DWI/Traffic Safety Officer Grant in the amount of \$125,125.
9. Approve Joint Powers Agreement No. 15028 with the City of Saint Paul Park for sharing law enforcement data.
10. Approval of **Resolution No. 2022-115** as follows:

**UNITED STATES POLICE CANINE ASSOCIATION
AND THE AMERICAN KENNEL CLUB**

WHEREAS, Washington County gratefully accepts donations, gifts, and bequests from public and private sources to enhance the programs and services it provides; and

WHEREAS, any gift, donation, or bequest becomes the property of Washington County; and

WHEREAS, the Washington County Board is authorized to approve donations, gifts, and bequests.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby approve and accept \$15,000 from the American Kennel Club Reunite Adopt a K9 Cop Program.

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

Resolution to Accept a Donation to the Library

Commissioner Johnson reported that the Library has received a donation for \$4,322.87 from a brokerage account of deceased library patron, Delores Sundbye. Commissioner Johnson acknowledged the generosity of gifts such as these, and noted that this donation will be used to fund eBooks and digital content for the Library.

Commissioner Johnson moved to adopt **Resolution No. 2022-116** as follows:

LIBRARY DONATION

WHEREAS, Washington County gratefully accepts donations, gifts, and bequests from public and private sources to enhance the programs and services it provides; and

WHEREAS, any gift, donation, or bequest becomes the property of Washington County; and

WHEREAS, the Washington County Board is authorized to approve donations, gifts, and bequests.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby approve the donation of the brokerage account of deceased patron Delores Sundbye with a value of \$4,322.87 as of September 22, 2022, for the Washington County Library.

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

PUBLIC HEARING – PUBLIC HEALTH & ENVIRONMENT

Proposed Revisions to Washington County Food Code Ordinance #145

The public hearing opened at 9:05 a.m.

Board Chair Johnson presented a brief overview of today's public hearing to consider revisions of Washington County Ordinance #145, the Food Code Ordinance. The proposed revisions are made to incorporate reference to changes made statewide to the Minnesota Food Code, Minnesota Rules Chapter 4626. This hearing is being held pursuant to the requirements contained in Minnesota Statute Section 375.51. On September 13, 2022, the County Board issued its order setting this public hearing for today. Board Clerk Stephanie Kammerud indicated that proper notices were published and made part of the record.

Senior Community Health Program Manager Jeff Travis reported that Washington County Food Code Ordinance #145 establishes processes for licenses, inspections, fees, and variances, as well as health, safety, and quality standards of food. The Public Health & Environment Department (PHE) provides licenses and inspections for more than 750 food establishments, with many establishments having more than one type of license. Food Code Ordinance #145 also provides enforcement authority for resolving non-compliance issues.

Mr. Travis reported that the proposed revisions to Food Code Ordinance #145 will align with the new Minnesota Food Code, and the county's delegation agreement with the Minnesota Department of Health. Changes to the Minnesota Food Code included terminology, food handling, health and hygiene, and equipment and facilities.

Mr. Travis presented the proposed revisions as follows: deleting or revising definitions that are redundant, unclear, or outdated; clarifying language that is unclear or to improve readability; revising the variance section to include the state variance process; clarifying exemptions from the ordinance; and revising late fees for special food event applications. The revisions were approved by the Washington County Attorney's Office and the Minnesota Department of Health.

Chair Johnson asked for any comments from the public; none were heard. No written comments were received prior to this public hearing.

There being no further comments, Chair Johnson asked for a motion to close the public hearing and open the matter for discussion and comments by board members. Commissioner Karwoski moved to approve closing the public hearing. Commissioner Weik seconded the motion, and it was adopted unanimously.

The public hearing was closed at 9:17 a.m.

Commissioner Miron asked for a clarification on verbiage under Section 6.1 of the ordinance, and Mr. Travis provided clarification. Commissioners expressed their support for making the revisions to the county's ordinance. There was general discussion on process, food trucks, and the importance of food safety and public health. Commissioner Johnson suggested using the county's newsletter Staying In Touch for communicating information regarding the revisions to the ordinance.

All commissioners expressed support to move forward with the next steps to revise Washington County Food Code Ordinance #145. Chair Johnson requested that county staff draft a proposed resolution consistent with the board's discussion and comments to revise Washington County Food Code Ordinance #145. The matter should then be brought back to a County Board meeting to consider adopting the resolution.

PROPERTY RECORDS AND TAXPAYER SERVICES

Resolution Proclaiming October 3-7, 2022, as Customer Service Week

Interim Property Records and Taxpayer Services (PRTS) Director Amy Stenftenagel presented a resolution to honor county staff and employees of the PRTS Department during Customer Service Week in Washington County.

Commissioner Karwoski moved to adopt **Resolution No. 2022-117** as follows:

RESOLUTION HONORING COUNTY STAFF AND EMPLOYEES OF THE DEPARTMENT OF PROPERTY RECORDS AND TAXPAYER SERVICES DURING CUSTOMER SERVICE WEEK OCTOBER 3-7, 2022

WHEREAS, the purpose of the work of Washington County employees is to serve the residents of Washington County; and

WHEREAS, the mission of Washington County is providing quality services through responsible leadership, innovation, and the cooperation of dedicated people; and

WHEREAS, the employees at Washington County live this mission every day providing a wide variety of quality external and internal services; and

WHEREAS, the people who make up the staff of the county's Property Records and Taxpayer Services Department have extensive technical knowledge and serve county residents on a daily face-to-face basis at a number of locations throughout the county; and

WHEREAS, prompt, friendly, and accurate customer service is a requirement of that staff doing its job well, and serving county residents with its utmost ability; and

WHEREAS, it is fitting to recognize the supreme customer service that staff provides while fulfilling its role of providing service to the residents of Washington County.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners wishes to extend its heartfelt thanks and appreciation to all employees of Washington County for the quality service they provide; and

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners wishes to specifically acknowledge Property Records and Taxpayer Services staff for its matchless customer service to all residents of Washington County; and

BE IT FURTHER RESOLVED, that, in light of that appreciation, the Washington County Board of Commissioners proclaims October 3-7, 2022, Customer Service Week in Washington County, to publicly state that appreciation.

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

PUBLIC HEALTH & ENVIRONMENT

Amendment to Statewide Health Improvement Partnership Grant Agreement

Public Health Program Supervisor Rebecca Leighton presented an amendment to the Statewide Health Improvement Partnership (SHIP) grant agreement. SHIP is a program and funding source from the Minnesota Department of Health (MDH). SHIP is focused on creating opportunities in partnership with communities that lead to equitable, healthy, and positive conditions that promote the health and well-being of all Minnesotans. Within Washington County, SHIP funds are focused on expanding opportunities for schools, active living, healthy eating, healthcare, worksites, tobacco-free living, and childcare.

Ms. Leighton reported that SHIP and Washington County are committed to advancing health equity in the state and county, and are working to eliminate health inequities in communities through continuous and robust community engagement, where communities identify and implement strategies for change. This focus on equity has been embedded in the SHIP work throughout the past several years and continues to deepen in the upcoming cycle. Ms. Leighton provided some examples of the projects, such as breastfeeding-friendly worksites, accessible park trails, a library food pantry pilot, and community engagement events.

SHIP is awarded on a five-year funding cycle, with the first year of this application cycle approved by the Washington County Board in 2020. The amendment presented for approval today includes an increase of \$1,543,461. The total amended grant amount for the five-year period is \$2,592,435.

Commissioner Weik moved to approve an amendment to Grant Agreement No. 13735 with the Minnesota Department of Health, increasing the grant award by \$1,543,461, for the period of November 1, 2022, through October 31, 2025. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

County Administrator Kevin Corbid reported that commissioners have received copies of the 2021 Minnesota Counties Intergovernmental Trust (MCIT) Annual Report. Mr. Corbid also announced that tomorrow will be the Employee Years of Service Recognition Breakfast, which celebrates milestone years of employment with Washington County.

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 Miron moved to adjourn. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 10:14 a.m.

BOARD WORKSHOP WITH ADMINISTRATION AND PUBLIC WORKS

The Board met in workshop session to review the draft 2023-2027 Capital Improvement Plan (CIP). Present for the workshop were Commissioners Weik, Kriesel, Miron, Karwoski, and Johnson. 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