



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
OCTOBER 18, 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 Weik moved, seconded by Commissioner Kriesel, to adopt the Consent Calendar as follows:

1. Approval of the September 27, 2022, and October 4, 2022, County Board meeting minutes.
2. Approval to appoint Jaime MK Staska to a partial term as a Workforce Representative on the Workforce Development Board, with the term expiring June 30, 2025.
3. Approval of CivicPlus contract for web hosting services.
4. Approval of **Resolution No. 2022-118** as follows:

**RESOLUTION TO APPOINT AMY STENFTENAGEL
WASHINGTON COUNTY DIRECTOR OF PROPERTY RECORDS
AND TAXPAYER SERVICES AS THE COUNTY RECORDER**

WHEREAS, the 1997 Minnesota Legislature enacted 1997 Minnesota Laws Chapter 153 which is special legislation investing the Washington County Board of Commissioners with the authority to discharge the statutory duties of the offices of County Recorder and County Auditor-Treasurer through department heads appointed by the Board for these purposes; and

WHEREAS, 1997 Minnesota Laws Chapter 153, requires the County Board to appoint a department head as the County Recorder to act for it in the discharge of the duties of the County Recorder; and

WHEREAS, the County Board of Commissioners in their Resolution 97-131 set forth the manner in which the department head shall be appointed; and

WHEREAS, the County Board of Commissioners, at its meeting of July 25, 2006, adopted a new organizational structure which merged the Assessment, Taxpayer Services and Elections Department and the Office of Recorder into the newly named Department of Property Records and Taxpayer Services; and

WHEREAS, the Director of Property Records and Taxpayer Services position has been vacant since March 11, 2022; and

WHEREAS, the County Board appointed Deputy Administrator Jennifer Wagenius as the interim County Recorder on March 15, 2022; and

WHEREAS, Amy Stenftenagel has been appointed as the Director of Property Records and Taxpayer Services effective October 6, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Administrator hereby appoints Amy Stenftenagel as the County Recorder and the County Board of Commissioners hereby consents to this appointment.

BE IT FURTHER RESOLVED, that the appointed Recorder shall discharge the statutory duties of this office effective October 18, 2022.

5. Approval of a 1.0 Full-Time Equivalent (FTE) Social Worker I/II to provide housing case management services in Community Services.
6. Approval to amend the Lower St. Croix Comprehensive Watershed Management Plan to add Valley Creek and Kelle's Creek as priority water bodies.
7. Approval of the amended Lower St. Croix One Watershed One Plan Fiscal Year 2023 Watershed Based Implementation Funding Grant Work Plan.
8. Approval of **Resolution No. 2022-119** as follows:

**RESOLUTION TO ACQUIRE RIGHT-OF-WAY FOR ROADWAY
IMPROVEMENTS ON COUNTY HIGHWAY 28
AT THE INTERSECTION OF STATE HIGHWAY 95
IN DENMARK TOWNSHIP**

BE IT RESOLVED THAT Washington County proceed to purchase the permanent right-of-way, permanent road easements, permanent drainage and utility easements, and temporary easements necessary to improve County Highway 28 in Denmark Township as shown on the attached map; located in Washington County, Minnesota.

BE IT FURTHER RESOLVED THAT the officers of said County, including the County Engineer, the County Administrator and the County Attorney, shall proceed and are hereby authorized to proceed to acquire, by negotiations and purchase and if necessary, the exercise of eminent domain; right-of-way to establish said permanent right-of-way, permanent easements, and temporary construction easements. Such officers are specifically authorized to take such action and execute such instruments and plats if any be necessary, to acquire said right-of-way and associated easements.

9. Approval of Conservation Practice Assistance Contract No. 15022 with Washington Conservation District (WCD) for Fiscal Year 2022 Board of Water and Soil Resources (BWSR) Habitat Enhancement Landscape Pilot.
10. Approval of **Resolution No. 2022-120** as follows:

**WASHINGTON COUNTY AND
SPRINT SPECTRUM REALTY COMPANY, LLC**

BE IT RESOLVED, that Washington County is authorized to extend and modify the site agreement with Sprint Spectrum Realty Company for the Stillwater Tower License.

BE IT FURTHER RESOLVED, that the Washington County Sheriff, Dan Starry, is hereby authorized to execute and sign this amendment and any amendments thereto, as are necessary on behalf of Washington County.

11. Authorization to transfer ownership of Washington County Sheriff's Office K9 Kirk to his handler, Sergeant Paul Stenglein.
12. Approve Grant Agreement No. 15153 between the Minnesota Department of Public Safety and the Washington County Sheriff's Office for the 2023 Enforcement Grant for \$203,425.

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

PUBLIC HEALTH & ENVIRONMENT

Resolution to Approve Revisions to the Food Code Ordinance

Senior Community Health Program Manager Jeff Travis reported that the Department of Public Health & Environment is proposing changes to the Washington County Food Code Ordinance #145. These changes will update the ordinance to bring it into alignment with the Minnesota Food Code, Minnesota Rules Chapter 4626, and the county's delegation agreement with the Minnesota Department of Health.

Mr. Travis reported the proposed revisions include: 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.

Mr. Travis reported that the County Board conducted a workshop on September 13, 2022, and a public hearing on October 4, 2022, on the proposed revisions.

Commissioner Miron moved to adopt **Resolution No. 2022-121** as follows:

RESOLUTION ADOPTING WASHINGTON COUNTY FOOD CODE ORDINANCE #215

WHEREAS, Minn. Stat. §145A.04 authorizes counties to enforce laws, regulations and ordinances attendant to the local Board of Health; and

WHEREAS, Minn. Stat. §145A.05 authorizes county boards to adopt ordinances to regulate actual or potential threats to public health consistent with the Minnesota Local Public Health Act; and

WHEREAS, the Minnesota Department of Health is responsible under Minnesota Statute for regulation and enforcement authority over food establishments; and

WHEREAS, Washington County entered into a delegation agreement on September 2, 2010, to carry out the regulation and enforcement authority over food establishments within the county; and

WHEREAS, the current Washington County Food Code Ordinance is Washington County Ordinance #145, which was adopted on February 22, 2000; and

WHEREAS, the Minnesota Food Code (Minnesota Rules Chapter 4626) is incorporated into the county's Food Code Ordinance as operating requirements for Food Establishments; and

WHEREAS, the Minnesota Food Code was revised January 1, 2019; and

WHEREAS, Washington County's Food Code Ordinance requires revision to be in alignment with the revised Minnesota Food Code and the delegation agreement with Minnesota Department of Health; and

WHEREAS, on September 13, 2022, the Department of Public Health and Environment met in workshop with the Washington County Board of Commissioners, to review proposed revisions to the Food Code Ordinance #145; and

WHEREAS, on October 4, 2022, the Washington County Board of Commissioners conducted a public hearing pursuant to Minn. Stat. §375.51 to consider revisions to the Washington County Food Code Ordinance #145.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby adopts Washington County Food Code Ordinance #215, to take effect upon the passage of this resolution and its publication according to law; and

BE IT FURTHER RESOLVED, that the Washington Board of Commissioners hereby repeals Washington County Food Code Ordinance #145, with said repeal to take effect on the date that Washington County Food Code Ordinance #215 becomes effective.

Commissioner Karwoski 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.

Approval of Mutual Aid Agreement with Public Health & Environmental Health Entities

Public Health & Environment Director David Brummel presented a mutual aid agreement between the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington; the cities of Bloomington, Brooklyn Park, Edina, Maplewood, Minneapolis, Minnetonka, Richfield, and Wayzata; and the University of Minnesota, to make personnel, equipment, and other resources available to governmental units in the event of an emergency, training, drill, or exercise.

Washington County Public Health & Environment has been an active and participating member in a public health and environmental health mutual aid agreement since February 2007.

Commissioner Weik moved to approve the Public Health & Environmental Health Entities Metropolitan Minnesota Mutual Aid Agreement No. 15158. Commissioner Kriesel seconded the motion, and it was adopted unanimously.

PUBLIC WORKS

Contract for Construction Management Agency Services

Senior Building Services Project Manager Mandy Leonard presented a contract with Kraus-Anderson Construction for \$884,740 for Construction Management Agent Services for the West Central Service Center in the City of Woodbury. This project is identified in the county's Capital Improvement Plan (CIP) as project #BSD-WCSC-001.

Ms. Leonard reported that the 2019 Strategic Facility Plan indicated a need for a new service center to replace the existing Woodbury Service Center. In April 2022, Building Services was given direction to proceed with land acquisition and design efforts for the new service center located near the corner of Woodlane Drive and Guider Drive.

Building Services publicly advertised a request for proposals (RFP) for construction management in August 2022. Staff recommends approval of a contract with Kraus-Anderson based on its competitive pricing, and having demonstrated a high quality of work from experience working with Washington County. This project is funded with County Bonds.

Commissioner Karwoski moved to approve Contract No. 15156 with Kraus-Anderson Construction for \$884,740 for Construction Management Agent Services for the West Central Service Center in Woodbury. Commissioner Weik seconded the motion, and it was adopted unanimously.

SHERIFF'S OFFICE

Minnesota Sheriff's Association Correctional Supervisor of the Year

Sheriff Dan Starry announced that Washington County Sergeant David Stumpner was recently awarded the 2022 Minnesota Sheriff's Association (MSA) Correctional Supervisor of the Year at the MSA Jail Administrator's Conference in Brainerd, Minnesota, on September 15, 2022. Sgt. Stumpner was hired as a Correctional Officer in 1999 and was promoted to Correctional Sergeant in 2010. He worked as a Shift Sergeant, Administrative Operations Sergeant, and is currently the Program Unit Sergeant. Sgt. Stumpner exemplifies servant leadership, and is well liked by his peers and his programmers as a person with great integrity and dependability. Sgt. Stumpner provides excellent public service and strives to have the inmates leave the facility better physically, mentally, and spiritually than when they came in. Commissioners expressed their congratulations to Sgt. Stumpner.

GENERAL ADMINISTRATION

Amendment to Contract with Larkin Hoffman LLC

Deputy County Administrator Jan Lucke presented an amendment to Contract No. 12162 with Larkin Hoffman for state legislative representation.

Ms. Lucke reported that in 2018, Washington County selected Larkin Hoffman to provide state legislative services for a two-year period. The contract was amended and extended for an additional 24 months in 2020. Ms. Lucke reviewed the scope of services, which includes:

- Implement the county's legislative platform at the Minnesota Legislature by drafting bills, scheduling meetings, working with legislative authors to secure hearings, arranging testimony, and lobbying committee members;
- Work closely with county staff to arrange for the necessary research and testimony to support Washington County's legislative initiatives;
- Collaborate with county staff to prepare background materials to make meetings as effective and efficient as possible;
- Monitor bill introductions and committee hearings, and track bills that are relevant to county operations and financing;
- Lobby defensively against proposed legislation that the county board and staff identify as adverse to the interest of the county and its residents;
- Provide legislative consultation on public relations, strategy, and analysis;
- Identify potential issues, and to assist in the research of those issues, for the county to include in its legislative platform, or for the county board to take a position on;
- Communication with county staff and elected officials, including attendance at county board workshops as necessary;
- Cooperate with other counties, regional partners, and lobbyists when legislative priorities are similar and/or a joint effort is deemed to be advantageous to the county;
- Collaborate with the county's federal legislative services provider when appropriate to address county priorities and issues;
- As requested, utilize relationships with state policymakers and staff to encourage their attendance at Washington County sponsored events, conferences, forums, meetings, or other events happening throughout the county;
- Provide weekly status reports on activities undertaken on behalf of Washington County and the status of legislation which the county has asked to be tracked and monitored;
- Provide an End-of-session Report of the activities provided and the results of the items included in the county's legislative platform.

Staff recommends that the contract with Larkin Hoffman be amended to extend the contract to November 12, 2023.

Commissioner Miron moved to approve Amendment No. 2 to Contract No. 12162 with Larkin Hoffman LLC for state legislative representation. 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 Karwoski moved to adjourn. Commissioner Weik seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 10:36 a.m.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Wayne A. Johnson

Wayne A. Johnson
County Board Chair