



BOARD AGENDA
June 18, 2024 - 2:15 PM*
***Note time change**

Board of Commissioners

Fran Miron, District 1
Chair, Stan Karwoski, District 2
Gary Kriesel, District 3
Karla Bigham, District 4
Michelle Clasen, District 5

1. 1:30 PM **Personnel Committee**

2. 2:15 PM **Roll Call**

Pledge of Allegiance

3. 2:15 **Comments from the Public**

Visitors may share their comments or concerns on any issue that is a responsibility or function of Washington County Government, whether or not the issue is listed on this agenda. Persons who wish to address the Board must fill out a comment card before the meeting begins and give it to the County Board Clerk or the County Administrator. The County Board Chair will ask you to come to the podium, state your name and city of residence, and present your comments. Your comments must be addressed exclusively to the Board Chair and the full Board of Commissioners. Comments addressed to individual Board members will not be allowed. You are encouraged to limit your presentation to no more than five minutes. The Board Chair reserves the right to limit an individual's presentation if it exceeds the allowable time limit, becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of Washington County's responsibilities.

4. 2:25 **Consent Calendar - Roll Call Vote**

Consent Calendar items are generally defined as items of routine business, not requiring discussion, and approved in one vote. Commissioners may elect to pull a Consent Calendar item(s) for discussion and/or separate action.

- A. Approval of the June 4, 2024, County Board meeting minutes.
- B. Approval to appoint Simi Patnaik to a partial term on the Library Advisory Board as a District 5 Representative starting June 19, 2024, and expiring December 31, 2024.
- C. Approval to delete Countywide Policy #1007 - Appointment or Removal of Department Head Position
- D. Approve revisions to Countywide Policy #1008 - Blood or Bone Marrow Donation
- E. Approval to delete Countywide Policy #1011 - Pool Car
- F. Approval to delete Countywide Policy #6001 - County Board of Commissioners
- G. Approval to add 1.0 FTE (full-time equivalent) Collections Officer Senior to the Community Services Administrative Division.
- H. Approval to extend 1.0 FTE Special Project Social Worker I in the Community Services Access Aging & Disabilities Division.
- I. Approval to extend 2.0 FTE Special Project Eligibility Specialists in the Community Services Economic Support Division.
- J. Approval to modify Human Resources Policy #5030 - Telework Policy
- K. Approval to modify Human Resources Policy #5205 - Earned Sick and Safe Time (ESST)



Consent Calendar continued

- L. Approval to modify Personnel Rules and Regulations Section 2 – Definitions
- M. Approval to modify Personnel Rules and Regulations Section 5 - Compensation Plan
- N. Approval to delete Human Resources Policy #5009 - Temporary/Seasonal Employment
- O. Approval to delete Human Resources Policy #5010 - Resignation/Termination
- P. Approve North Environmental Center Change Orders:
 - 1. Approve Change Order #3 on Contract No. 15664 with Kevitt Excavating, LLC in the amount of \$25,645.22 for installation of a temporary gravel access road and laydown area to provide access to contractors.
 - 2. Approve Change Order #4 on Contract No. 15648 with Axel H. Ohman, Inc. in the amount of \$11,873 for adjustment of foundation walls at vestibule entrances to ensure proper alignment with stone veneer and for installation of foundation and stone veneer finish to monument sign on site.
- Q. Adopt a resolution to enter into a Metropolitan Council Grant Agreement SG-24P1-10-02 reimbursing the Land and Water Legacy Program for 75% of the cost to purchase a portion of property located at 9826 East Point Douglas Road South, Cottage Grove, Minnesota, for inclusion into Cottage Grove Ravine Regional Park, and to enter into agreement and restrictive covenant with the Metropolitan Council.
- R. Approve a six-month extension to Metropolitan Council Grant Agreement No. SG-21P3-10-04.
- S. Adopt a resolution to approve and accept a donation in the amount of \$3,000 from Prohibition Barbers.
- T. Approve Contract No. 11702 with the City of Cottage Grove to amend and restate the Joint Powers Agreement of the East Metro Human Trafficking Task Force.
- U. Approve Contract No. 16520 with BG Transportation Service LLC for an amount not to exceed \$100,000 per year, for a period of one year with the option to renew for up to four additional one-year periods.
- V. Authorize the Sheriff's Office to sell three Skytron 2280 Syndicate Dual Emitter UV Cleaner Systems.

5. 2:25 **Public Works** - JJ Williams, Parks Manager (items A & B)
- Mike Klein, Engineer I (item C)
- Erik Jalowitz, Building Services Capital Projects Manager (item D)
- A. Adopt a resolution proclaiming the month of July 2024 as Park and Recreation Month in Washington County, and set the first non-holiday Tuesday of every month as a Free Tuesday for Washington County Parks.
- B. Approve seven grant agreements between the Metropolitan Council and Washington County for Park Equity Grants:
1. SG-24P3-10-01 – St. Croix Bluffs Regional Park Inclusive Playground
 2. SG-24P3-10-02 – American Indian Historical Cultural Study
 3. SG-24P3-10-03 – Social Media Influencer Awareness Campaign
 4. SG-24P3-10-04 – Lake Elmo Park Reserve – Mountain Bike Beginner Skills Area
 5. SG-24P3-10-05 – Lake Elmo Park Reserve – Cultural Art Festival
 6. SG-24P3-10-06 – Outdoor Accessibility Wheelchair
 7. SG-24P3-10-07 – Water Safety Outreach Programs
- C. Approve Contract No. 16518 with Stonebrooke Engineering Inc. in the amount of \$399,600 for the County Road 74 Corridor Improvement Project.
- D. Approve seven Change Orders for the Law Enforcement Center training room modifications:
1. Approve Change Order #2 on Contract No. 16105 with Twin Town Demolition, LLC in the amount of \$27,164.50 for demolition work.
 2. Approve Change Order #2 on Contract No. 16377 with Contract Hardware Company, Inc. in the amount of \$18,109.00 for new doors and hardware.
 3. Approve Change Order #2 on Contract No. 16126 with Commercial Drywall, Inc. in the amount of \$58,084.09 drywall installation and finishing.
 4. Approve Change Order #2 on Contract No. 16301 with Acoustics Associates, Inc. in the amount of \$15,653.00 for acoustical ceilings.
 5. Approve Change Order #2 on Contract No. 16102 with Kraft Mechanical, LLC in the amount of \$6,103.47 for plumbing modifications.
 6. Approve Change Order #2 on Contract No. 16104 with SCR, Inc. in the amount of \$25,953.40 for HVAC modifications.
 7. Approve Change Order #2 on Contract No. 16090 with Wallraff Electric Company in the amount of \$58,685.85 for electrical modifications.



6. 3:10 **Information Technology** - Adam Larson, Director
 - A. Approve Contract 16437 with RingCentral, Inc. in the amount of \$1,713,916.20 for a period of five (5) years.
7. 3:25 **Sheriff's Office** - Commander Andy Ellickson
 - A. Approve Contract No. 16511 with LDV Inc. in the amount of \$1,076,140 for a period of 24 months.
8. 3:40 **General Administration** - Pride Employee Resource Group (ERG) Co-chairs Kristyn Stephens and Carrie Genereux (item A)
 - Kelli Matzek, Senior Planner (item B)
 - Kevin Corbid (item C)
 - A. Adopt a resolution to support June 2024 as Pride Month.
 - B. Adopt a resolution for the State Standard Measures Program and authorize the County Administrator to file a declaration to participate with the Office of the State Auditor.
 - C. GFOA Recognition for Outstanding Public Service Award
9. 4:10 **Commissioner Reports - Comments - Questions**

This period of time shall be used by the Commissioners to report to the full Board on committee activities, make comments on matters of interest and information, or raise questions to the staff. This action is not intended to result in substantive board action during this time. Any action necessary because of discussion will be scheduled for a future board meeting.
10. 4:25 **Board Correspondence**
11. 4:25 **Adjourn**
12. 4:30-4:55 **Break**
13. 5:00 PM **Washington County Convenes as the Board of Appeal and Equalization**
 - A. County Board of Appeal and Equalization