

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
AUGUST 20, 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 Karla Bigham, District 4
Commissioner Michelle Clasen, District 5

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

1. Approval of the August 6, 2024, County Board meeting minutes.
2. Approval to appoint Lori Tapani to a partial term on the Workforce Development Board as a Business Representative starting August 20, 2024, and expiring June 30, 2026.
3. Approve revisions to Policy #1033 - Legal Notices Publication in County Newspaper.
4. Approve use of 2023 countywide mission directed budget savings.
5. Approve revisions to Outstanding Check Policy #2504.
6. Approve revisions to Journal Entries Policy #2507.
7. Approve revisions to Opening and Closing of Funds Policy #2802.
8. Approve revisions to Revenue and Expenditure Object Codes and Definitions Policy #2901.

9. Approve revisions to Procurement Policy #1202.
10. Approval of the 2024 Community Corrections Comprehensive Plan.
11. Approval of **Resolution No. 2024-086** as follows:

**CERTIFICATION OF PROPERTY ASSESSED CLEAN ENERGY
(PACE) CHARGES FOR ENERGY IMPROVEMENTS**

WHEREAS, the Washington County Board of Commissioners approved the Joint Powers Agreement (JPA) with the Saint Paul Port Authority (the “Port Authority”) on August 11, 2015 designating the Port Authority to implement and administer the Property Assessed Clean Energy (“PACE of MN”) improvement financing on behalf of the County, and providing for the imposition of special assessments pursuant to Minnesota Statutes Sections 216C.435 and 216C.436 and Chapter 429 (the “Act”); and as needed in connection with that program; and

WHEREAS, the County understands that the Port Authority will issue its PACE OF MN special assessment revenue bond to finance the Improvements, and that the sole security for that bond will be special assessments imposed by the other cities and/or counties participating in PACE OF MN; and

WHEREAS, to facilitate and encourage the financing of improvements located within the County, the County covenants to levy assessments for said Improvements on the property so benefitted, in accordance with the Application and Petition for Special Assessments received from the owner(s) of the Property and approved by the Port Authority; and

WHEREAS, after imposition of the special assessments, the County shall collect such assessments twice a year and remit them to the Port Authority for use in the repayment of the Loan(s) or Bond(s). The County will take all actions permitted by law to recover the assessments, including without limitation, reinstating the outstanding balance of assessments when the land returns to private ownership, in accordance with Minn. Stat. Section 429.071, Subd. 4; and

WHEREAS, the special assessment shall be certified to the County Auditor and entered onto the tax lists for the year. The annual installment and interest shall be collected at the same time and in the same manner as real property taxes. For disbursements made by November 15th, the first annual installment is due with property taxes payable in the next tax year. For disbursements made from November 16th - December 31st, the first annual installment is due with property taxes in the year after next. The special assessment, with accruing interest, is a lien upon the benefitted property until paid.



NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners authorizes the County Auditor and the Department of Property Records & Taxpayer Services to extend the proposed special assessment plus interest on the properties set forth and listed below in this resolution.

Company Name:	Hohenstein RE LLC
Parcel:	21.027.21.32.0007
Location:	8301 95 th St S Cottage Grove, MN 55016
Project Type:	Installation of: New 714.2 kW solar system to provide electricity for the commercial property
Amount:	\$1,193,465.00
Term and Rate:	10 Years at 7%
Interest Accrual Date:	1/1/2025
Estimated Annual Energy Savings:	The 714.2 kW system is expected to save approximately \$568,488 of Energy in the first year.

12. Approve an application to the 2025 Clean Water Fund Competitive Grant program for stormwater management improvements at Square Lake Park.
13. Approve a Fiscal Year 2025 Clean Water Fund Competitive Grants application with South Washington Watershed District for erosion stabilization at St. Croix Bluffs Regional Park.
14. Approve Change Order #5 on Contract #15648 with Axel H. Ohman, Inc. for \$1,750 for an additional site mobilization to install slab-on-grade concrete around the Washington County-provided in-floor scale at the North Environmental Center.
15. Approve Change Order #2 on Contract #15656 with Henkemeyer Coatings, Inc. for \$3,112.20 for additional exterior flashing and weather barrier scopes, based on field verified conditions for roof parapet details at the North Environmental Center.
16. Approve Change Order #4 on Contract #15659 with Wenzel Plymouth Plumbing, LLC for \$3,750.28 for revisions to plumbing fixture products per updated Washington County preferred manufacturer standards on the North Environmental Center.
17. Approve Change Order #3 on Contract #15673 with A.J. Moore Electric, Inc. for \$14,759.93 for multiple electrical changes including the following work scope items: exit signs, attendant stations, site entry gates, and EV charging stations at the North Environmental Center.
18. Approve Change Order #1 on Contract #15826 with Century Fence Company for \$16,238 for site swing gates and tilt-up vertical pivot gates at the North Environmental Center.
19. Approve Change Order #2 on Contract #15646 with RAM Construction Services of MN, LLC for \$18,565 for additional waterproofing for the Historic Courthouse basement.

20. Approve a grant agreement between the Metropolitan Council and Washington County for Park Modernization Grant SG-24P5-10-02 for \$325,600 for improvements to the Hilltop Area at St. Croix Bluffs Regional Park.
21. Approve a grant agreement between the Metropolitan Council and Washington County for Park Legacy Grant SG-24P4-10-01 for \$1,429,662.31 for improvements to the Hilltop Area at St. Croix Bluffs Regional Park.
22. Approve Contract No. 16618 with Mahtomedi Public Schools ISD 832 to continue providing school resource officer services to the school district.
23. Approve Contract No. 16620 with Stillwater Area Public Schools ISD 834 to continue providing school resource officer services to the school district.

The motion was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Kriesel, Bigham, Clasen, and Karwoski. Nays, none.

PUBLIC WORKS

Grant Agreements and Purchase Order for Lake Elmo Park Reserve Play Area Project

Engineer Erin Clarkowski presented two grant agreements with the Metropolitan Council, and a purchase order related to the new play area structure at Lake Elmo Park Reserve. Ms. Clarkowski reported that this project is identified in the Capital Improvement Plan as #PARK-3019.

Ms. Clarkowski reported that Washington County's swim pond play area at Lake Elmo Park Reserve is more than 25 years old. This project will be funded with Metropolitan Council park legacy and modernization grant funds. The project includes replacing the play structure equipment, performing site work, parking lot upgrades, and accessibility improvements. Site prep will begin in 2024, and construction will be completed in Spring 2025.

Commissioner Clasen moved to approve a grant agreement between Metropolitan Council and Washington County for Park Legacy Grant SG-23P4-10-01 for \$1,053,680.96 for the installment of a new play structure at Lake Elmo Park Reserve. Commissioner Bigham seconded the motion, and it was adopted unanimously.

Commissioner Kriesel moved to approve a grant agreement between Metropolitan Council and Washington County for Park Modernization Grant SG-24P5-10-01 for \$700,000 for the installment of a new play structure at Lake Elmo Park Reserve. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Karwoski moved to approve Purchase Order No. 27353 for \$1,094,824.37 with Midwest Playscapes for the Lake Elmo Park Reserve Swim Pond Play Area Project. Commissioner Clasen seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

Resolution to Authorize a Joint Powers Agreement for a 2025 Resident Survey

Senior Planner Kelli Matzek presented a resolution authorizing a joint powers agreement with Dakota, Olmsted, and St. Louis counties for a 2025 resident survey. Ms. Matzek reported that Washington County has partnered with a number of Minnesota counties in past years to gather information from residents about the services they receive. Staff is proposing to continue this partnership in 2025 with Dakota, Olmsted, and St. Louis counties. The benefits of this collaboration are cost savings and the ability to compare outcomes on a national scale and locally with peer agencies.

Commissioner Clasen moved to adopt **Resolution No. 2024-087** as follows:

JOINT POWERS AGREEMENT WITH DAKOTA, OLMSTED, AND ST. LOUIS COUNTIES FOR A 2025 RESIDENT SURVEY

WHEREAS, Washington County has participated with Dakota, Olmsted, and St. Louis Counties to execute a 2025 Resident Survey in order to assess resident opinions and the performance of county government; and

WHEREAS, the counties have agreed to collaborate on a joint Resident Survey in 2025, selecting the Polco/National Research Center; and

WHEREAS, the counties must enter into a joint powers agreement in order to carry out the Resident Survey initiative; and

WHEREAS, the joint powers agreement is authorized under Minnesota Statute 471.59.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby authorize the County Board Chair and County Administrator to execute a joint powers agreement with Dakota, Olmsted, and St. Louis Counties to conduct a resident survey of households in the four counties and to analyze the results, subject to approval by the County Attorney's Office as to form.

Commissioner Bigham seconded the motion, and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Kriesel, Bigham, 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 on the county's website [washingtoncountymn.gov](https://www.washingtoncountymn.gov) under "County Board of Commissioners."

BOARD CORRESPONDENCE

Board correspondence was received and placed on file.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Bigham moved to adjourn. Commissioner Clasen seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 9:52 a.m.

BUDGET WORKSHOP WITH COMMUNITY CORRECTIONS

The board met in workshop session to review the 2025 recommended budget for the Community Corrections Department. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BUDGET WORKSHOP WITH COMMUNITY SERVICES

The board met in workshop session to review the 2025 recommended budget for the Community Services Department. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BUDGET WORKSHOP WITH PUBLIC HEALTH & ENVIRONMENT

The board met in workshop session to review the 2025 recommended budget for the Department of Public Health & Environment and University of Minnesota Extension. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, 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