

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
DECEMBER 20, 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.

Commissioner Miron moved to amend today's meeting agenda, and move item #2, Recognition of the Outgoing 2022 Board Chair, after item #9, near the end of the meeting. Commissioner Kriesel 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 Kriesel, to adopt the Consent Calendar as follows:

1. Approval of the December 6, 2022, County Board meeting minutes.
2. Approval to appoint Bridget Gehrz, Woodbury, to a first term beginning January 1, 2023, and expiring December 31, 2025, as the Family Member Representative on the Mental Health Advisory Committee.
3. Approval of contracts for legal representation for certain persons in Civil Commitments, Guardianships and Conservatorships, with James F. Schneider and Spencer Butts.
4. Approve Amendment No. 2 for Contract No. 13853 with Satellite Tracking of People LLC (STOP) in the amount of \$150,000 for the period of January 1, 2023, through December 31, 2023.

5. Approve Amendment No. 2 for Contract No. 13852 with Youth Service Bureau (YSB) in the amount of \$186,618 for the period of January 1, 2023, through December 31, 2023.
6. Approve Amendment No. 2 for Contract No. 13859 with Tubman in the amount of \$212,411 for the period of January 1, 2023, through December 31, 2023.
7. Approve Contract No. 15245 between Washington County and the City of Woodbury Public Safety (Police Department) in the amount of \$122,058, for the period of July 1, 2022, through June 30, 2024.
8. Approve 2023 Renewal of Crisis Response Unit authorizing Memorandum of Agreement (MOA) with AFSCME Exempt Unit providing for pay differential and overtime, and authorize the Director of Human Resources to sign the agreement on behalf of the County.
9. Approve 2023 renewal of Crisis Response Unit authorizing Memorandum of Agreement (MOA) with Supervisor's Association providing for overtime and on-call rate, and authorizing the Director of Human Resources to sign the agreement on behalf of the County.
10. Approval of Joint Powers Agreement No. 15208 with the Minnesota Pollution Control Agency for the operation of a Household Hazardous Waste Program.
11. Notification to the Washington County Board of Commissioners, Office of Administration, and local community, that the Sheriff's Office has intent to request law enforcement controlled property items from federal sources.
12. Approve Agreement No. 15239 between Satellite Tracking of People, LLC (STOP) and Washington County, for electronic monitoring services.
13. Approval of **Resolution No. 2022-151** as follows:

**WASHINGTON COUNTY
AND MOTOROLA SOLUTIONS, INC**

BE IT RESOLVED, that Washington County is authorized to enter into phase one with Motorola Solutions, Inc. at an estimated cost of \$448,400.

BE IT FURTHER RESOLVED, that the Chair of the Washington County Board of Commissioners and the County Administrator hereby approve and execute the agreement between Washington County and Motorola Solutions, Inc. for the fire and weather siren paging upgrade.

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

ACCOUNTING AND FINANCE

Contract for Accounts Payable Automation Project

Deputy Director Joua Yang presented a contract for the Accounts Payable (AP) Automation project. This project will significantly improve invoice workflow and will implement optical character recognition (OCR) technology. Ms. Yang reported that a Request for Proposal (RFP) for this project was issued in June 2022. Two proposals were received and evaluated, and staff is recommending a contract with Forza IT Group BV, which will implement SCANMAN Solution, an automation of accounts payables, embedded in JD Edwards EnterpriseOne. SCANMAN will create efficiencies and internal controls for accounts payable countywide. SCANMAN enables the streamlining of the overall process of capturing invoices, eliminating the need for paper invoices, and manual data entry, resulting in faster processing, improved accuracy, increased productivity and enhanced process visibility, compliance, and audit capabilities. The AP Automation project is scheduled to commence February 2023, with a “Go Live” date of Summer 2023.

Commissioner Kriesel moved to approve Contract No. 15147 with Forza IT Group BV for software, licensing, maintenance, installation, training, and support of SCANMAN Solution for \$260,000. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

PUBLIC WORKS

Resolution to Purchase Property in the City of Woodbury for the West Central Service Center

Senior Building Services Project Manager Mandy Leonard presented a resolution to approve the purchase of property in the City of Woodbury for the future West Central Service Center.

The 2019 County Strategic Facilities plan identified the need for a new service center in the west central region of the county, to replace the current service facility near the intersection of Radio Drive and Central Park Place in the City of Woodbury. In 2021, a property search was started with the goal of locating a parcel of land in the west central region of the county that had easy and convenient access to multimodal transportation, including transit.

In early 2022, the property search was completed with a recommendation to acquire Parcel ID 08.028.21.23.0012 in the City of Woodbury, adjacent to a future Gold Line Bus Rapid Transit station. In April 2022, the County Board approved entering into negotiations to purchase this parcel. The property owner and county have negotiated an acceptable purchase agreement for the county's purchase of the land for \$2,100,000. The county will use 2023 bond proceeds to fund the purchase of this property.

Commissioner Karwoski moved to adopt **Resolution No. 2022-152** as follows:

**RESOLUTION TO PURCHASE PROPERTY ALONG
WOODLANE DRIVE AND EAST OF I-494
IN THE CITY OF WOODBURY, MINNESOTA
FOR A WEST CENTRAL SERVICE CENTER**

WHEREAS, Washington County is interested in acquiring the property described herein in the City of Woodbury for its West Central Service Center; and,

WHEREAS, the owner has agreed to sell the property to the County.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby authorizes its Chair and Administrator to execute on behalf of the County a Purchase Agreement and any other documents necessary for the County to purchase the property legally described as follows:

That part of Outlot B, Woodbury Village Apartments, a plat that is on file and of record in the office of the Registrar of Titles, Washington County, Minnesota, which lies southerly and southeasterly of the following described line:

Beginning at the most northerly corner of Lot 1, Block 1, Woodbury Village Apartments 2nd Addition, a plat that is on file and of record in the office of the Registrar of Titles, Washington County, Minnesota; thence along the northwesterly line of said Lot 1, Block 1, Woodbury Village Apartments 2nd Addition and the northwesterly line of Lot 1, Block 1, Woodbury Village 1st Addition, South 47 degrees, 33 minutes, 16 seconds West, a distance of 185.41 feet; thence continuing along said northwesterly line of Lot 1, Block 1, Woodbury Village 1st Addition and its westerly extension, being a curve, concave to the northwest, whose elements are: central angle of 50 degrees 46 minutes, 23 seconds, a radius of 337.87 feet, arc length of 299.41 feet and a chord that bears South 72 degrees 56 minutes 27 seconds West, a chord distance of 289.70 feet; thence along a curve, concave to the southeast, whose elements are: central angle of 64 degrees 43 minutes 24 seconds, a radius of 353.00 feet, arc length of 398.76 feet and a chord that bears South 65 degrees 57 minutes 57 seconds west, a chord distance of 377.89 feet; thence South 34 degrees 41 minutes 08 seconds West, a distance of 230.04 feet to the northeast corner of Woodlane Drive as laid out in said plat of Woodbury Village 1st Addition, being also a corner of said Outlot B, and said line there terminating. Washington County, Minnesota.

The purchase price is \$2,100,000.

Commissioner Weik 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.

GENERAL ADMINISTRATION

Adoption of the Washington County 2023 Legislative Agenda

Deputy County Administrator Jan Lucke presented the proposed 2023 Legislative Agenda. The legislative platform focuses on items that are specific to county interests, while also supporting the platforms of the Association of Minnesota Counties, the Minnesota Inter-County Association, and the Partnership on Waste and Energy. Ms. Lucke presented the eight top priorities and funding requests.

- Trunk Highway (TH) 36 and County State Aid Highway (CSAH) 17 (Lake Elmo Avenue) Intersection Improvement Project - \$20 million in state funds to match existing federal and local funds for the multimodal TH 36 and CSAH 17 (Lake Elmo Avenue) Intersection Improvement Project.
- Community Corrections Funding - A new community supervision funding formula that results in a more transparent, needs-based, and equitable model.
- Licensing Service Fees - Legislation to ensure the fees retained by deputy registrars for completing license transactions are sufficient to fund associated costs.
- CSAH 5 (Stonebridge Trail) and Brown's Creek State Trail Connection - \$3 million in state funds to construct a trailhead and trail connection(s) from CSAH 5 to the Brown's Creek State Trail.
- State Funding for Metropolitan Council Regional Parks System - A state match of \$50 million dedicated to the Metropolitan Council's regional park system for state fiscal year 2023-2024.
- Parks Operations and Maintenance - The state abide by its commitment to reimburse 40% of the metropolitan regional parks system's operations and maintenance costs.
- Fund State Mandated Services - Full funding of state mandated services to protect against the shift of state costs to the county property taxpayers.
- TH 36 and TH 120 Grade Separated Interchange - \$50 million in state funds for the multimodal TH 36 and TH 120 (Century Avenue) Grade Separation Project.

Ms. Lucke reported that a 2023 legislative map and suggested mandates for consideration of repeal or reform are also included in the legislative agenda. The platform will be shared on January 12, 2023, at a reception with the Washington County legislative delegation.

Commissioner Kriesel moved to approve the Washington County 2023 Legislative Agenda. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

Resolution Endorsing the Efforts of the Community Supervision Work Group

Community Corrections Director Terry Thomas presented a resolution of support for funding in the 2023 legislative session for probation services.

Commissioner Karwoski moved to adopt **Resolution No. 2022-153** as follows:

ENDORSING THE EFFORTS OF THE COMMUNITY SUPERVISION WORK GROUP AND URGING THE LEGISLATURE TO PASS A NEW FUNDING FORMULA AND SIGNIFICANT APPROPRIATION DURING THE 2023 LEGISLATIVE SESSION

WHEREAS, community supervision is a fundamental part of the criminal justice system in Minnesota and funding sufficient to ensure effective services is vital to public safety in all communities across the state; and

WHEREAS, community supervision includes services such as probation, supervised release, and intensive supervised release; and

WHEREAS, Minnesota's counties provide essential community supervision services both as mandated by M.S. Chapter 244.19 and also as delegated by the Department of Corrections under M.S. Chapter 401; and

WHEREAS, when the Legislature decided that community supervision was best delivered through a state-county partnership, it stated a clear intent that the state would provide significant funding to the counties for the operation of local programs; and

WHEREAS, over the past 20 years, Minnesota has become the state with the lowest level of corrections funding in the nation because the Legislature has not upheld its promise to provide adequate state resources to support community supervision; and

WHEREAS, the Legislature's failure to adequately fund community supervision has increased local property taxes on residents and businesses; and

WHEREAS, a revised community supervision funding formula is necessary to ensure that all communities in Minnesota have enough state funding to provide a consistent standard for effective, evidence-based community supervision services, regardless of local capacity to pay; and

WHEREAS, the Association of Minnesota Counties assembled the Community Supervision Work Group including county leaders and experts in community supervision from all three supervision delivery systems to

study the needs of community supervision departments statewide and develop a single funding formula that is transparent, needs based, and equitable among county and state supervision providers; and

WHEREAS, the Community Supervision Workgroup has taken up its charge to convene stakeholders across the three probation delivery systems to oversee a study to create a unified recommendation for an equitable and adequate funding formula and appropriation; and

WHEREAS, the Board of Directors of the Association of Minnesota Counties that represents the diverse interests of Minnesota's 87 counties, voted to support a new funding formula that provides counties with the resources needed to keep communities safe.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners endorses the efforts of the Community Supervision Work Group and urges the Legislature to pass a new funding formula and significant appropriation during the 2023 legislative session.

Commissioner Kriesel 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.

Resolution Approving the 2023 Salary for the County Attorney

Commissioner Miron moved to adopt **Resolution No. 2022-154** as follows:

2023 SALARY FOR KEVIN MAGNUSON, COUNTY ATTORNEY

WHEREAS, Minnesota Statute 388.18 requires the County Board of Commissioners to set by resolution the salary of the County Attorney; and

WHEREAS, the Board of Commissioners has carefully considered the Attorney's experience, qualifications and performance in his role as County Attorney, in addition to careful consideration of the responsibilities and duties of the County Attorney.

NOW, THEREFORE, BE IT RESOLVED, that the 2023 salary for Washington County Attorney Kevin Magnuson shall be as follows, effective January 1, 2023:

Attorney: \$199,080

Commissioner Kriesel 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.

Resolution Approving the 2023 Salary for the County Sheriff

Commissioner Miron moved to adopt **Resolution No. 2022-155** as follows:

2023 SALARY FOR DANIEL STARRY, COUNTY SHERIFF

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

WHEREAS, the Board of Commissioners has carefully considered the Sheriff's experience, qualifications and performance in his role as Sheriff, in addition to careful consideration of the responsibilities and duties as County Sheriff.

NOW, THEREFORE, BE IT RESOLVED, that the 2023 salary for Washington County Sheriff Daniel Starry shall be as follows, effective January 1, 2023:

Sheriff: \$190,912

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.

Resolution of Appreciation for Don Fixmer

County Administrator Kevin Corbid presented a resolution to recognize Don Fixmer, who has been videotaping government meetings and community events in Washington County since 1987. Mr. Fixmer has been the videographer for the Washington County Board meetings for 33 years.

Commissioner Miron moved to adopt **Resolution No. 2022-156** as follows:

RESOLUTION IN APPRECIATION FOR THE WORK THAT DON FIXMER HAS DONE TO SUPPORT COMMUNICATIONS WITH THE RESIDENTS OF WASHINGTON COUNTY

WHEREAS, Don Fixmer has been a contracted videographer for the Washington County Board of Commissioners cablecast meetings for more than 30 years; and

WHEREAS, Don Fixmer has contributed his time and talent to assure that there is professional videography occurring during the Washington County Board of Commissioners cablecast meetings; and

WHEREAS, Don Fixmer has been diligent in performing his work assignments, regardless of timing and length of meetings; and

WHEREAS, Don Fixmer has recorded many other community meetings and events in Washington County; and

WHEREAS, Don Fixmer has worked with many county commissioners and county staff members over the past 30 years; and

WHEREAS, Don Fixmer has made a great contribution to informing county residents about their county government through the years.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners wishes to thank Don Fixmer for his years of service and commitment to the mission, vision, and values of Washington County.

Commissioner Kriesel 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.

Letter of Support to the Minnesota Board on Aging

County Administrator Kevin Corbid reported that the Minnesota Board on Aging is considering changes to the funding formula and service delivery that would impact the services provided to older adults in the seven-county metropolitan region. The leaders of Trellis (formerly the Metropolitan Area Agency on Aging) have approached the metropolitan counties, asking for a letter of support to the Minnesota Board on Aging.

A letter has been drafted that encourages the Minnesota Board on Aging to adopt a formula that preserves the seven-county metropolitan region as the Planning and Service Area (PSA), ensures that appropriate funding is provided for the metropolitan region to account for the growth of the number of older adults, and addresses disparity and equity challenges. The draft letter has been reviewed by the Community Services Department and the department supports the work of the agency and approval of the letter of support.

Commissioner Karwoski moved to approve the letter of support. Commissioner Miron seconded the motion, and it was adopted unanimously.

Letters of Recommendation for Metropolitan Council Positions

Mr. Corbid presented a letter of recommendation to the Metropolitan Council for the reappointment of Councilmember Susan Vento, representing District 11.

Commissioner Karwoski moved to approve the letter of recommendation for Ms. Vento. Commissioner Miron seconded the motion, and it was adopted unanimously.

Mr. Corbid presented a letter of recommendation to the Metropolitan Council for the reappointment of Ms. Cecily Harris to the Metropolitan Parks and Open Space Commission, representing District F.

Commissioner Kriesel moved to approve the letter of recommendation for Ms. Harris. Commissioner Miron 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.

RECOGNITION OF THE OUTGOING 2022 BOARD CHAIR

Commissioner Kriesel presented outgoing Chair Johnson with a plaque thanking him for his service as 2022 County Board Chair. Commissioner Kriesel stated that as Chair, Commissioner Johnson lead the county’s ongoing pandemic response, and part of that work was the adoption of a plan to manage funds provided by the American Rescue Plan Act (ARPA).

Commissioner Kriesel continued that earlier this year, the County Board was tasked with the adoption of redistricting plans for the fall election. Commissioner Johnson assisted through the process, which was rather rapid, without sacrificing accuracy and fairness.

In April, all were saddened by the death of County Attorney Pete Orput. His passing put the County Board in the position of deciding how to manage the vacancy in the office. Commissioner Johnson provided direction and guidance and helped steer the board to a decision.

One of the most important tasks that the County Board performs each year is to oversee the development and approval of the annual budget. Commissioner Johnson deftly steered the board through that process, and approved a levy and budget that is responsible and forward-looking. It will provide guidance for county employees and pay for services and programs for residents across the county.

Part of that responsible budgeting is based on final union contracts, set for 2022 and 2023, which Commissioner Johnson helped impact through the closed session discussions with Human Resources and the Office of Administration.

The Land and Water Legacy Program has made significant progress during the past year. Commissioner Johnson’s advocacy on the Parks and Open Space Commission assisted in moving those projects through to completion.

Commissioner Johnson also served on the county’s Library Board and represented the county at the Metropolitan Library Service Agency. Commissioner Johnson is a passionate library supporter, and reminded us of the importance of libraries in the lives of residents, as well as the ever-changing face of libraries as we move further into the digital age.

Commissioner Johnson gave the same attention to the work of the Recycling & Energy facility, going as far as visiting European plants to learn more about making the plant more efficient and improving the technology to meet future needs.

At the beginning of his term, Commissioner Johnson quickly learned the importance of working with state and federal policymakers, and suggested changes in how the county lobbies for its needs before state and federal representatives. Commissioner Johnson was active both in the Association of Minnesota Counties and the National Association of Counties, and represented us in Washington, D.C., and in St. Paul on many occasions.

Commissioner Kriesel concluded by commending Commissioner Johnson for keeping the board timely during meetings throughout the year, and wished him the best in the future.

RECOGNITION OF COMMISSIONER LISA WEIK, DISTRICT 5, AND COMMISSIONER WAYNE JOHNSON, DISTRICT 4

Commissioner Weik has served as District 5 Commissioner for 14 years, and Commissioner Johnson has served as District 4 Commissioner for four years. Both commissioners made their farewell speeches and were presented with plaques for their years of service to Washington County.

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 12:24 p.m.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Wayne A. Johnson

Wayne A. Johnson
County Board Chair