



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
SEPTEMBER 10, 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 Stan Karwoski, District 2
Commissioner Gary Kriesel, District 3
Commissioner Karla Bigham, District 4
Commissioner Michelle Clasen, District 5

Absent: Commissioner Fran Miron, District 1

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 Bigham, to adopt the Consent Calendar as follows:

1. Approval of the August 27, 2024, County Board meeting minutes.
2. Approval of **Resolution No. 2024-094** as follows:

**MINNESOTA HOUSING FINANCE AGENCY GRANT FOR
FAMILY HOMELESS PREVENTION AND ASSISTANCE
PROGRAM (FHPAP)**

WHEREAS, pursuant to Minnesota Statutes 462A.204, the Minnesota Housing Finance Agency is authorized to develop a program to assist families who are homeless or are at imminent risk of homelessness and that program is the Family Homeless Prevention and Assistance Program (FHPAP); and

WHEREAS, under the Minnesota FHPAP, the Minnesota Housing Finance Agency can award grants to counties to focus on their emergency response systems on homeless prevention and to secure housing for the homeless; and

WHEREAS, the Washington County Community Services Department has applied for and received FHPAP grant funding since 2007 and has contracted with community providers to utilize the funds to stabilize families in their existing homes, shorten the amount of time that families spend in emergency shelters and assist families with securing transitional or permanent affordable housing; and

WHEREAS, the Washington County Community Services department has demonstrated the ability to perform the required activities of the Minnesota FHPAP; and

WHEREAS, the Washington County Community Services Department submitted a proposal to Minnesota Housing for FHPAP funding for the October 1, 2023, through September 30, 2025, grant cycle and was awarded \$1,500,000.00 which has been accepted through Resolution No. 2023-085; and

WHEREAS, an additional \$116,100.00 was awarded by MN Housing to Washington County, for a total of \$1,616,100.00; and

WHEREAS, Minnesota Statutes 462A.204 requires a sponsoring resolution of the county board to receive FHPAP grants.

NOW, THEREFORE, BE IT RESOLVED, that Washington County, through its Community Services Department is hereby authorized as an entity charged with the administration of funds made available through the Minnesota Housing Family Homelessness Prevention and Assistance Program in the County of Washington, in Minnesota.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Washington County Board of Commissioners does hereby delegate the authority to electronically sign the contract amendment with the Minnesota Housing Finance Agency for the Family Homeless Prevention and Assistance Program (FHPAP) for the period of October 1, 2023, through September 30, 2025, in the amount of \$116,100 to the Community Services Department Director without further board action.

3. Approve an amendment to Contract No. 14285 with Century Link Total Advantage Express for the county's Primary Rate Interface (PRI) phone services, extending the contract through September 15, 2025.

4. Approval of Joint Powers Agreement No. 253368 for election recount services with the State of Minnesota, Office of the Secretary of State.
5. Approve a grant application to the Conservation Partners Legacy Grant Program for habitat restoration at Big Marine Park Reserve.
6. Approve a grant application to the Conservation Partners Legacy Grant Program for habitat restoration at Lake Elmo Park Reserve.

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

Commissioner Fran Miron joined the meeting at 9:06 a.m.

ATTORNEY'S OFFICE

Recommended 2025 Budget for the Attorney's Office

County Attorney Kevin Magnuson presented the 2025 recommended budget for the Attorney's Office. This budget presentation was rescheduled from the September 3, 2024, board meeting agenda.

PUBLIC HEALTH & ENVIRONMENT

Award for Excellence in the Application of the Opioid Litigation Principles

Director David Brummel reported that the Washington County Public Health & Environment Department received an award for Excellence in the Application of the Opioid Litigation Principles. Mr. Brummel reported that the Principles were developed by a coalition of organizations across the substance use field to guide states and localities in spending opioid settlement funds. The Principles include: spend the money to save lives; use evidence to guide spending; invest in youth prevention; focus on racial equity; and develop a fair and transparent process for deciding where to spend the funding.

Mr. Brummel reported that this award, launched in the first quarter of 2023, is given to jurisdictions that demonstrate distinction in how their decision-making process to utilize the National Opioid Settlement funds reflects the Opioid Litigation Principles. Washington County received this national award for the second quarter of 2024, and was the first Minnesota jurisdiction to receive the award.

Mr. Brummel recognized the dedicated work of Sean Young-Stephens, Program Coordinator, and Rolando Vera, Jr., Correctional Health Nursing Manager, for their exceptional leadership as Washington County creates a plan that relies on evidence, equity, and transparency in the spending of settlement dollars in the community.

PUBLIC WORKS

Contract for the Cottage Grove Ravine Regional Park Drainage Improvement Project

Engineer Mike Kline presented a contract for drainage improvements to the entrance and trails at Cottage Grove Ravine Regional Park, identified as #PARK-4007 in the Capital Improvement Plan. Mr. Kline reported that the access road experiences erosion when it rains and has created maintenance challenges. This project will add curb and gutter and storm sewer structures along the entrance road, which will improve drainage and erosion issues.

Mr. Kline reported that six bids were received, and Nadeau Companies, Inc. is recommended with the lowest bid for the project. This project is funded by Planned Use of Fund Balance, and the South Washington Watershed District Coordinated Capital Improvements Program grant funding.

Commissioner Bigham moved to approve Contract No. 16829 for \$281,598.80 with Nadeau Companies, Inc. for the Cottage Grove Ravine Regional Park Drainage Improvement project. Commissioner Miron seconded the motion, and it was adopted unanimously.

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 under "County Board of Commissioners."

BOARD CORRESPONDENCE

No board correspondence was received.

EXECUTIVE (CLOSED) SESSION – ATTORNEY'S OFFICE

Commissioner Bigham moved to move into Executive (closed) session. Commissioner Kriesel seconded the motion, and it was adopted unanimously.

The Board met in Executive (closed) attorney/client session pursuant to Minnesota Statute 13D.05, Subd. 3(b), for the purposes of discussing active litigation, *Evans v. Washington County*, the time being 10:38 a.m. Present for the Executive session were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen, and Kevin Corbid, Jan Lucke, Jennifer Wagenius, Angie Nalezny, Julie Sorrem, Susan Tice, Kevin Magnuson, Dan Starry, and Jeff Hentges, MCIT, and Vicki Hruby, MCIT Attorney.

The Executive session closed at 12:03 p.m.

The board recessed for a break.

EXECUTIVE (CLOSED) SESSION – PERFORMANCE REVIEW OF THE COUNTY ADMINISTRATOR

Commissioner Miron moved to move into Executive (closed) session. Commissioner Clasen seconded the motion, and it was adopted unanimously.

The Board met in Executive (closed) session, the time being 12:30 p.m., to conduct the annual performance review of County Administrator Kevin Corbid. Pursuant to Minnesota Statute Section 13.43, performance evaluation feedback is private data on the employee, and the meeting may be closed to the public, pursuant to Minnesota Statute Section 13D.05, subd. 3(a). Present for the Executive session were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen, and Kevin Corbid.

The Executive session closed at 1:55 p.m.

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 1:58 p.m.

BUDGET WORKSHOP WITH ADMINISTRATION

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