

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
OCTOBER 29, 2024**

**WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES**

The Washington County Board of Commissioners met in regular session at 9:00 a.m. at the Washington County Historic Courthouse.

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

Board Chair Karwoski began the meeting with a few words to commemorate the 175<sup>th</sup> Anniversary of Washington County.

The Board recited the Pledge of Allegiance.

**COMMENTS FROM THE PUBLIC**

Board Chair Karwoski asked for comments from the public.

Don Fixmer, Stillwater resident and former videographer of the board meetings, provided brief comments on his many years of recording the County Board meetings.

**CONSENT CALENDAR**

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

1. Approval to appoint Nicole Linscheid to a partial term on the Workforce Development Board as a Business Representative starting October 30, 2024, and expiring December 31, 2026.
2. Approval to appoint Holly Jackson to a partial term on the Workforce Development Board as a Business Representative starting October 30, 2024, and expiring June 30, 2025.
3. Approve Contract No. 16888 with CivicPlus in the amount of \$226,162.28, for the period of November 1, 2024, to October 31, 2029.

4. Approve Amendment No. 1 for Contract No. 15608 with Canvas Health for children services.
5. Approve Amendment No. 2 for Contract No. 15696 with Canvas Health for adult and child assessments.
6. Approve Agreement No. 16940 with Chisago County for the reciprocal use of household hazardous waste facilities.
7. Approval of **Resolution No. 2024-114** as follows:

**RESOLUTION AUTHORIZING SUBMITTAL OF AN  
APPLICATION AND REPORT TO THE MINNESOTA  
POLLUTION CONTROL AGENCY FOR LOCAL RECYCLING  
DEVELOPMENT GRANT (LRDG)**

**WHEREAS**, MN Statute 115A.55 requires metropolitan counties to meet a 75% combined recycling and organics goal, and requires counties to develop and implement programs to reach recycling goals or require political subdivisions to develop and implement programs; and

**WHEREAS**, MN Statute 473.844 authorizes the Minnesota Pollution Control Agency (MPCA) to award grants for landfill abatement activities in the Twin Cities Metro Area through the Metropolitan Landfill Abatement Fund consisting of revenue derived from the landfill surcharge on metropolitan landfills; and

**WHEREAS**, part of the funds may be used for the Local Recycling Development Program (LRDP) for grants to metropolitan counties to pay for planning, developing, and operating yard waste, composting and recycling programs; and

**WHEREAS**, funds may be used for new activities or to enhance or increase the effectiveness of existing activities; and

**WHEREAS**, counties shall provide support to maintain effective municipal recycling where it is already established; and

**WHEREAS**, the cities and townships in the county have established recycling programs; and

**WHEREAS**, funded activities are consistent with the metropolitan solid waste management policy plan and the county solid waste management master plan.

**NOW, THEREFORE BE IT RESOLVED** that the Washington County Board of Commissioners hereby approves the 2024 MPCA grant and authorizes future amendments, applications, and reports to be reviewed and approved by the Washington County Department of Public Health and Environment Director.

8. Approve Grant Agreement No. 16937 with the Minnesota Pollution Control Agency to receive Local Recycling Development Grant funds.
9. Approve Reciprocal Use Agreement No. 16941 between Ramsey County and Washington County for yard waste and organics collection.
10. Approve Agreement No. 16688 with Anoka, Carver, Dakota, Hennepin, Ramsey, and Scott Counties, to provide reciprocity for using household hazardous waste services.
11. Approve Master Grant Agreement with Community Health Boards No. 16956 with the Minnesota Department of Health, for the period of January 1, 2025, through December 31, 2029.
12. Approval of **Resolution No. 2024-115** as follows:

**RESOLUTION AUTHORIZING SUBMITTAL OF AN  
APPLICATION TO THE MINNESOTA DEPARTMENT OF  
COMMERCE FOR THE SOLAR ON PUBLIC BUILDINGS  
GRANT PROGRAM**

**WHEREAS**, the Minnesota Legislature established the Solar for Public Buildings Grant Program in the 2023 legislative session to provide grants to stimulate the installation of solar energy generating systems on public buildings in Xcel Energy Electric Service Territory; and

**WHEREAS**, in 2024-2025, the Minnesota Department of Commerce will distribute \$4.3M in grants through its Solar on Public Buildings Grant Program; and

**WHEREAS**, grants will be competitively awarded to local governments in Xcel Energy Electric Service Territory to build solar energy-generating systems on or adjacent to publicly owned and operated buildings; and

**WHEREAS**, Washington County is an eligible grant recipient for Solar on Public Buildings funding; and

**WHEREAS**, Washington County is proposing to submit a grant application to the Minnesota Department of Commerce for the Solar on Public Buildings Grant Program for the following project:

- Solar System on Washington County Emergency Housing Services Building (EHSB); and

**WHEREAS**, Washington County is committed to securing funding for the remaining cost of the project if selected; and

**WHEREAS**, Washington County is committed to completing the project, if selected, and funding is provided as part of the Solar on Public Building Grant Program,

**NOW, THEREFORE, BE IT RESOLVED**, that Washington County is requesting funding from the state government through the Minnesota Department of Commerce's Solar on Public Buildings Grant Program and the county is committed to completing the project identified above and securing funding for the remaining cost of the project.

13. Approval of **Resolution No. 2024-116** as follows:

**RESOLUTION TO APPROVE CERTIFICATE OF COMPLETION  
OF IMPROVEMENTS PERTAINING TO PARCEL PID  
06.030.20.13.0003**

**WHEREAS**, in 1984 Washington County sold certain lands located at 11661 Myeron Road N., Stillwater, MN with PID 06.030.20.13.0003; and,

**WHEREAS**, as a condition of the sale certain improvements were to be completed for the property within three (3) years and upon completion of said improvements a Certificate of Completion of Improvements was to be executed and recorded on the property releasing the condition in the sale; and,

**WHEREAS**, said improvements were completed within that time-period and any liens relating to the improvements at that time have been satisfied; and,

**WHEREAS**, the property is in the process of being sold and there appears no record of the Certificate of Completion having been executed to release this condition on the property.

**NOW, THEREFORE, BE IT RESOLVED**, that Washington County Board of Commissioners hereby authorizes its Chair and Administrator to execute on behalf of the County the Certificate of Completion of Improvements established in the 1984 deed of sale to release the condition for property legally described below:

The South Seven Hundred Ten (710.00) feet of the North Eight Hundred Ten (810.00) feet to the Southwest Quarter of the Northeast Quarter (SW ¼ of NE ¼), lying East of the East line of Myeron Road

North, (also known as County Road 61) as described on the resolution recorded as Document No. 431242 in the office of the County Recorder, Washington County, Minnesota

AND

The Six Hundred Twenty-five (625.00) feet of the North Eight Hundred Ten (810.00) feet of the West Eight Hundred Sixty (860.00) feet of the Southeast Quarter of the Northeast Quarter (SE  $\frac{1}{4}$  of NE  $\frac{1}{4}$ ), all in Section Six (6), in Township Thirty (30) North, of Range Twenty (20) West, Stillwater Township, Washington County, Minnesota.

14. Approve Change Order No. 1 on Contract No. 15666 with Sonus Interiors, Inc. in the amount of \$3,017.55 for the North Environmental Center project in Forest Lake.
15. Approve Change Order No. 2 on Contract No. 15827 with Hoffman & McNamara Company to reduce the amount of the agreement by -\$1,985.23 for the North Environmental Center project in Forest Lake.
16. Approve Change Order No. 3 on Contract No. 15656 with Henkemeyer Coatings, Inc. in the amount of \$4,208.70 for the North Environmental Center project in Forest Lake.
17. Approve Change Order No. 5 on Contract No. 15673 with A.J. Moore Electric, Inc. in the amount of \$10,368.62 for the North Environmental Center project in Forest Lake.
18. Approve Change Order No. 5 on Contract No. 15664 with Kevitt Excavating, LLC in the amount of \$28,910.18 for the North Environmental Center project in Forest Lake.
19. Approve Lease Agreement No. 16762 with Valley Tours, Inc. for office space at the Washington County Historic Courthouse.
20. Approve Joint Powers Agreement No. 16896 with the City of Afton for the purpose of providing a Mass Community Notification System, known as CodeRED.
21. Approve Joint Powers Agreement No. 16898 with Baytown Township for the purpose of providing a Mass Community Notification System, known as CodeRED.
22. Approve Joint Powers Agreement No. 16897 with the City of Bayport for the purpose of providing a Mass Community Notification System, known as CodeRED.
23. Approve Joint Powers Agreement No. 16899 with the City of Birchwood Village for the purpose of providing a Mass Community Notification System, known as CodeRED.
24. Approve Joint Powers Agreement No. 16906 with the City of Hugo for the purpose of providing a Mass Community Notification System, known as CodeRED.

25. Approve Joint Powers Agreement No. 16905 with Grey Cloud Island Township for the purpose of providing a Mass Community Notification System, known as CodeRED.
26. Approve Joint Powers Agreement No. 16912 with the City of Mahtomedi for the purpose of providing a Mass Community Notification System, known as CodeRED.
27. Approve Joint Powers Agreement No. 16914 with May Township for the purpose of providing a Mass Community Notification System, known as CodeRED.
28. Approve Joint Powers Agreement No. 16917 with the City of Oakdale for the purpose of providing a Mass Community Notification System, known as CodeRED.
29. Approve Joint Powers Agreement No. 16919 with the City of Scandia for the purpose of providing a Mass Community Notification System, known as CodeRED.
30. Approve Joint Powers Agreement No. 16922 with the City of Stillwater for the purpose of providing a Mass Community Notification System, known as CodeRED.
31. Approve Joint Powers Agreement No. 16923 with Stillwater Township for the purpose of providing a Mass Community Notification System, known as CodeRED.
32. Approval of **Resolution No. 2024-117** as follows:

#### **DONATION FROM CARVER COUNTY**

**WHEREAS**, Washington County gratefully accepts donations, gifts, and bequests from public and private sources to enhance the programs and services it provides; and

**WHEREAS**, any gift, donation, or bequest becomes the property of Washington County; and

**WHEREAS**, the Washington County Board is authorized to approve donations, gifts, and bequests.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners does hereby approve and accept a donation of Motorola radio paging equipment from Carver County for the maintenance of Washington County's Public Safety Radio VHF paging system and radio repeater system.

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

## **COMMUNITY SERVICES**

### **Veterans Services Presentation**

Ryan Carufel, Veterans Service Officer, provided the County Board with an update on the Veterans Service Office (VSO) activities. Mr. Carufel recognized the four Assistant Veterans Service Officers, Thallassa Gunelius, Michael Buchan, James Norton, and Ryan Skog. The VSO staff advocate for veterans and their dependents and survivors in applying for federal, state, and local benefits. Mr. Carufel reported that Washington County has the fifth largest veteran population in the state.

Mr. Carufel reported that there were 6,234 phone calls/emails to the VSO in 2023, and as of September 2024, there have been 6,825 phone calls/emails received this year. There were 921 office visits in 2023. As of September 2024, there have been 757 office visits this year.

Mr. Carufel reported that federal Veterans Affairs (VA) claims continue to increase. There were 717 claims in 2023, and so far in 2024, there have been 666 claims. The PACT Act was a new law that expanded VA health care and benefits for veterans exposed to burn pits, Agent Orange, and other toxic substances. There are 19 presumptive illnesses associated with Agent Orange exposure from the Vietnam War, and 23 presumptive illnesses associated with Gulf War veterans.

Mr. Carufel reported that in 2022, the VA expended \$72,451,000 in service-connected compensation and pension benefits, and in 2023, that amount is \$78,657,000. VA pension claims have increased significantly as the population ages. The VA currently has 980,156 claims pending. The 12-month claim-based accuracy is currently 79.65%. More than 1 million veterans and survivors have received compensation benefits under the PACT Act. Nearly 740,000 veterans have enrolled in VA health care, and more than 5.6 million veterans have been screened for toxic exposures.

Mr. Carufel reported that the Minnesota Department of Veterans Affairs (MDVA) has a long history of awarding service bonuses for Minnesota veterans. The 2022 Legislature passed the first ever Veterans Omnibus Bill that included funding for a service bonus payable to eligible veterans who served from 9/11/2001 to 8/30/2021. In Washington County, 1,743 veterans and survivors applied for that benefit, and approximately \$1,583,000 was distributed.

Mr. Carufel reported that effective this year, new benefits include veterans with 100% total service-connected disability receive free motor vehicle registration title and plate services for up to two vehicles. Purchases of a motor vehicle by a veteran with 100% total service-connected disability are exempt from motor vehicle sales tax. There is also a property tax exemption benefit to qualifying homeowners that are disabled veterans and surviving spouses.

Mr. Carufel reported on homelessness prevention efforts and suicide prevention for veterans, and VSO staff strive to build trust with the veterans in the community. Additionally, Mr. Carufel reported that there are nine Washington County volunteers who provided 178 veteran transports with the Disabled American Veterans (DAV) van.

## **PUBLIC WORKS**

### **Historic Courthouse Advisory Committee Update**

Parks Director Alex McKinney introduced Mark Schroeder, Historic Courthouse Advisory Committee Chair, who provided highlights of the committee's work.

### **St. Croix Bluffs Regional Park Hilltop Improvement Project**

Engineer Erin Clarkowski presented a contract and amendment for approval for the St. Croix Bluffs Regional Park Hilltop Improvement Project. This project is identified in the Capital Improvement Plan as #PARK-8013. Ms. Clarkowski reported that the work site bid package includes razing the existing restroom building, installing a new septic system, resurfacing and restriping the tennis court to accommodate tennis and pickleball, and the site work required for the new playground container.

Ms. Clarkowski reported that there were four bids received for the work site bid package, and the lowest responsible bidder was Pember Companies, Inc.

Ms. Clarkowski reported that the contract amendment is for the project's design consultant, KLJ, to administer bidding and construction for the building-related bid package, which is outside of the county's internal construction team's resources.

Commissioner Bigham moved to approve Contract No. 16951 in the amount of \$515,262.85 with Pember Companies, Inc. for the St. Croix Bluffs Regional Park Hilltop Improvement Project's work site bid package. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve Amendment No. 1 for Contract No. 16046 with KLJ Engineering, LLC to add building-related construction administration services. Commissioner Clasen seconded the motion, and it was adopted unanimously.

## **GENERAL ADMINISTRATION**

### **Resolution for Land and Water Legacy Program Conservation Easement**

Serena Rath, Planner in the Office of Administration, presented a resolution authorizing a \$245,300 Land and Water Legacy Program (LWLP) contribution and conservation easement on a 74-acre parcel in Scandia, in partnership with the Minnesota Land Trust (MLT).

Ms. Rath reported that the proposed project is located at 16560 220<sup>th</sup> Street North in the City of Scandia. It is one parcel west of the St. Croix River, directly south of Wind in the Pines Park, and southeast of the Falls Creek Scientific and Natural Area. The parcel contains two streams which run into the St. Croix River and hosts exceptionally high quality natural land. The proposed project is within the LWLP's St. Croix River Buffer Zone Top 10 Priority Conservation Area, and is ranked "Very High" according to LWLP criteria and "Very High" for habitat quality.

Ms. Rath reported that the proposed conservation easement will be co-held by Washington County and MLT. In 2022, Washington County and MLT received a \$4.288 million grant award from the Lessard Sams Outdoor Heritage Council for LWLP projects. A portion of this grant funding is for conservation easement acquisition in collaboration with MLT, with deliverables, including 340 acres of protection and a \$720,000 county financial match. This project is eligible for partially fulfilling this acreage and funding deliverable.

Ms. Rath concluded that a Stewardship Plan has been completed, and it will guide restoration activities and ongoing management of the property by the landowner.

Commissioner Miron moved to adopt **Resolution No. 2024-118** as follows:

**RESOLUTION TO APPROVE A LAND AND WATER LEGACY  
PROGRAM CONSERVATION EASEMENT ON THE ARNOLD  
PROPERTY IN SCANDIA**

**WHEREAS**, Minnesota Statute Chapter 84C authorizes Washington County to acquire interests in land for the purposes of preserving open space, including natural and scenic areas and agricultural land; and

**WHEREAS**, Minnesota Statutes Chapter 103A promotes protection of Minnesota's waters and adjacent lands, and Minnesota Statutes Section 103A.208 in particular, recognizes that certain of Minnesota's rivers and their adjacent lands possess outstanding scenic, recreational, natural, historic, scientific and similar values, and that it is in the interest of present and future generations to retain these values, and a policy of the state, and an authorized public purpose to preserve and protect these rivers; and

**WHEREAS**, Washington County has enacted the Acquisition of Development Rights Ordinance #175 to establish a program for the preservation of open space, parks and public water, commonly referred to as the Land and Water Legacy Program and has established the policies, rules and official controls governing such acquisitions; and

**WHEREAS**, Washington County issues general obligation bonds to provide long-term stable funding to acquire land and interests in land for conservation purposes pursuant to the passage of the November 2006 Ballot Question: Preservation of Water Quality, Woodlands and Other Natural Areas; and

**WHEREAS**, The Washington County Board of Commissioners has approved on May 5<sup>th</sup>, 2024, \$4,400,000 in interest earnings and mission directed budget funds as an interim source of Land and Water Legacy Program funding through 2024 – 2026; and

**WHEREAS**, Washington County has determined that the subject property referred to as the Arnold Property, legally described in the attached “Exhibit A” and incorporated by reference into this resolution, meets the requirements of the Land and Water Legacy Program and that the Washington County Board of Commissioners considers the proposed land to merit protection; and

**WHEREAS**, Washington County and the Minnesota Land Trust will serve as co-holders of a conservation easement over the property; and

**WHEREAS**, the care and use of this property will be in accordance with a Stewardship Plan for Restoration and Management approved by the Minnesota Land Trust and Washington County;

**NOW, THEREFORE, BE IT RESOLVED**, the Washington County Board approves a Land and Water Legacy Program conservation easement and contribution of \$245,300 toward the purchase of a conservation easement on the Arnold property; and

**BE IT FURTHER RESOLVED**, that the Washington County Board of Commissioners hereby authorizes its Chairperson and Administrator to execute on behalf of the County all documents necessary to complete the purchase of a conservation easement on the Arnold property, including the signing of the Conservation Easement and all necessary closing documents.

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.

### **Resolution Recognizing Susan Tice, Attorney to the County Board**

County Administrator Kevin Corbid and County Attorney Kevin Magnuson presented a resolution honoring Susan Tice, Assistant County Attorney Division Chief, who is retiring. Both expressed their appreciation and gratitude to Ms. Tice for her hard work and guidance during her years of service at Washington County, and for her many years of serving as an attorney in the State of Minnesota.

Commissioner Miron moved to adopt **Resolution No. 2024-119** as follows:

### **RESOLUTION HONORING ASSISTANT COUNTY ATTORNEY DIVISION CHIEF SUSAN TICE UPON HER RETIREMENT**

**WHEREAS**, Susan “Sue” Tice grew up in Caledonia in Houston County, Minnesota, and attended Creighton Law School, before obtaining her Minnesota law license shortly after graduation; and

**WHEREAS,** Sue became the first woman elected as Houston County Attorney and one of the first female county attorneys in the State of Minnesota; and

**WHEREAS,** Sue was hired by Washington County Attorney Richard Arney as an assistant county attorney in January 1988, and worked for the county until 2000, when she pursued private practice in Lake Elmo; and

**WHEREAS,** in 2012, Sue returned to Washington County as an assistant county attorney for County Attorney Pete Orput, and was later promoted to the position of Civil Division Head in 2019; and

**WHEREAS,** Sue has always demonstrated a strong commitment to public service as an attorney, provided the highest quality legal services to the citizens of the county, provided excellent guidance and counsel to the County Board, and upheld the values of the county; and

**WHEREAS,** Sue is a leader in her profession and actively participated in the following professional organizations – Minnesota Women Lawyers, Minnesota Defense Lawyers Association, Minnesota State Bar Association, and the Washington County Bar Association; and

**WHEREAS,** Sue is an extremely well-rounded and knowledgeable attorney in all areas of the law, having experience with contracts, criminal prosecution, and civil practice in both the state and federal district court, and has worked on many cases before the Minnesota appellate courts and the Eighth Circuit Court of Appeals.

**NOW, THEREFORE, BE IT RESOLVED,** that the Washington County Board of Commissioners does hereby thank Sue Tice for her decades-long service to the county and its residents and recognizes the lasting contributions she has made to Washington County and the County Attorney's Office and its staff.

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.

### **Resolution Recognizing Washington County's 175<sup>th</sup> Anniversary**

County Administrator Kevin Corbid presented a resolution celebrating Washington County's 175<sup>th</sup> Anniversary. Mr. Corbid noted the activities that the county has held to celebrate this special event, including today's County Board meeting, which is being held at the Washington County Historic Courthouse. Mr. Corbid thanked all the staff who provided support for today's meeting, and the activities surrounding the county's 175<sup>th</sup> anniversary.

Commissioner Kriesel moved to adopt **Resolution No. 2024-120** as follows:

**RESOLUTION FOR WASHINGTON COUNTY'S  
175TH ANNIVERSARY**

**WHEREAS**, Washington County was formed in the Minnesota Territory on October 27, 1849, as one of nine original counties; and

**WHEREAS**, Washington County is located on the ancestral and contemporary homelands of the Dakota and Ojibwe people and this land holds historical, spiritual, and personal significance for these communities, and those who were stewards of the land before them; and

**WHEREAS**, Washington County has provided key services to its residents since its establishment in 1849, including property assessment, elections administration, record keeping, road maintenance, parks, law enforcement, probation supervision, social services, courts, public libraries, public health programs, attraction and retention of qualified staff, information technology, responsible management of financial resources, and more; and

**WHEREAS**, Washington County is now home to approximately 275,912 residents in 33 cities and townships, from highly developed urban areas to rural communities, serving the Twin Cities metro area with its diverse commercial, industrial, natural, and agricultural resources; and

**WHEREAS**, Washington County strives to provide exceptional services that enhance quality of life and promote a safe, healthy, and welcoming community for all; and

**WHEREAS**, Washington County's vision for the future is of a vibrant county embracing the diversity of its communities, advancing equitable access to resources and opportunities, and prioritizing the sustainability of its natural environment; and

**WHEREAS**, Washington County employees are committed to continuing the county's 175-year legacy of service each day with caring, collaboration, equity, ethical decision-making, fiscal responsibility, responsiveness, and sustainability.

**NOW, THEREFORE, BE IT RESOLVED** that the Washington County Board of Commissioners proclaims October 27, 2024, as the 175th Anniversary of Washington County and celebrates the county's long and enduring legacy of service.

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.

## **ADJOURNMENT**

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

The County Board meeting adjourned at 11:04 a.m.

Attest:

A handwritten signature in black ink that reads "Kevin Corbid".

Kevin Corbid  
County Administrator

A handwritten signature in black ink that reads "Stan Karwoski".

Stan Karwoski  
County Board Chair