

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
FEBRUARY 21, 2023**

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 Karla Bigham, District 4
Commissioner Michelle Clasen, District 5

Absent: Commissioner Gary Kriesel, District 3

Also Present: Kevin Corbid, County Administrator
Sue Tice, County Attorney Civil Division Chief
Stephanie Kammerud, Administrative Assistant

Vice Chair Commissioner Karwoski chaired today's meeting.

The Board recited the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

Vice Chair Karwoski asked for comments from the public; none were heard.

CONSENT CALENDAR

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

1. Approval of the February 7, 2023, County Board meeting minutes.
2. Approval to appoint Ms. Emily Stephens, Cottage Grove, to a partial first term as a Manager of the South Washington Watershed District (SWWD) expiring April 30, 2024.
3. Approval to reappoint Ms. Sharon Doucette, Cottage Grove, to a second term as a Manager of the SWWD beginning May 1, 2023, and ending April 30, 2026.
4. Approval to reappoint Mr. Michael Madigan, Woodbury, to a sixth term as a Manager of the SWWD, beginning May 1, 2023, and ending April 30, 2026.
5. Approval to appoint Mr. Jonathan Pritchard to a partial term expiring June 30, 2026, as the District 4 representative on the Community Development Block Grant Advisory Committee.

6. Approval of **Resolution No. 2023-010** as follows:

**MINNESOTA HOUSING FINANCE AGENCY GRANT FOR
FAMILY HOMELESS PREVENTION AND ASSISTANCE
PROGRAM (FHPAP)**

WHEREAS, pursuant to Minnesota Statutes 462A.204, the Minnesota Housing Finance Agency is authorized to develop a program to assist families who are homeless or are at imminent risk of homelessness and that program is the Family Homeless Prevention and Assistance Program (FHPAP); and

WHEREAS, under the Minnesota FHPAP, the Minnesota Housing Finance Agency can award grants to counties to focus on their emergency response systems on homeless prevention and to secure housing for the homeless; and

WHEREAS, the Washington County Community Services Department has applied for and received FHPAP grant funding since 2007 and has contracted with community providers to utilize the funds to stabilize families in their existing homes, shorten the amount of time that families spend in emergency shelters and assist families with securing transitional or permanent affordable housing; and

WHEREAS, the Washington County Community Services department has demonstrated the ability to perform the required activities of the Minnesota FHPAP; and

WHEREAS, the Washington County Community Services Department submitted a proposal to Minnesota Housing for FHPAP funding for the October 1, 2021, through September 20, 2023, grant cycle was awarded \$502,300.00; and

WHEREAS, an additional \$22,200.00 has been awarded by MN Housing to Washington County, for a total of \$524,500.00 and the Washington County FHPAP Advisory Board has voted to allocate these additional resources to Solid Ground and The Salvation Army to provide additional services and direct assistance to prevent homelessness with the amended funds under the grant as these agencies have current FHPAP contracts; and

WHEREAS, Minnesota Statutes 462A.204 requires a sponsoring resolution of the county board to receive FHPAP grants.

NOW, THEREFORE, BE IT RESOLVED, that Washington County, through its Community Services Department and the signature of the

Community Services Department Director, is hereby authorized as an entity charged with the administration of funds made available through the Minnesota Housing Family Homelessness Prevention and Assistance Program in the County of Washington, in Minnesota.

7. Approve Amendment No. 2 to Contract No. 14559 with Stepping Stone Emergency Housing to add funding for another year for \$190,000 for a total of \$380,000 with a term of February 1, 2022, through December 31, 2023, to provide services to individuals served in the Washington County hotel emergency housing program.
8. Approve Contract No. 15314 to renew the library service agreement between the Stillwater Public Library and the Washington County Library.
9. Approval of **Resolution No. 2023-011** as follows:

**RESOLUTION APPROVING THE REPURCHASE
OF TAX FORFEITED LAND BY SCOTT SKLENAR**

WHEREAS, parcel 07.027.21.34.0120, located in the City of St. Paul Park, forfeited for the non-payment of property taxes on July 18, 2022, and

WHEREAS, Scott Sklenar, submitted an application on November 14, 2022, to repurchase said tax parcel, and

WHEREAS, payment has been received for the amount of all delinquent taxes and assessments computed under Minnesota Statute 282.251, together with all penalties, interest, and costs, and

WHEREAS, Minnesota Statute 285.241 allows for the repurchase of homestead tax forfeited lands any time until otherwise sold or conveyed by the previous owner, heirs, or parties with legal interest in the property, and

WHEREAS, Minnesota Statute 282.241 requires the county board to find that permitting the repurchase corrects an undue hardship or injustice resulting from the forfeiture, or promotes the use of the lands that will best serve the public interest, and

WHEREAS, the Washington County Board of Commissioners finds the repurchase application does meet the criteria established in Minnesota Statute 285.241.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners approves the request for the repurchase of tax forfeited parcel 07.027.21.34.0120 by Scott Sklenar.

10. Approval of an application for renewal of an On-Sale and Sunday Liquor License for the Disabled Veteran's Rest Camp Association, in May Township.
11. Approval of **Resolution No. 2023-012** as follows:

**RESOLUTION TO ENTER INTO AGREEMENT NO. 1051881
WITH THE STATE OF MINNESOTA, DEPARTMENT OF
TRANSPORTATION**

BE IT RESOLVED, that Washington County enter into Agreement No. 1051881 with the State of Minnesota, Department of Transportation, for the following purposes:

- To provide for payment by the State to the County of the State's share of the costs of the grading and bituminous surfacing construction and other associated construction to be performed upon, along, and adjacent to County State Aid Highway 28 from Trunk Highway 95 to 1,276 feet east of Trunk Highway 95 in Denmark Township under State Project No. 8208-48.

BE IT FURTHER RESOLVED, that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

12. Approve Cooperative Construction Agreement with the Minnesota Department of Transportation.
13. Approval of **Resolution No. 2023-013** as follows:

**RESOLUTION SUPPORTING SUBMITTAL OF APPLICATION
TO THE MINNESOTA DEPARTMENT OF NATURAL
RESOURCES FOR THE FEDERAL RECREATIONAL TRAIL
PROGRAM**

WHEREAS, Washington County supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Program, to construct 10 miles of single track trail in Lake Elmo Park Reserve; and

WHEREAS, Washington County recognizes the twenty-five (25) percent match requirement for the Federal Recreational Trail Program, and the matching funds is accounted for in the 2023-2027 Capital Improvement Plan.

NOW, THEREFORE, BE IT RESOLVED, if Washington County is awarded a grant by the Minnesota Department of Natural Resources, Washington County agrees to accept the grant award and may enter into an agreement with the State of Minnesota for the above referenced project.

Washington County will comply with all applicable laws, environmental requirements and regulations, as stated in the grant agreement.

BE IT FURTHER RESOLVED, that the applicant has read the Conflict-of-Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, Washington County hereby assures the proposed project will be maintained for a period of no less than 20 years as required by the Federal Recreational Trail Grant Program.

14. Approve Amendment No. 1 for Contract No. 14223 with Schreiber Mullaney Construction Inc. to increase the contract amount to not exceed \$150,000 for General Carpentry Services.
15. Approval of Amendment No. 1 for Contract No. 12050 with Wold Architects & Engineers, to a final contract value of \$200,000 for On-Call Architectural and Engineering Services.
16. Approve Service Agreement No. 15303 between Washington County and PowerPhone for a software and training solution in the County Sheriff's Office.

The motion was adopted 4-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Karwoski, Bigham, and Clasen. Nays, none.

PUBLIC HEALTH & ENVIRONMENT

Public Health Accreditation Board Status and Award

Public Health & Environment (PHE) Director Dave Brummel reported that PHE was notified in November 2022, that the department achieved reaccreditation after a year-long application, review, and site visit process. Mr. Brummel introduced Stephanie Souter, PHE Senior Program Manager, to present further information. Ms. Souter serves as the accreditation coordinator that works with staff to gather the documentation necessary to meet accreditation standards.

Ms. Souter reported that Public Health Accreditation is led by the Public Health Accreditation Board (PHAB). PHAB is a national organization which develops, implements, and oversees accreditation. PHAB provides a framework for health departments to identify performance improvement opportunities, demonstrate credibility, develop leadership, and improve relationships with the community.

PHAB developed a set of standards and measures that health departments must demonstrate conformity with, through submittal of documents and narratives, a review process, and a site visit.

PHAB standards and measures are aligned with 10 public health essential services. For purposes of PHAB Accreditation, they are divided into three broad categories of assessment, policy

development, and assurance. Underlying the categories is the concept of equity, the recognition that all services promote policies, systems, and overall community conditions that enable optimal health for all, and seek to remove systemic and structural barriers that have resulted in health inequities.

This framework, and the standards and measures that PHAB follows, are centered around foundational capabilities of public health. This aligns with Minnesota Statute 145A, which governs local public health boards. In Minnesota, there are 11 accredited health departments, including the Minnesota Department of Health (MDH).

Ms. Souter continued that 10 years ago, PHE developed a framework and path towards accreditation. It included putting in place plans, policies, and procedures to meet standards, as well as designating an accreditation coordinator and leads for each of the domains required for the documentation process. This effort was led by the PHE Planning and Performance Management Team.

PHE applied for initial accreditation in 2015, and were officially awarded accredited status in March 2016. Washington County was the third health department in Minnesota to achieve this accreditation, after MDH and Hennepin County.

The accreditation status stands for five years, and in 2021, PHE submitted the application and documentation for reaccreditation. This included compiling and submitting more than 100 documents. Ms. Souter noted that this process was completed during the COVID-19 pandemic, during which 90% of PHE staff were assisting in COVID-19 response efforts. Ms. Souter reported that achieving reaccredited status as a health department is a team effort and commended PHE staff that assisted in the process.

Ms. Souter concluded with examples of how PHE has demonstrated its work, including emergency response services, collection, and dissemination of health data, ensuring health services, community health information to the public, community partnerships and engagement, quality improvement, enforcing public health laws, and workforce/staff development.

PUBLIC WORKS

Contract for the County Road 65 (Oakgreen Avenue) Reconstruction Project

Engineer Andrew Giesen presented a contract for \$9,415,803.30 with North Pine Aggregate for the County Road (CR) 65 (Oakgreen Avenue) Reconstruction Project. This project is identified in the Capital Improvement Plan as #RB-2621 and will fully reconstruct CR 65 from County State Aid Highway (CSAH) 10 to CSAH 14, within West Lakeland and Baytown Townships.

Mr. Giesen reported that this project was initiated in 2015, after discovering inadequate soils under the roadway. A minor resurfacing project took place, and public engagement was programmed to begin in 2018. Through this public engagement, a preferred alternative was supported to completely reconstruct CR 65. In 2021, the County Transportation Sales Tax was approved, which allowed for the construction of this project to be programmed. This allowed the county to re-engage with the public and move on to the final design and property acquisition phases. This year,

construction will include private utility relocations, as well as construction of the dedicated turn lanes on CSAH 10 and CSAH 14. The full reconstruction of CR 65 will occur in 2024, during which the roadway will be configured into a one-way road to ensure the safety of the traveling public and construction workers.

Total project cost is \$12,674,000, and funding for this construction project is from County Transportation Sales Tax (Road & Bridge). Eight bids were received, and North Pine Aggregate was the lowest bidder.

Commissioner Miron moved to approve Contract No. 15304 for \$9,415,803.30 with North Pine Aggregate for the CR 65 Reconstruction Project. Commissioner Bigham seconded the motion, and it was adopted unanimously.

Contract for Architectural and Engineering Services for the Law Enforcement Center

Engineer Connor Lewis presented a contract for \$147,530 with Hagen, Christensen & McIlwain (HCM) Architects for architectural and engineering services for the Law Enforcement Center. This project is identified in the Capital Improvement Plan as #BSD-CW-1601.

Mr. Lewis reported that the Law Enforcement Center was built in 1993, with a new expansion completed in 2009. Since then, most of the building has not been remodeled. In 2022, a master plan was completed, and it was determined there was a need to replace the existing finishes and systems furniture, replace the life safety systems, update the design of the building to maximize the space's flexibility, and to update critical systems, including the mechanical, electrical, and plumbing systems.

The first phase of this project will focus on the work that coincides with the American Rescue Plan Act building modification projects. Design should be completed in August 2023, and construction would begin in December 2023. The building would remain occupied during construction, allowing the building to continue to operate as normal.

Five bids were received for this project, and staff is recommending HCM Architects to provide design and engineering services for the first phase of this project. Funding for this project is from Capital Investment Funding.

Commissioner Bigham moved to approve Contract No. 15289 with HCM Architects for \$147,530 for architectural and engineering services for the Law Enforcement Center Space Modifications Project. Commissioner Miron seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

County Administrator Kevin Corbid announced that on Friday, February 24, the county will be hosting its annual Black History Month event at Prestwick Golf Course in Woodbury. This event has been organized by the Black Employee Network Employee Resource Group, and this year's theme is Celebrating Black Excellence.

Federal Legislative Updates

Deputy County Administrator Jan Lucke reported that Commissioners Bigham, Clasen, and Karwoski attended the National Association of Counties (NACo) Legislative Conference last week. Ms. Lucke stated that the conference was rich with information about emerging policy and legislative issues from across the country. Ms. Lucke reported that they were able to have meetings with staff from U.S. representatives Angie Craig and Betty McCollum's offices, and also met with staff from U.S. Senator Tina Smith's office, and spoke with U.S. Senator Amy Klobuchar. The visits were a celebration of the federal funding for the Gold Line Bus Rapid Transit, and much discussion around the need for federal funding for the interchange at Highway 36 and Lake Elmo Avenue. All members pledged a letter of support for the upcoming RAISE grant for \$20 million of federal funding for that interchange. There was also guidance received for submitting projects for community funding requests for 2024.

State Legislative Update

Ms. Lucke reported that the Association of Minnesota Counties (AMC) Legislative Conference is this week. The conference has been moved online, in anticipation of the forecasted storm. AMC is setting up virtual meetings with members of the county's legislative delegation. The House Bonding Committee passed House File (HF) 699, general obligation bill, and HF 670, cash bill, as amended. Washington County's transportation projects were not included in the bill, however, Commissioner Fran Miron delivered outstanding testimony with a request to amend the bill to include the interchange at Highway 36 and Lake Elmo Avenue. Margaret Vesel from Larkin Hoffman spoke with state Senator Karin Housley and believes funding for the interchange will come forward through the Senate side, and is optimistic that it will be included in the final bill.

Ms. Lucke reported that various bills are moving forward in the House and Senate to increase funding for county program aid, corrections funding, licensing fees, and housing assistance. These bills are being closely monitored by county department heads, AMC, and Minnesota Inter-County Association (MICA).

Ms. Lucke provided an update on legislative deadlines. The February forecast will be released on February 27. Committee deadlines are March 10, March 24, and April 4. The Legislature will recess April 4-10. Washington County's spring reception has been confirmed at the State Capitol on April 12, and invitations will be sent soon. The legislative session adjourns on May 22.

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 Bigham moved to adjourn. Commissioner Clasen seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 10:23 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to discuss the countywide strategic plan. Present for the workshop were Commissioners Miron, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

A handwritten signature in black ink that reads "Kevin Corbid".

Kevin Corbid
County Administrator

A handwritten signature in black ink that reads "Stan Karwoski".

Stan Karwoski
County Board Vice Chair