

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MARCH 26, 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 Bigham moved, seconded by Commissioner Clasen, to adopt the Consent Calendar as follows:

1. Approval of March 12, 2024, County Board meeting minutes.
2. Approve amendments to separate contracts for legal representation for children in need of protection or services (CHIPS), termination of parental rights (TPR) and permanency cases for the period of April 1, 2024, through December 31, 2028, with Greg Schmidt, John Chitwood, Theresa Paulson, and Amy Senn.
3. Approve a Memorandum of Understanding with the City of Afton and the Minnesota Land Trust for the Land and Water Legacy Program "Herreid" conservation easement project as required by the Department of Natural Resources Scenic and Natural Areas Grant application process.

4. Approval of **Resolution No. 2024-018** as follows:

BE IT RESOLVED that Washington County act as legal sponsor for the project contained in the Natural & Scenic Areas Grant application to be submitted on the 1st of April 2024 and that Serena Rathes is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of Washington County,

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that Washington County has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement and ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that Washington County has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that Washington County has or will acquire fee title or permanent easement over all the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the state, Washington County may enter into an agreement with the State of Minnesota for the above-referenced project, and that Washington County certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE, BE IT RESOLVED that Serena Rathes is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the County Board of Washington County on the 26th of March 2024.

5. Approval of **Resolution No. 2024-019** as follows:

BE IT RESOLVED that Washington County act as legal sponsor for the project contained in the Natural & Scenic Areas Grant application to be submitted on the 1st of April 2024 and that Serena Rathes is hereby

authorized to apply to the Department of Natural Resources for funding of this project on behalf of Washington County,

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that Washington County has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement and ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that Washington County has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that Washington County has or will acquire fee title or permanent easement over all the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the state, Washington County may enter into an agreement with the State of Minnesota for the above-referenced project, and that Washington County certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE, BE IT RESOLVED that Serena Rath is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the County Board of Washington County on the 26th of March 2024.

6. Approval of Special Project Extension, Case Aide 1.0 FTE in Economic Support/Emergency Rental.
7. Approve Contract No. 16338 AXIS Healthcare LLC, in the amount of \$30,000 for a term of April 1, 2024, through December 31, 2025.
8. Approve Contract No. 16336 with Handy Help LLC, in the amount of \$30,000 for a term of April 1, 2024, through December 31, 2025.
9. Approve Contract No. 16321 with Polaris Pharmacy Services of Washington, LLC, for the period April 2, 2024, through December 31, 2024, with the option to renew.

10. Approval of **Resolution No. 2024-020** as follows:

**RESOLUTION TO ACQUIRE RIGHT OF WAY FOR ROAD
CONSTRUCTION ON COUNTY HIGHWAY 32 FROM
INTERSTATE 35 TO TRUNK HIGHWAY 61 IN THE CITY OF
FOREST LAKE**

WHEREAS, the County Highway 32 corridor has seen continued growth throughout the years, and

WHEREAS, County Highway 32 has failing pavement, and

WHEREAS, County Highway 32 lacks pedestrian and bicycle accommodations and accessibility, and

WHEREAS, addressing these improvements requires additional permanent right of way, permanent road easements, permanent drainage and utility easements, and temporary easements to be acquired from private land owners,

NOW, THEREFORE, 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 32 from Interstate 35 to Trunk Highway 61 in the City of Forest Lake 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.

11. Accept FY 2024 Conservation Partners Legacy Grant for Washington County / St. Croix Bluffs – Forest Enhancement Phase II.
12. Approval of **Resolution No. 2024-021** as follows:

**RESOLUTION AUTHORIZING SUBMITTAL OF PROPOSED
PROJECTS FOR FISCAL YEAR 2025 CONGRESSIONALLY
DIRECTED SPENDING REQUESTS**

WHEREAS, in 2021 the United States Congress reauthorized Congressionally Directed Spending Requests, also referred to as Community Project Funding, or earmarks; and

WHEREAS, requests are limited to non-profits and local, state and tribal governments; and

WHEREAS, Congressionally Directed Spending requests can promote community and regional development, natural resources and environment, transportation, national defense, health, and other worthy investments in communities across the county; and

WHEREAS, Washington County is eligible to submit requests for projects to be considered for inclusion in the FY 2025 appropriations cycle; and

WHEREAS, Washington County is proposing to submit applications for the following projects to members of the Congressional Delegation:

1. Request for the CSAH 32 Pedestrian and Safety Improvement Project; and
2. Request for Trunk Highway 36 and Trunk Highway 120 (Century Avenue) Interchange Planning; and
3. Request for Battle Creek to St. Croix Regional Trail Planning; and
4. Request for a 19A/100th Street Realignment – Intersection with Trunk Highway 61; and
5. Request for Body Worn and Squad Fleet Camera Integration; and

WHEREAS, the projects being submitted to members of the Delegation are a valuable opportunity to engage members of the Congressional Delegation and provide funding assistance.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Washington County directs FY2025 Congressionally Directed Spending Requests be made for the projects listed above to the appropriate members of the Congressional Delegation.

13. Approve Joint Powers Agreement No. 16240 that allows the Washington County Sheriff's Office to provide fuel to the City of Bayport for law enforcement services.

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

COMMUNITY DEVELOPMENT AGENCY

Letter Agreement with the Washington County Community Development Agency and Landfall Village Housing and Redevelopment Authority

Executive Director Melissa Taphorn presented a letter agreement to modify the Lease Agreement between Landfall Village Housing and Redevelopment Authority and the Washington County Community Development Authority (CDA). Ms. Taphorn reported that back in the early 1990's the CDA purchased the Landfall Terrace mobile home park from a private entity and in 1997 sold bonds with the general obligation pledge of Washington County to refinance the debt. At that time the CDA entered into a lease agreement with Landfall Village Housing and Redevelopment Authority to allow them to acquire the property as they paid off the debt. The Landfall Village Housing and Redevelopment Authority made their last payment in December 2023 and the CDA made its last payment on the bonds in February 2024. The letter agreement will modify the lease agreement to stop the requirement to make bond payments to U.S. Bank Trust.

Commissioner Miron moved to approve the Letter Agreement with the Washington County Community Development Agency and Landfall Village Housing and Redevelopment Authority. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

PUBLIC WORKS

Contracts for County Road (CR) 74 Trail Project

Engineer Eden Rogers presented on a construction contract for the County Road 74 Trail Project, two cooperative agreements with the City of Cottage Grove, and a Safe Routes to School Grant Agreement. This project is identified in the Capital Improvement Plan as project #RB-2689 and located in the City of Cottage Grove.

Ms. Rogers reported the new trail will connect a critical missing trail segment which is heavily used by pedestrians during the school year. Ms. Rogers provided information on the project schedule, cooperative agreements and grant agreement. Ms. Rogers reported that five bids were received, and Sunram Construction Inc. was selected as the lowest bid.

Commissioner Bigham moved to approve Cooperative Cost Agreement No. 15849 between the City of Cottage Grove and Washington County for improvements along CR 74 Trail. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve Cooperative Maintenance Agreement No. 15848 between the City of Cottage Grove and Washington County for the maintenance responsibilities along CR 74 Trail. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Clasen moved to approve the Safe Routes to School Grant Agreement. Commissioner Bigham seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve the bond financed property certification related to the Safe Routes to School grant. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Commissioner Miron moved to adopt **Resolution No. 2024-022** as follows:

**SAFE ROUTES TO SCHOOLS PROGRAM GRANT AGREEMENT
GRANT TERMS AND CONDITIONS SAP 082-591-004**

WHEREAS, Washington County has applied to the Commissioner of Transportation for a grant from the Safe Routes to Schools Account; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$259,324.00 by reason of the lowest responsible bid;

NOW, THEREFORE, BE IT RESOLVED that Washington County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.40, and will pay any additional amount by which the cost exceeds the estimate and will return to the Safe Routes to Schools Account any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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

Commissioner Bigham moved to approve Contract No. 16290 in the amount of \$295,934.00 with Sunram Construction Inc. for the CR 74 Shared Use Trail. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

Contracts for County State Aid Highway 33 Project

Engineer Ryan Hoefs presented on a construction contract for the County State Aid Highway 33 Project, two cooperative agreements with the City of Forest Lake, and a cost share agreement between Menard, Inc. and Washington County for access improvements. This project is identified in the Capital Improvement Plan as project #RB-2611 and located in the City of Forest Lake.

Mr. Hoefs reported that the scope of this project includes new turn lanes, shoulders, curb and gutter, corridor lighting, stormwater management, mill and overlay along Broadway Avenue, and an off-road multi-use bituminous path.

Mr. Hoefs reported that four bids were received, and Eureka Construction was selected as the lowest bid. This contract will be funded by county transportation sales tax, local contributions and Menard, Inc.

Commissioner Miron moved to approve Contract No. 16287 for \$5,259,606.90 with Eureka Construction for the CSAH 33 Pedestrian and Safety Improvement Project. Commissioner Bigham seconded the motion, and it was adopted unanimously.

Commissioner Miron moved to approve Cooperative Cost Agreement No. 16073 between the City of Forest Lake and Washington County for improvements along CSAH 33. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Commissioner Miron moved to approve Cooperative Maintenance Agreement No. 16072 between the City of Forest Lake and Washington County for maintenance responsibilities along CSAH 33. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

Commissioner Miron moved to approve Cooperative Cost Share Agreement No. 16319 between Menard, Inc. and Washington County for access improvements. Commissioner Bigham seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

Women's History Month

Social Services Supervisor Nissa Knutson and Public Works Engineer Erin Clarkowski presented a resolution for approval, proclaiming March as Women's History Month.

Commissioner Clasen moved to adopt **Resolution No. 2024-023** as follows:

2024 WOMEN'S HISTORY MONTH RESOLUTION

WHEREAS, March is National Women's History Month, and the National Women's History Alliance has designated the theme for Women's History Month 2024 as "Women Who Advocate for Equity, Diversity, and Inclusion"; and

WHEREAS, this theme recognizes the invaluable contributions of women who have dedicated themselves to advocating for equity, diversity, and inclusion in all aspects of society; and

WHEREAS, women from diverse backgrounds have long been at the forefront of efforts to address systemic inequities and promote a more inclusive and just society; and

WHEREAS, the courageous advocacy of women for practical goals such as equity, diversity, and inclusion serves as a beacon of inspiration for all individuals and communities; and

WHEREAS, in 2024, we honor the women who have tirelessly worked to dismantle barriers, challenge prejudices, and create opportunities for all individuals, regardless of their background;

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners do hereby proclaim March 2024 as Women's History Month in Washington County; and

BE IT FURTHER RESOLVED that we encourage our communities and organizations to celebrate the achievements of women who have championed equity, diversity, and inclusion, and reaffirm our commitment to advancing these principles in our society. Let us honor the women who have dedicated themselves to advocating for equity, diversity, and inclusion, and let us continue to work together to build a more just, equitable, and inclusive world.

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

National County Government Month

County Administrator Kevin Corbid presented a resolution to recognize April 2024 as National County Government Month.

Commissioner Bigham moved to adopt **Resolution No. 2024-024** as follows:

NATIONAL COUNTY GOVERNMENT MONTH – APRIL 2024 “ForwardTogether”

WHEREAS, the nation's 3,069 counties, serving more than 330 million Americans, provide essential services to create healthy, safe, and vibrant communities; and

WHEREAS, counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of our residents' lives; and

WHEREAS, Washington County and all counties take pride in our responsibility to protect and enhance the health, wellbeing, and safety of our residents in efficient and cost-effective ways; and

WHEREAS, under the leadership of National Association of Counties (NACo) President Mary Jo McGuire, NACo is highlighting county leadership through the lens ForwardTogether, celebrating the role of county

governments in connecting, inspiring, and leading as intergovernmental partners; and

WHEREAS, each year, since 1991, the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

WHEREAS, Washington County, through its nearly 1,400 employees, provide numerous services that ensure both individuals and communities more forward together to ensure strong and vibrant communities, including:

- Participating in numerous community events to bring information and access to county services;
- Ensuring community based services are available to our clients and providing case management services to ensure quality of care standards are met;
- Partnering providers to ensure transportation is available to access health care, food, and other vital services;
- Reducing our energy consumption and reducing harmful emissions in order to protect our natural resources and environment;
- Improving our public infrastructure to ensure access to services;
- Providing access to county parks and trails to support the physical and mental health of our residents and clients;
- Providing access to technology and the internet through our county library system;
- Facilitating fair, secure elections for the over 180,000 registered voters in the county;
- Providing support to victims of crime and ensuring restitution is made to those who are harmed;
- Providing for the public safety of residents, clients, visitors and those who work in the county;
- Serving Women, Infants and Children (WIC) participants with immunizations and through the county's family health nurse home visiting program; and
- Partnerships that ensure the appropriate handling of solid waste and household hazardous waste.
- Providing early literacy skills and training programs;
- Recording property records, assessing property values, and calculating property taxes and credits on the over 115,000 parcels in the county;
- Operating diversion programs for youth and cognitive skills programming for those in the criminal justice system;

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners, do hereby proclaim April 2024 as National County Government Month, and encourage all county officials, employees, schools, and residents to participate in county government celebration activities.

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

State Legislative Update

County Administrator Kevin Corbid provided a legislative update. Mr. Corbid reported on two hearings related to county legislative priority items, the first occurred March 25 in the House Capital Investment Committee related to the south shop improvement project. The second will take place on March 27 in the Senate Energy Utilities Environment and Climate Committee related to the anaerobic digestion facility. Mr. Corbid reported the legislature will begin a short break Wednesday evening and return to the Capitol on Tuesday, April 2.

Letter Related to the Missing Middle Housing Bill

County Administrator Kevin Corbid presented a draft letter for the County Board's consideration, after the board reviewed the bill at a workshop held March 19. The County Board requested staff prepare a letter that raises the concerns that the bill preempts local control and restricts public input. The letter is addressed to the bill author and committee chairs; the bill author is Senator Mitchell, who is a part of the Washington County delegation. It includes language related to the county's support to increase affordable housing, senior housing and workforce housing within the county and it outlines the county's use of the local affordable housing aid to work toward those goals. It also states that the county board shares the concerns raised by many municipalities, and counties in the area.

Commissioners discussed changes to the proposed letter and the need to clarify the county's position. After some discussion, Commissioner Miron moved to approve the proposed letter as amended. Commissioner Bigham seconded the motion and the motion prevailed.

Board Workshop with Public Works

County Administrator Kevin Corbid reported on the need to postpone today's workshop to next week. The board agreed to move the workshop to review regional and county transit funding to next week.

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

The County Board meeting adjourned at 10:24 a.m.

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