



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MAY 7, 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 Gary Kriesel, District 3
Commissioner Michelle Clasen, District 5

Absent: Commissioner Karla Bigham, District 4

Also Present: Kevin Corbid, County Administrator
Susan Tice, Assistant County Attorney Division Chief
Stephanie Kammerud, 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 Clasen moved, seconded by Commissioner Kriesel, to adopt the Consent Calendar as follows:

1. Approval of April 9, 2024, and April 23, 2024, County Board meeting minutes.
2. Approval of the Workforce Development Division's Regional and Local Plan for the Workforce Innovation and Opportunity Act (WIOA) for Program Years 2024 through 2028 (July 1, 2024 - June 30, 2028).
3. Notice of Compliance with the Local Government Pay Equity Act
4. Approve 2024-25 Collective Bargaining Agreement for LELS Local 214 - Deputy Sheriff Unit.

5. Approval of **Resolution No. 2024-040** as follows:

**RESOLUTION TO AUTHORIZE WASHINGTON COUNTY
TO PROCEED WITH THE PROCEEDING FOR THE ISSUANCE
OF NEW CERTIFICATE OF TITLE FOR REAL PROPERTY IN
THE CITY OF NEWPORT**

WHEREAS, in 2014 Washington County (County) received real property interests from the Minnesota Department of Transportation (MnDOT) as part of a turnback for County State Aid Highway (CSAH) 38 a/k/a Maxwell Avenue and was recorded in the abstract records as Document No. 4008869; and,

WHEREAS, in 2017 County relinquished a portion of this turnback area determined as excess right-of-way not needed to the Washington County Regional Railroad Authority (WCRRA) recorded as abstract document No. 4111351; and,

WHEREAS, upon information and belief, the property transferred by MnDOT to County and then to WCRRA is now believed to be registered property; and,

WHEREAS, upon information and belief, the original owners of the registered property, Floyd N. Metzen and his wife Mary E. Metzen are deceased and have abandoned the real property and the unknown heirs of these persons cannot be located; and,

WHEREAS, the WCRRA completed a proceeding to address their title issue and received the issuance of a new Certificate of Title for their portion of the original turnback property; and,

WHEREAS, the real property described in the attached Exhibit A had not been on the Washington County tax rolls prior to 2014.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby authorizes its Chair to execute on behalf of the County a Petition in connection with the Registrar's issuance of a new Certificate of Title for land described in Exhibit A.

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

PUBLIC HEARING – ACCOUNTING AND FINANCE

General Obligation Capital Improvement Plan Bonds Funding

The public hearing opened at 9:03 a.m.

Board Chair Karwoski presented a brief overview of today's public hearing on a proposal to issue up to \$30,000,000 in general obligation bonds in order to finance projects under Washington County's 2023 to 2027 Capital Improvement Plan, which was adopted on December 13, 2022. This hearing is being held pursuant to Minnesota Statute § 373.40 and Chapter 475. On April 9, 2024, the County Board issued its order setting this public hearing for today. Board Clerk Stephanie Kammerud indicated that proper notices were published and made part of the record.

Accounting and Finance Director Cat Piepho introduced the presentation for the county's intention to bond for capital projects.

Public Works Director Wayne Sandberg presented two projects that are proposed for the bond sale.

The first project is the Central Service & License Center, Capital Improvement Plan (CIP) #BSD-WCSC-001. This is a 30,000 square foot public service building on Woodlane Drive in the City of Woodbury. It is across from the Gold Line Bus Rapid Transit station, and less than half a mile from the interchange of Valley Creek Road and I-494. The location was chosen for its proximity to transit and overall ease of access. Mr. Sandberg summarized the design details and various services that will be available at the building. The project cost is approximately \$30.5 million, and the proposed bonds would cover \$24.5 million of that cost. Construction would be completed in the fall of 2025.

The second project is the Central Park Building Improvements, CIP #BSD-WSL-2001. This building is a central hub for the community of Woodbury. The building is over 20 years old, and the City of Woodbury is leading a major renovation of the building. The facility includes an indoor park and playground, connections to the YMCA and Stonecrest senior facility, county office spaces, and the R.H. Stafford Library. This is a \$41 million project, and the proposed bonds would cover Washington County's cost share of \$4.5 million.

Ms. Piepho reported that financing with bonds is a key component in the county's CIP. Bond funds accounted for approximately 20% of the financing in the 2023-2027 CIP. Planning for this particular sale began in April 2022, when the board adopted a resolution to reimburse itself for expenditures paid relating to this project prior to the issuance of bonds. In December 2022, the board approved the 2023-2027 CIP and the 2023 budget.

Ms. Piepho reported that Minnesota State Statute 475.53 states that the county's debt cannot exceed 3% of the county's estimated market value. The county's estimated market value pay 2024 amounted to \$53.5 billion, and 3% of that amount is \$1.6 billion. This is the maximum amount of debt that the county could have. The county's current estimated debt subject to this limitation is \$107.6 million, and the county is well under the limitation by \$1.5 billion.

Ms. Piepho reported that Minnesota State Statute 373.40 gives counties the authority to issue CIP bonds. The requirements include that the project(s) must be included in an approved CIP, and that the county must hold a public hearing to inform the public of its intent to bond for projects. The county cannot issue bonds for a minimum of 30 days following the public hearing to allow voters to file a petition requesting a vote on the issuance.

Ms. Piepho reported that the statute also states that the maximum amount of principal and interest paid annually on all outstanding debts cannot be more than .12% of the county's estimated market value. With the county's estimated market value pay 2024 being \$53.5 billion, .12% of that number equates to \$64.2 million. This amount represents the maximum amount of principal and interest that the county could pay in a given year. The county's current debt service levy is around \$15.9 million, and the county is well under the CIP debt limit by \$48.3 million.

Ms. Piepho reported that the county's debt policy states that the growth of debt levy is limited to 5% annually. Annual debt service levy cannot exceed 15% of the county's total gross levy, and it cannot exceed 12.5% of the general expenditures, included the general fund, special revenue funds, and debt service funds. All of these components are factored into the final structuring of the bond payments to ensure compliance with the policies and state statutes.

Ms. Piepho reported that Washington County's debt levy structure is well below the thresholds established by the county's policy and Minnesota State Statutes. The county has been able to keep its debt down due to a number of factors, such as imposing sales tax, receiving ARPA funds that have been used for capital projects, and practicing overall good fiscal policies.

Ms. Piepho concluded that after today's public hearing, resolutions setting the terms and conditions of the bond sale will be presented at the next board meeting. If approved, the Pricing Committee will consider bids and award the sale of bonds, which would be received in early July.

Chair Karwoski asked for any comments from the public. No public comments were heard. No comments were received prior to the public hearing.

There being no further comments, Chair Karwoski asked for a motion to close the public hearing and open the matter for discussion by board members. Commissioner Miron moved to approve closing the public hearing. Commissioner Clasen seconded the motion, and it was adopted unanimously.

The public hearing was closed at 9:19 a.m.

Chair Karwoski noted that a resolution will be brought to the County Board on May 14 to act upon bond issuance and sale of said bonds.

Commissioner Kriesel commended county staff for looking into the future and continuing to focus on reducing the county's reliance on debt.

Commissioner Miron agreed on the importance of reducing the county's debt, and on the tremendous amount of planning that staff provides, guided by the county policies.

Commissioner Clasen noted the county's AAA bond rating and agreed that the staff is doing a tremendous job.

Commissioner Karwoski echoed the positive comments of the other commissioners.

County Administrator Kevin Corbid noted that on May 22, county staff will be meeting with Standard & Poor's rating agency for the rating call, and the second rating call will be May 24 with Moody's.

COMMUNITY SERVICES AND PUBLIC HEALTH & ENVIRONMENT

Resolution for Mental Health Awareness Month

Senior Planner Connie Tanner and Senior Community Health Specialist Lisa Wong presented a resolution to proclaim the month of May 2024, as Mental Health Awareness Month in Washington County. Staff are partnering with the libraries, parks, and buildings services to create spaces for promoting and normalizing mental health awareness, and to introduce support services for the public.

Commissioner Clasen moved to adopt **Resolution No. 2024-041** as follows:

MENTAL HEALTH AWARENESS MONTH

WHEREAS, May is recognized nationally as Mental Health Awareness Month, providing an opportunity to raise awareness, and promote mental health resources; and

WHEREAS, mental health is an essential part of overall well-being, impacting individuals, families, and communities; and

WHEREAS, one in five American adults experiences a mental health condition each year and everyone faces challenges in life that can impact their mental health; and

WHEREAS, mental health challenges affect all people regardless of age, gender, race, ethnicity, religion or economic status; and

WHEREAS, communities who have experienced historical trauma and those targeted by racism, homophobia, transphobia, sexism, and forms oppression and violence can face an even heavier mental health burden because of these harms; and

WHEREAS, mental health wellness is heavily impacted by social determinants of health such as: economic stability, education, stable housing, social and community support and access to health care; and

WHEREAS, early intervention and access to quality care are critical for managing mental health conditions and improving quality of life; and

WHEREAS, people recover when provided accessible, person-centered, culturally responsive services and supports in their communities; and

WHEREAS, Washington County collaborates across departments, organizations and communities to serve the mental health needs of all people in Washington County; and

WHEREAS, everyone has a role to play in building supportive and resilient communities; and

WHEREAS, Washington County reaffirms its commitment to improve the conditions that influence quality of life and positive mental health outcomes of the people in Washington County; and

WHEREAS, we encourage all those who live, work and play in Washington to:

- Educate themselves and others about mental health conditions, treatment options, and available resources.
- Challenge stigma by speaking respectfully and inclusively about mental health.
- Seek help if they are struggling with their mental health and encourage others to do the same.
- Support organizations that provide mental health services and advocacy.
- Create safe and supportive environments for open conversations about mental health.
- Together, we can create a community where everyone feels empowered to prioritize their mental wellbeing and seek help when needed.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners proclaims May 2024 as Mental Health Awareness Month in Washington County.

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners continues its commitment to partner with our community members to ensure that all mental health services are accessible, person-centered, and culturally appropriate for all residents.

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

HUMAN RESOURCES

Resolution for Asian American and Pacific Islander Heritage Month

Asian Alliance & Pacific Islanders (AAPI) Employee Resource Group (ERG) Representative Trung Le presented a resolution to proclaim the month of May 2024 as Asian American and Pacific Islander Heritage Month in Washington County. Mr. Le reported that the AAPI ERG will be hosting a Festival of Asia on May 21 celebrate AAPI Heritage Month.

Commissioner Miron moved to adopt **Resolution No. 2024-042** as follows:

ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH

WHEREAS, in 1992, President George H.W. Bush permanently designated for commemoration the month of May as Asian American and Pacific Islander Heritage Month; and

WHEREAS, Asian American and Pacific Islander Heritage Month is a month-long commemoration of the history and achievements of Asian Americans, Native Hawaiians, and Pacific Islanders in the United States; and

WHEREAS, Asian American, Native Hawaiian, and Pacific Islander communities celebrate with festivals, educational programs, and other activities that center on cultural history; and

WHEREAS, here in Washington County, the Asian and Pacific Islanders Alliance Employee Resource Group will host a celebration on Tuesday, May 21 with a Festival of Asia showcasing the diverse traditions, artistry, and flavors of vibrant Asian cultures representative of our ERG members.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners does hereby proclaim the month of May 2024 to be Asian American and Pacific Islander Heritage Month, and extends its appreciation to the employees of the Asian and Pacific Islanders Alliance Employee Resource Group for hosting the Festival of Asia on May 21, 2024.

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

PROPERTY RECORDS AND TAXPAYER SERVICES

Resolution to Realign School District Boundary Line for Property in the City of Afton

Deputy Director Joanne Helm reported that Parcel Identification number 33.028.20.32.0002 at 5732 Oakridge Court South in Afton is a residential parcel that is split by the boundary line between School District (SD) 833 South Washington and SD 834 Stillwater. For property tax and voting purposes, the parcel is considered to be in SD 834.

Property owners Ingrid and Darin Bjerknes have submitted a petition to adjust the boundary line so that their entire parcel is within SD 833. Their home is within the SD 833 portion of the parcel, and their children attend school in SD 833. Both school districts have been notified of the county's consideration of this petition.

Commissioner Kriesel moved to adopt **Resolution No. 2024-043** as follows:

**RESOLUTION AUTHORIZING REALIGNMENT OF SCHOOL
DISTRICT BOUNDARY LINE BETWEEN SCHOOL DISTRICT 833
SOUTH WASHINGTON AND SCHOOL DISTRICT
834 STILLWATER, 5732 OAKRIDGE CT S, AFTON CREEK
PRESERVE LOT 3 BLOCK 2, PARCEL ID 33.028.20.32.0002
AFTON, MINNESOTA**

WHEREAS, parcel 33.028.20.32.0002 is located within the boundaries of more than one school district; and

WHEREAS, parcel 33.028.20.32.0002 is classified as residential property under M.S. § 273.13, subdivision 22, paragraph (a); and

WHEREAS, pursuant to M.S. § 123A.455, an owner of a split residential parcel may petition the auditor of the county where the split parcel is located to transfer that part into the adjoining school district so the entire property will be located in the same school district; and

WHEREAS, the Department of Property Records and Taxpayer Services has received a petition from Ingrid and Darin Bjerknes, owners of parcel 33.028.20.32.0002, requesting the transfer of the portion of the parcel located in School District (SD) 834 to SD 833, so that the entire parcel will be located in SD 833; and

WHEREAS, the Bjerknes home is located within the SD 833 portion of the parcel; and

WHEREAS, the Bjerknes children attend SD 833 schools.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby approves the petition of Ingrid and Darin Bjerknes for the realignment of the school district boundary line; that effective for taxes payable in 2025 that part of parcel 33.028.20.32.0002 located in Washington County, Minnesota, within SD 834, is hereby transferred to SD 833, so that the entire parcel is located within SD 833.

BE IT FURTHER RESOLVED, that the Washington County Auditor issue an order transferring the subject parcel to SD 833 and shall notify the affected school districts and the Commissioner of Education of the change.

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

SHERIFF'S OFFICE

Resolution for National Correctional Officers Week

Lieutenant Jacqueline Dahms and Lieutenant Nicholas Klinkner presented a resolution proclaiming May 5, 2024, through May 11, 2024, as National Correctional Officers Week in Washington County. The Washington County Jail Division has 90 FTE employees, who serve the community by maintaining safety and security while supervising up to 230 incarcerated individuals daily.

Commissioner Kriesel moved to adopt **Resolution No. 2024-044** as follows:

PROCLAMATION NATIONAL CORRECTIONAL OFFICERS WEEK MAY 5, 2024 – MAY 11, 2024

WHEREAS, in 1984, President Ronald Reagan announced the first week in May as National Correctional Officers Week; and

WHEREAS, the Correctional Officers of the United States have worked devotedly and selflessly on behalf of the people of this nation, regardless of the peril or hazard to themselves; and

WHEREAS, these Correctional Officers, by their patriotic service and their dedicated efforts, have earned the gratitude of the residents of Washington County; and

WHEREAS, these Correctional Officers exemplify professionalism, integrity, and strength in a challenging environment; and

WHEREAS, this week we take the opportunity to acknowledge and thank the individuals who work in the Washington County Sheriff's Office Jail Division.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners does hereby proclaim the week of May 5, 2024, through May 11, 2024, to be National Correctional Officers Week, and extends its appreciation to these officers for the vital contribution they make in the criminal justice system in Washington County.

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

GENERAL ADMINISTRATION

Resolution for 2024 1st Quarter Donations

County Administrator Kevin Corbid presented a resolution to accept the 2024 1st quarter donations in the amount of \$1,914.28.

Commissioner Clasen moved to adopt **Resolution No. 2024-045** as follows:

2024 1st QUARTER DONATIONS, GIFTS, AND BEQUESTS

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 is authorized to approve donations, gifts, and bequests on a quarterly basis.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby approve donations and gifts of \$1,914.28 for the first quarter of 2024.

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

Legislative Updates

Margaret Vesel from Larkin Hoffman, Washington County's state legislative liaison, provided updates of the current activity within the Minnesota Legislature. The legislative end-of-session is scheduled to conclude May 20, 2024.

For the federal legislative update, Deputy County Administrator Jan Lucke presented a resolution for updating the county's Congressionally Directed Spending requests. This includes the addition of two projects, Trunk Highway 120 (Century Avenue) from I-694 to County State Aid Highway (CSAH) 12 Project, and CSAH 18 Settler's Ridge Parkway Intersection Improvement.

Commissioner Miron moved to adopt **Resolution No. 2024-046** as follows:

RESOLUTION AUTHORIZING UPDATED 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 TH 120 (Century Avenue) from I-694 to CSAH 12 Project; and
2. Request for the CSAH 18 Settler's Ridge Parkway Intersection Improvement; and
3. Request for the CSAH 32 Pedestrian and Safety Improvement Project; and
4. Request for Trunk Highway 36 and Trunk Highway 120 (Century Avenue) Interchange Planning; and
5. Request for Battle Creek to St. Croix Regional Trail Planning; and
6. Request for a 19A/100th Street Realignment – Intersection with Trunk Highway 61; and
7. 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.

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

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

The County Board meeting adjourned at 10:48 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to review and discuss the draft Countywide Strategic Plan, including draft Mission, Vision, and Value statements, as well as the draft Priorities, Goals, Objectives, and Performance Measures. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

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