

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
OCTOBER 1, 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
John Ristad, Assistant County Attorney III
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 **Resolution No. 2024-103** as follows:

**RESOLUTION REAPPOINTING WILLIAM ARMSTRONG TO
THE VALLEY BRANCH WATERSHED DISTRICT**

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the county, state or federal government, expect that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers,

including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the experience of the individual being reappointed to determine if he is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following reappointment it finds that the managers of the watershed district, including the reappointed member, fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being reappointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby reappoints William Armstrong to a first full term on the Valley Branch Watershed District, to begin on November 15, 2024 and end on November 14, 2027.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

2. Approval of **Resolution No. 2024-104** as follows:

**RESOLUTION APPOINTING LARRY ODEBRECHT TO THE
BROWN'S CREEK WATERSHED DISTRICT**

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the county, state or federal government, expect that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being appointed as well as the residency of the current managers, considered the experience of the individual being appointed to determine if he is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following appointment it finds that the managers of the watershed district, including the newly appointed member, fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being appointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby appoints Larry Odebrecht to a first term on the Brown's Creek Watershed District, to begin on October 22, 2024 and end on October 21, 2027.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

3. Approval to update Communications Policy #1037.
4. Approval to update Social Media Policy #1039.
5. Approval to add 2.0 FTE (full-time equivalent) Maintenance Worker positions in the Public Works Transportation Division.
6. Approve Change Order No. 1 to Contract No. 15827 with Hoffman & McNamara Company for \$16,522.25 for additional landscaping at the North Environmental Center project in Forest Lake.
7. Approve Amendment No. 1 to Cooperative Agreement No. 1026020 with the City of Oakdale and the Minnesota Department of Transportation to secure an additional \$300,000 in funding from MnDOT for the TH 36 and Hadley Interchange Project.
8. Approval of **Resolution No. 2024-105** as follows:

**AMENDMENT NO. 1 TO AGREEMENT NO. 1026020
WITH THE STATE OF MINNESOTA,
DEPARTMENT OF TRANSPORTATION**

WHEREAS, Washington County will enter into Amendment No. 1 to Agreement No. 1026020 for federal participation in construction with the State of Minnesota, Department of Transportation, to provide for payment by the State to the County of the County's share of the costs of the interchange construction and other associated construction to be performed

upon, along and adjacent to Trunk Highway No. 36 from 1,610 feet east of Trunk Highway No. 120 to 460 feet west of eastbound exit ramp to Trunk Highway No. 694 southbound and on County State Aid Highway (CSAH) No. 35 (Hadley Avenue) from 1,290 feet north of 50th Street North to 660 feet north of 56th Street North under State Project No. 8204-72.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation be appointed as Agent of the Washington County to accept as its agent, federal aid funds, which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, that the Chair and the Administrator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions set forth and contained in “Minnesota Department of Transportation Cooperative Construction Agreement No. 1026020A01”, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

9. Approval of **Resolution No. 2024-106** as follows:

FY 2024 PORT SECURITY GRANT

WHEREAS, that the County of Washington, Minnesota, is authorized to accept the grant award terms and conditions with the U.S. Department of Homeland Security, Federal Emergency Management Agency, for the FY 2024 Port Security Grant Program in the amount of \$225,000 for the period of September 1, 2024, through August 31, 2027.

BE IT RESOLVED, that the Washington County Sheriff, Dan Starry, is hereby authorized to accept the grant award in the FEMA Grants Outcomes (FEMA GO) platform, as it is necessary to implement this grant on behalf of Washington County.

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

INFORMATION TECHNOLOGY

Resolution for Cybersecurity Awareness Month

IT Manager Phil Dreyer presented a resolution to recognize October 2024 as Cybersecurity Awareness Month. Mr. Dreyer reported that Cybersecurity Awareness Month enhances public awareness of cyber security and the importance of protecting systems from malicious attacks. Mr. Dreyer reviewed practices for online safety and reported on the countywide support provided by the Information Technology Department.

Commissioner Clasen moved to adopt **Resolution No. 2024-107** as follows:

**RESOLUTION OF SUPPORT FOR
NATIONAL CYBERSECURITY AWARENESS MONTH 2024**

WHEREAS, Washington County recognizes that it has a role in identifying and protecting its citizens from, and responding to, cyber threats that may have a significant impact to our individual and collective security and privacy; and

WHEREAS, Washington County recognized that local governments are increasingly targeted by cyber criminals to gain illegal access to sensitive information in which Washington County employees protect and safeguard daily; and

WHEREAS, businesses and governments are increasingly reliant on information systems and technology to support financial services, elections, telecommunications, transportation, utilities, health care, and emergency response systems; and

WHEREAS, in 2024 Washington County continues building cybersecurity awareness program for all employees by requiring the completion of security awareness training courses designed to address the most common risks; and

WHEREAS, the Cybersecurity and Infrastructure Security Agency (CISA) has implemented awareness programs through a coalition of private companies, nonprofit and government organizations, as well as academic institutions working together to increase the understanding of cyber threats and empowering the American public to be safer and more secure online; and

WHEREAS, the National Institute of Standards and Technology (NIST) Cybersecurity Framework has been developed as a free resource to help organizations improve their cybersecurity practices through a practical approach to addressing evolving threats and challenges; and

WHEREAS, maintaining the security of cyberspace is a shared responsibility in which each of us has a critical role to play, and awareness of computer security essentials will improve the security of Washington County's information, infrastructure, and economy; and

WHEREAS, the Federal Government of the United States of America, the U.S. Department of Homeland Security (www.dhs.gov/cyber), the Multi-State Information Sharing and Analysis Center

(<http://msisac.cisecurity.org>), the National Association of State Chief Information Officers (www.nascio.org), and the National Cyber Security Alliance (www.staysafeonline.org) all recognize October as National Cyber Security Awareness Month; and all citizens are encouraged to visit these websites and the Cybersecurity Awareness Month website (<https://www.cisa.gov/cybersecurity-awareness-month>) to learn about cybersecurity to put that knowledge into practice in their homes, schools, workplaces, and businesses.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners does hereby proclaim the month of October 2024 as Cybersecurity Awareness Month, recognizing that maintaining the security of cyberspace is a shared responsibility in which each of us has a critical role.

Commissioner Kriesel 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.

PUBLIC HEALTH AND ENVIRONMENT

Resolution for Washington County's 2024-2042 Solid Waste Management Plan

Sr. Community/Environmental Program Manager Caleb Johnson presented a resolution to approve the 2024-2042 Washington County Solid Waste Management Plan and authorize the Department of Public Health and Environment to submit the plan to the commissioner of the Minnesota Pollution Control Agency for review and approval.

Mr. Johnson reported that the purpose of the 2024-2042 Washington County Solid Waste Management Plan is to guide county waste management activities. This revised plan replaces the 2018-2036 Washington County Waste Management Plan and is consistent with the Minnesota Pollution Control Agency's Metropolitan Solid Waste Management Policy Plan. Community input was an important component of the revision process. A stakeholder engagement effort was implemented to gather information from residents, businesses, waste haulers, advisory committee, and local governments through surveys and interviews. The plan includes strategies to increase waste reduction, reuse, and recycling, to achieve waste objectives.

Commissioner Miron moved to adopt **Resolution No. 2024-108** as follows:

2024-2042 WASHINGTON COUNTY SOLID WASTE MANAGEMENT PLAN

WHEREAS, Washington County is required by Minnesota Statute §473.803 to revise the county's Solid Waste Management Plan; and

WHEREAS, Washington County has the duties of a community health board, as established in Minnesota Statute §145A.04 subd. 1a, to promote healthy communities and protect against environmental health hazards by developing policies and programs to reduce exposure to environmental health risks and promote healthy environments; and

WHEREAS, in preparing the county's Solid Waste Management Plan, a stakeholder engagement process was implemented to gather information from a variety of stakeholders, including residents, businesses, waste haulers, and local government through survey and interviews; and

WHEREAS, the county established a Waste Reduction Advisory Committee to provide input on aspects of the revision of the Solid Waste Management Plan, per Minnesota Statute §473.803 subd. 4; and

WHEREAS, the Washington County Department of Public Health and Environment has prepared a revised Washington County Solid Waste Management Plan, which will guide policies and programs to promote healthy environments, in alignment with Ramsey County's Solid Waste Management Plan, with policies and strategies developed in accordance with Minnesota Statute §473.803 and Minnesota Statute §115A.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners adopts the 2024-2042 Washington County Solid Waste Management Plan and authorizes the Department of Public Health and Environment to submit the plan to the Commissioner of the Minnesota Pollution Control Agency for review and approval.

Commissioner Clasen 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.

PUBLIC WORKS

Resolution for Signage on County State Aid Highway 12 at Brick Street

Traffic Engineer Joe Gustafson presented a resolution authorizing the installation of appropriate signs to establish an all-way stop condition at the intersection of County State Aid Highway (CSAH) 12 (Myrtle Street West) at Brick Street South/Birchwood Drive in the City of Stillwater.

Mr. Gustafson reported that Public Works staff have been in discussions with area residents and City of Stillwater officials regarding concerns related to traffic speeds in the area of Brick Street and difficulties crossing the county highway as a pedestrian in this area. Upon studying various traffic control options and locations within the corridor, staff recommends the conversion of the intersection at Brick Street to all-way stop control.

Commissioner Kriesel moved to adopt **Resolution No. 2024-109** as follows:

**INTERSECTION CONTROL ON COUNTY STATE AID
HIGHWAY NO. 12 (MYRTLE ST.)
AT ITS INTERSECTION WITH BRICK STREET**

WHEREAS, Washington County and City of Stillwater officials have cooperated regarding recent city-led improvements to Brick Street between County State Aid Highway (CSAH) 5 (Olive Street) and CSAH 12 (Myrtle Street); and

WHEREAS, County and City officials have been in communication with residents regarding concerns about speed and pedestrian crossing opportunities along CSAH 12 in the area of Brick Street; and

WHEREAS, County officials have conducted traffic counts and found that this location does not meet established traffic control warrants for all-way stop or traffic signal installation; and

WHEREAS, County officials have nevertheless determined that all-way stop control at this intersection could be considered justified as the most effective and practical option to improve pedestrian connectivity; and

WHEREAS, the Stillwater City Council approved Resolution #2024-088 supporting the proposed traffic control change.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby authorizes the Director of Public Works to install and maintain the appropriate signs to establish an all-way stop condition at the intersection of CSAH 12 (Myrtle Street) & Brick Street, located in the City of Stillwater.

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.

PROPERTY RECORDS AND TAXPAYER SERVICES

Resolution for Customer Service Week

Director Amy Stenftenagel presented a resolution honoring staff in the Property Records and Taxpayer Services Department and declaring October 7-11, 2024, Customer Service Week in Washington County.

Commissioner Clasen moved to adopt **Resolution No. 2024-110** as follows:

**RESOLUTION HONORING COUNTY STAFF AND EMPLOYEES
OF THE DEPARTMENT OF PROPERTY RECORDS AND
TAXPAYER SERVICES DURING CUSTOMER SERVICE WEEK
OCTOBER 7-11, 2024**

WHEREAS, the purpose of the work of Washington County employees is to serve the residents of Washington County; and

WHEREAS, the mission of Washington County is that we strive to provide exceptional services that enhance quality of life and promote a safe, healthy, and welcoming community for all; and

WHEREAS, the employees at Washington County live this mission every day providing a wide variety of quality external and internal services; and

WHEREAS, the people who make up the staff of the county's Property Records and Taxpayer Services Department have extensive technical knowledge and serve county residents on a daily face-to-face basis at a number of locations throughout the county; and

WHEREAS, prompt, friendly, and accurate customer service is a requirement of that staff doing its job well, and serving county residents with its utmost ability; and

WHEREAS, it is fitting to recognize the supreme customer service that staff provides while fulfilling its role of providing service to the residents of Washington County.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners wishes to extend its heartfelt thanks and appreciation to all employees of Washington County for the quality service they provide; and

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners wishes to specifically acknowledge Property Records and Taxpayer Services staff for its matchless customer service to all residents of Washington County; and

BE IT FURTHER RESOLVED, that, in light of that appreciation, the Washington County Board of Commissioners proclaims October 7-11, 2024, Customer Service Week in Washington County, to publicly state that appreciation.

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.

GENERAL ADMINISTRATION

Imagine 2050 Comment Letter

Planning Manager Emily Jorgensen presented a comment letter regarding Metropolitan Council's Imagine 2050. Ms. Jorgensen reported that Imagine 2050 is a draft regional development guide, which provides a shared vision for the future of the Twin Cities region. This plan is the beginning of the 2050 Comprehensive Plan process and contains policy plans on land use, transportation, regional parks, and housing and water.

Ms. Jorgensen reported that county staff and the Washington County Community Development Agency reviewed the draft of Imagine 2050 and prepared a draft comment letter from the Washington County Board. A workshop was held to review the draft comment letter, and feedback from the board was incorporated into the final draft.

Commissioner Bigham moved to approve the Imagine 2050 comment letter. 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 – PUBLIC WORKS

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

The Board met in Executive (closed) session, pursuant to Minn. Stat. §13D.05 subd. 3(c) to review the appraisal for the property located at PID 06.031.20.11.0001, regarding the potential purchase for inclusion into Big Marine Park Reserve, the time being 10:36 a.m. Present for the Executive session were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen, and Kevin Corbid, Jan Lucke, Jennifer Wagenius, Andrew Jackola, Wayne Sandberg, Frank Ticknor, Sharon Price, Alex McKinney, and Stephanie Kammerud.

The Executive session closed at 11:00 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 11:02 a.m.

BOARD WORKSHOP WITH PUBLIC WORKS

The board met in workshop session to review the draft 2025-2029 Capital Improvement Plan. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BOARD WORKSHOP WITH PUBLIC WORKS

The board met in workshop session to review a potential location for the central yard waste and county operations. 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:

Kevin Corbid

Kevin Corbid
County Administrator

Stan Karwoski

Stan Karwoski
County Board Chair