



BOARD AGENDA
August 27, 2024 - 9:00 AM

Board of Commissioners

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

All listed times are approximate. Board Workshops will start immediately following the conclusion of the Board meeting.

1. 9:00 **Roll Call**

Pledge of Allegiance

2. 9:00

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.

3. 9:10 **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. Adopt a resolution reappointing Celia Wirth, City of Grant, to a third term beginning on October 23, 2024, and expiring October 22, 2027, as Manager on the Brown's Creek Watershed District.
- B. Approval of a new Administrative policy, Security Cameras.
- C. Revisions to Policy #2202 - Mission Directed Budget (MDB) Savings.
- D. Adopt a resolution to approve Substantial Amendments to Washington County's 2020 and 2023 Annual Action Plans for the Community Development Block Grant and the HOME Investment Partnerships Program for submission to the U.S. Department of Housing and Urban Development.
- E. Approval of request for reclassification of 1.0 Full-Time Equivalent (FTE) Assistant County Attorney III position to Assistant Division Chief, Case Management and E-Litigation Supervising position.
- F. Approval to extend 10.0 FTE special project positions in the Community Services Department Economic Supports Division.
- G. Approval to modify Personnel Rules & Regulations, Section #16 - Leaves of Absence.
- H. Approve Amendment No. 2 for Contract No. 15229 with Matrix-NDI to add funds in the amount of \$180,000, for the period of August 27, 2024, to January 1, 2027, increasing the total contract amount to \$350,000.
- I. Approve Contract No. 16728 in the amount of \$173,798 with Miller Utilities LLC for the Central Service and License Center fiber connection project.



4. 9:10 **Washington County Community Development Agency** - Karly Schoeman, CDA Deputy Executive Director
- A. Adopt a resolution to approve the 2023 Consolidated Annual Performance and Evaluation Report for Community Development Block Grant and the HOME Investment Partnerships program funds for submission to the U.S. Department of Housing and Urban Development.
5. 9:25 **Accounting and Finance** - Renee Vought, Deputy Director
- A. 1. Presentation of 2023 Annual Financial Audit Highlights.
2. Presentation of 2023 Summary Financial Statement newspaper publication.
3. Presentation of the Government Finance Officers Association (GFOA) Awards (the Triple Crown):
- Excellence in Financial Reporting Award for the county's 2022 Annual Comprehensive Financial Report (ACFR)
 - The GFOA 2022 Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR)
 - The GFOA Distinguished Budget Presentation Award for the county's 2024 budget.
6. 9:45 **Public Health and Environment** - David Brummel, Director
- A. Recognition of Minnesota Counties and Computer Cooperative Member (MnCCC) of the Year, Tyler Roenicke, Public Health Nursing Supervisor in the Department of Public Health & Environment as the MnCCC Member of the year.
7. 10:00 **Public Works** - Erin Clarkowski, Engineer II
- A. 1. Approve Purchase Order No. 27352 in the amount of \$283,255.02 with Landscape Structures for the play equipment for the St. Croix Bluffs Regional Park Hilltop Improvement Project.
2. Approve Purchase Order No. 27394 in the amount of \$361,300.03 with Flagship Recreation for the play equipment installation for the St. Croix Bluffs Regional Park Hilltop Improvement Project.
- B. Approve four items for St. Croix Bluffs Regional Park Trail Stabilization Project:
1. Approve Contract No. 16748 in the amount of \$128,851.63 with JM Hauling LLC for St. Croix Bluffs Regional Park Trail Stabilization Project.
2. Approve Master Grant Sub-Recipient Agreement between Chisago Soil and Water Conservation District (Grant Administrator) and Washington County.



Public Works continued - Erin Clarkowski, Engineer II

3. Approve Statement of Work 2023 LSC WBIF A1, which provides a statement of activity that Washington County will perform pursuant to the Grant Agreement.

4. Approve Cooperative Agreement between the South Washington Watershed District and Washington County for construction cost of Bluff Park Stabilization.

C. Approve Contract No. 16746 in the amount of \$1,351,390.85 with Forest Lake Contracting, Inc. for Washington County North Environmental Center Bid Package 3.

8. 10:45 **General Administration - Kevin Corbid, County Administrator**

A. Presentation of Minnesota Association of Government Communicators (MAGC) Awards.

9. 11:00 **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. 11:15 **Board Correspondence**

11. 11:15 **Adjourn**

12. 11:20 **2025 Recommended Budget Workshops**

11:20-12:00 A. Review the 2025 recommended budget for the Library and Law Library.

13. 12:00-12:20 **Break**

14. 12:20 **2025 Recommended Budget Workshops continued**

12:20-1:00 A. Review the 2025 recommended budget for the Property Records and Taxpayer Services Department.

15. 1:00-1:30 **Board Workshop with Public Health & Environment**

A. Groundwater Plan Update