

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
OCTOBER 15, 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.

Martha Winslow, St. Mary's Point, made positive comments on Washington County's election process. Ms. Winslow stated that Washington County has a strong election process that is well executed.

Vivian Latimer Tanniehill, Woodbury, commented on the excellence and professionalism of the Washington County election officials and canvassing board. Ms. Latimer Tanniehill emphasized that due to all the audits throughout the elections, it is a safe, secure, easy, and accurate election process.

CONSENT CALENDAR

Commissioner Bigham moved, seconded by Commissioner Kriesel, to adopt the Consent Calendar as follows:

1. Approval of the September 24, 2024, and October 1, 2024, County Board meeting minutes.
2. Approval to set a public hearing for November 19, 2024, to consider revisions to Washington County's 2025 Fee Schedule, Policy No. 1032.
3. Approval to set a public hearing for November 19, 2024, to review the 2025-2029 Washington County Capital Improvement Plan (CIP) and receive public comment.

4. Approval of 1.0 FTE Special Project Division Manager in the Community Corrections Department.
5. Approve Contract No. 16886 with CareerLabsVR in an amount of \$9,600 for a term of November 1, 2024, through October 31, 2025.
6. Approve Agreement No. 16883 between Washington County and the City of Cottage Grove Police Department in the amount of \$171,750 for the period of October 21, 2024, through December 31, 2025.
7. Approval to modify Human Resources Policy #5008 - Respectful Workplace.
8. Approval to modify Personnel Rules and Regulations, Section #4 - Employment Status.
9. Approval to delete Human Resources Policy #5006 - Reclassification Requests.
10. Approval to modify Human Resources Policy #5022 - Personnel Committee of the Board.
11. Approval to modify Personnel Rules and Regulations, Section #3 - Classification Plan.
12. Adopt and implement the 2025-2028 multiyear health plan agreement with HealthPartners.
13. Approve Amendment No. 5 with NEOGOV (formerly High Line Software, Inc.) in the amount of \$173,572.00 for the period of November 1, 2024, to October 31, 2025.
14. Approve Purchase Order No. 27550 with Insight Public Sector Inc. in the amount of \$697,714.56 for the VMware Cloud Foundation license for up to 3 years.
15. Approval of **Resolution No. 2024-111** as follows:

**RESOLUTION REAPPOINTING LISA YOUNG
AS COUNTY ASSESSOR FOR A TERM BEGINNING JANUARY 1, 2025**

WHEREAS, Minn. Stat. §273.061 declares that the term of office as County Assessor shall begin on January 1 of every fourth year after 1973; and

WHEREAS, January 1, 2025, will begin a new term of office for county assessors statewide.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners reappoints Lisa Young to a four-year term beginning on January 1, 2025, through December 31, 2028, pursuant to the provisions of Minn. Stat. §273.061, subject to the approval of the Commissioner of Revenue.

16. Approval of Grant Agreement No. 16887 with Minnesota Department of Health for the Federal Title V, Maternal and Child Health Block Grant in the amount of \$165,235 annually, for the period of October 1, 2024, through September 30, 2029.
17. Approve Joint Powers Agreement No. 16834 with Dakota County for the amount of \$41,300, for the period the date the last party hereto executes this Agreement through June 30, 2026.
18. Approval of **Resolution No. 2024-112** as follows:

CERTIFICATION OF UNPAID COUNTY ENVIRONMENTAL CHARGES

WHEREAS, the Washington County Board of Commissioners adopted the Washington County Solid Waste Management Ordinance #194 on February 25, 2014; and the Washington County Solid Waste Management Ordinance #202 on March 20, 2018; and

WHEREAS, the Washington County Solid Waste Management Ordinance #194 establishes the County Environmental Charge (CEC); and

WHEREAS, a solid waste hauler has provided records to the Washington County Public Health and Environment Department of generators who have unpaid 2022 and 2023 County Environmental Charges; and

WHEREAS, the solid waste hauler sent quarterly invoices to generators in 2022 and 2023 for County Environmental Charges; and

WHEREAS, Section 14.0, subpart 14.8.1 of Ordinance #194 provides that on or before October 15 in each year, the County Board may certify to the County Auditor all unpaid outstanding Charges as reported by the Department, by Haulers and Disposal Facilities and a statement of the description of the lands which were serviced and against the Charges arose; and

WHEREAS, the Section 14.0, subpart 14.8.1 also provides that it shall be the duty of the County Auditor, upon order of the County Board, to extend the assessments with interest provided for in Minn. Stat. Section 279.03 subd. 1, upon the tax rolls of the County of the taxes of the year in which the assessment is filed; and

WHEREAS, the properties that have failed to pay the County Environmental Charge are identified in Exhibit A, which is attached hereto and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners authorizes the County Auditor and the Department of Property Records and Taxpayer Services to extend the unpaid County Environmental Charges on the properties, set forth in Exhibit A to this resolution, as assessments with interest in accordance with County Ordinance #194.

19. Approve Contract No. 16860 with Prescription Landscape Inc. for \$371,695.94 for parking lot and sidewalk snow removal in Zones 1, 2, and 3 (Stillwater Campus, Central, and Northern County facilities).
20. Approve Contract No. 16861 with Titan Companies for \$65,987.01 for parking lot and sidewalk snow removal in Zone 4 (Cottage Grove Service Center, Park Grove Library, and Newport Transit Center).
21. Approval of **Resolution No. 2024-113** as follows:

**RESOLUTION TO ACQUIRE RIGHT-OF-WAY FOR COUNTY
STATE AID HIGHWAY 17 AND TRUNK HIGHWAY 36
INTERCHANGE**

BE IT RESOLVED, that Washington County proceed to improve the County State Aid Highway (CSAH) 17 – Lake Elmo Avenue and Trunk Highway 36 intersection by replacing the current intersection with an interchange in the location shown on the attached map. This portion of said highway is located in the following sections: Section 1, Township 29 North, Range 21 West; Section 2, Township 29 North, Range 21 West; Section 35, Township 30 North, Range 21 West and Section 36, Township 30 North, Range 21 West; Washington County, Minnesota.

BE IT FURTHER RESOLVED, that the officers of said County, including the County Engineer, the County Administrator and the County Attorney, shall proceed and are hereby authorized to proceed to acquire, by negotiations and purchase, and if necessary, the exercise of eminent domain, right-of-way to establish said highway plus sight corners, permanent slope, drainage and utility easements, and temporary construction easements. Such officers are specifically authorized to take such action and execute any and all instruments and plats if any be necessary, to acquire said right-of-way and associated easements.

22. Approve Amendment No. 1 to extend Lease Agreement No. 15143 with Scott and Moira Schomburg for county-owned house located at 15330 Afton Hills Court South, Afton, MN.
23. Approve Metropolitan Council bond grant agreements between the Metropolitan Council and Washington County for Metropolitan Council Bond Grant Agreement SG-24P2-10-04 in the amount of \$113,145.46 for Square Lake Special Recreation Feature Park Improvements.

24. Approve Metropolitan Council bond grant agreements between the Metropolitan Council and Washington County for Metropolitan Council Bond Grant Agreement SG-24P2-10-03 in the amount of \$400,000 for improvements to the Hilltop Area at St. Croix Bluffs Regional Park.
25. Approve Grant Agreement No. 16880 with the Minnesota Department of Public Safety, Homeland Security and Emergency Management Division, in the amount of \$116,794 for the 2023 Emergency Management Performance Grant Program.
26. Approve Joint Powers Agreement No. 16881 between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension, and the Washington County Drug Task Force for participation in the Minnesota Anti-Heroin Task Force Program.
27. Approve Amendment No. 2 to Contract No. 13501 with Securus Technologies LLC for professional services to provide the Securus Text Connect Application.

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

PUBLIC HEALTH AND ENVIRONMENT

Opioid Settlement Funding Awards

Rolando Vera, Senior Program Manager of Nursing Services, presented an update on opioid settlement funding and the process for allocating the first round of opioid settlement funding for community intervention efforts.

Mr. Vera reported that 18 proposals were submitted for funding, and the Opioid Settlement Council awarded eight projects a total of \$519,898. The Council selected a diverse blend of projects supporting innovation, community-led efforts, and underserved populations and culturally-specific services. The range of project budgets were between \$9,000 to \$158,750 and the eight projects are: Thrive! Family Recovery Resources; YourPath; ShelettaMakesMeLaugh, LLC; Waymakers to Recovery; Wellshare International; Elim Lutheran Church; Change the Outcome; and Invisible Wounds Project.

PUBLIC WORKS

Contracts for Law Enforcement Center Remodel Phase 2

Greg Miller, Building Services Project Manager, presented contracts for the mechanical and electrical scopes of work for the Law Enforcement Center (LEC) remodel. This is Phase 2 of a multi-phase approach to complete the long-range plan. The mechanical upgrades include exhaust and air handler unit updates, and plumbing updates. The electrical upgrades include replacement of the original fuse system and fire alarm device replacement.

Mr. Miller reported that there were six bids received for the mechanical package, and the lowest responsible bidder for mechanical was Modern Piping, Inc. There were five bids received for the electrical package, and the lowest responsible bidder for electrical was Medina Electric, LLC. This project is funded from Planned Use of Fund Balance, Capital Redirect, and American Rescue Plan Act (ARPA) funding.

Commissioner Kriesel moved to approve Contract No. 16928 with Modern Piping, Inc. in the amount of \$357,600 for the combined mechanical scope of work for LEC Remodel Phase 2. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Clasen moved to approve Contract No. 16929 with Medina Electric, LLC in the amount of \$1,396,944 for the electrical scope of work for LEC Remodel Phase 2. Commissioner Kriesel seconded the motion, and it was adopted unanimously.

Contract for the Park Grove Library Project

Mandy Leonard, Senior Building Services Project Manager, presented a contract for architectural design and engineering services for the Park Grove Library project. Ms. Leonard reported that the Park Grove Library is located on 80th Street and Hemingway Avenue in Cottage Grove. It is walking distance from Crestview Elementary School and Park High School, and the existing site has challenges with visibility, parking and size. However, the pedestrian access is highly desired, due to proximity of the schools and residential housing.

There were 10 firms that submitted proposals for the architectural design and engineering services and the review committee recommends Alliance Architects. This project will be funded by Bonds, Capital Investment, and Mission Directed funding.

Commissioner Biggam moved to approve Contract No. 16864 in the amount of \$909,117 with Alliance Architects for the architectural design and engineering services for the Park Grove Library Project. Commissioner Clasen seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

Emergency Services Housing Building Update and Funding

Melissa Taphorn, Executive Director of the Washington County Community Development Agency (CDA), updated the board on the Emergency Housing Services Building. Ms. Taphorn reported that the CDA is acting as the developer for the building. The CDA solicited bids for the building's construction, and ten bids were received and are being reviewed. The total development of the cost is \$12.3 million, which includes the architectural, engineering, and environmental contracts. The CDA Board will consider awarding the construction bid next week, and a public groundbreaking is scheduled for November 12. It is projected that construction will take 12 months.

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

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 10:32 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to review citizen boards, commissions, and committee reappointments for 2025. 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 HEALTH AND ENVIRONMENT

The board met in workshop session to review the draft structure of a Washington County Cannabis and Lower-Potency Hemp Edibles Ordinance. 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 provide input on Metro Transit's Network Now planning process. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, 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