



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MARCH 19, 2024**

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
Susan Tice, Assistant County Attorney Division Chief
Deb McDonald, Administrative Assistant

The Board recited the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

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

CONSENT CALENDAR

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

1. Approval of **Resolution No. 2024-016** as follows:

**RESOLUTION REAPPOINTING EMILY STEPHENS TO THE
SOUTH WASHINGTON 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, except 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 as it contains the names of at least three individuals; 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 she 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 appointed 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 Emily Stephens to a first full

term on the South Washington Watershed District, to begin on May 1, 2024, and end on April 30, 2027.

NOW, THEREFORE, 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 the 2024-2025 Tentative Agreement with LELS Local #215 – Deputy Sheriff Sergeants Unit.
3. Approval of a letter of support to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) for the Ramsey/Washington Recycling & Energy (R&E) and Dem-Con HZI Bioenergy, LLC partnership for an anaerobic digestion project to convert food waste into clean energy.
4. Approval to submit an application to the South Washington Watershed District Coordinated Capital Improvements Program Grant for improvements to the entrance road at Cottage Grove Ravine Regional Park.
5. Approval to set Public Hearing for April 23rd, 2024, on proposed Washington County Park Ordinance #218.
6. Approval of **Resolution No. 2024-017** as follows:

OPERATION UNDERGROUND RAILROAD 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 of Commissioners is authorized to approve donations, gifts, and bequests.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby:

1. Approve the donation in the amount of \$11,000 from Operation Underground Railroad (O.U.R.) to support investigative efforts to protect children from sex trafficking and sexual exploitation.

2. Authorize Sheriff Dan Starry to sign the Mutual Agreement Document (MAD) that will govern contributions from O.U.R. to the Washington County Sheriff's Office.
7. Approval of Purchase Order No. 27214 with Tenvoorde Ford in the amount of \$544,486.56 for fleet vehicles.

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

METROPOLITAN MOSQUITO CONTROL DISTRICT

Metropolitan Mosquito Control District (MMCD) Executive Director, Daniel Huff, Public Affairs Manager Alex Carlson and District Operations Manager, Josh Madetzke presented the annual report on MMCD activities and budget.

Public Affairs Manager Alex Carlson presented on the services MMCD provides, including comprehensive mosquito control, tick-borne disease surveillance and public education about mosquitoes and mosquito and tick-borne disease.

Mr. Carlson indicated from 2021-2023, despite record drought and low mosquito numbers overall, West Nile Virus infections were higher. In 2023 Minnesota had 27 cases of West Nile Virus and 129 sample pools of mosquitoes collected in the District tested positive for West Nile Virus, a new record high infection rate.

Mr. Carlson reported plans for 2024 include expanded services within the District including the drone program, along with many outreach activities including the Washington County Fair. He encouraged feedback on groups MMCD should connect with or other events to attend.

PUBLIC WORKS

County State Aid Highway 29 Pavement Preservation Project

Engineer Mike Kline presented on the approval of contract number 16260 with Valley Paving, Inc. in the amount of \$233,417.24 for the County State Aid Highway 29 Pavement Preservation Project.

Engineer Kline reported the pavement preservation project was included in the Capital Improvement Plan and located in the cities of Pine Springs and Mahtomedi. The project will commence in May of 2024 and the project revenue will come from the Transportation Advancement Account.

Commissioner Karwoski moved to approve contract number 16260 with Valley Paving, Inc. in the amount of \$233,417.24 for the County State Aid Highway 29 Pavement Preservation Project. Commissioner Miron seconded the motion, and it was adopted unanimously.

CSAH 19 (Keats Avenue South) and 80th Street Intersection Improvement Project

Engineer Erin Clarkowski presented on the approval of consultant contract number 16293 with Short Elliott Hendrickson Inc. in the amount of \$499,377.57 to provide preliminary and final design services for the CSAH 19 (Keats Avenue South) and 80th Street Intersection Improvement Project.

Engineer Clarkowski reported the intersection project was included in the Capital Improvement Plan and located in the City of Cottage Grove and along the Central Greenway Regional Trail Corridor. Ms. Clarkowski provided information on the project schedule, consultant contract services, selection process and contract funding.

Commissioner Bigham moved to approve consultant contract number 16293 with Short Elliott Hendrickson Inc. in the amount of \$499,377.57 to provide preliminary and final design services for the CSAH 19 (Keats Avenue South) and 80th Street Intersection Improvement Project.

Commissioner Clasen seconded the motion, and it was adopted unanimously.

Reject Bids for the 2024 Crack Sealing Project

Engineer Erin Clarkowski presented on the approval to reject all bids opened on February 27, 2024, for the 2024 Crack Sealing Project.

Engineer Erin Clarkowski reported the crack sealing project falls under the Capital Improvement Plan and is performed annually within the county to maintain roadways. Ms. Clarkowski reviewed the project's next steps, projected to ensure construction remains on schedule for May 2024.

Commissioner Bigham moved to reject all bids opened on February 27, 2024, for the 2024 Crack Sealing Project. Commissioner Clasen seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

Recognition of Molly Hakko – MACCAC 2024 Outstanding Supervisor Award

Community Corrections Director Terry Thomas introduced Molly Hakko, Community Corrections Supervisor, who recently received the 2024 Minnesota Association of Community Corrections Act Counties Outstanding Supervisor Award. The award was established in 2017, recognizing individuals who exhibit exceptional leadership skills as supervisors in Community Corrections Agencies. The award acknowledges exemplary work in supervising probation agents and other staff as well as their commitment to developing staff competencies, skills, and

evidence based practices. Mr. Thomas reported that Molly was nominated by multiple staff members and stated her strengths are coaching, mentoring, and event planning.

Recognition of Sam Gibson – 2023 Surveyor of the Year Award

Public Works Deputy Director Frank Ticknor introduced Sam Gibson, County Surveyor, who recently received the 2023 Surveyor of the Year Award from the Minnesota Society of Professional Surveyors at their annual meeting in February. Mr. Ticknor stated Mr. Gibson is an expert at boundary surveys, the public land survey system, highway right of way coordinate systems and an excellent leader. Mr. Ticknor added he has served as a professor at Dakota County Technical College and has gone above and beyond to support his industry and profession.

COMMISSIONER REPORTS

Commissioners reported on meetings and other events they attended. Please see archived livestreaming 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 Bigham seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 10:20 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to provide 2024 State Legislative update. Present for the workshop were Commissioners Miron, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, county staff, Margaret Vesel, Larkin Hoffman, and Melissa Taphorn, Washington County Community Development Agency.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to review projects included in the 2024-2028 Technology Plan and Capital Equipment & Fleet Plan (CEFP). Present for the workshop were Commissioners Miron, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to provide Federal Legislative update and FY2024 Community Project Funding requests. Present for the workshop were Commissioners Miron, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, county staff, and Mike Erlandson, Downs Government Affairs.

Attest:

A handwritten signature in cursive script that reads "Kevin Corbid".

Kevin Corbid
County Administrator

A handwritten signature in cursive script that reads "Stan Karwoski".

Stan Karwoski
County Board Chair