



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
NOVEMBER 12, 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 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 October 15, 2024, County Board meeting minutes.
2. Approval to appoint Michael French to a partial term on the Mental Health Advisory Council as a District 2 Representative beginning November 13, 2024, and expiring December 31, 2024, as well as to a full term beginning January 1, 2025, and expiring December 31, 2027.
3. Approval of citizen reappointments to the Washington County Citizen Boards, Committees and Commissions for 2025 as follows:
 - Daniele Szeliga, Probation Officer, Community Corrections Advisory Board, 2nd term
 - Katie Pape, Social Services/Mental Health, Community Corrections Advisory Board, 3rd term
 - Kelly Wilson, Education Representative, Community Corrections Advisory Board, 1st full term
 - Eric Peterson, Community Social Services, Community Corrections Advisory Board, 3rd full term
 - Daniel Dingle, District 4 Representative, Community Development Agency, 4th term
 - Bob Fossum, Citizen Member, Groundwater Advisory Committee, 5th term
 - Elden Lamprecht, Agriculture, Groundwater Advisory Committee, 4th term
 - Howard Markus, Citizen Member, Groundwater Advisory Committee, 1st full term
 - James Westerman, Municipal Government, Groundwater Advisory Committee, 3rd term

- William Sullivan, District 2 Representative, Historic Courthouse Committee (2yr), 2nd term
 - Derick Davis, District 5 Representative, Historic Courthouse Committee (3 yr), 1st full term
 - Colleen Swedberg, At Large Representative, Historic Courthouse Committee (3 yr), 1st full term
 - Simi Patnaik, District 5 Representative, Library Advisory Board, 1st full term
 - Clark Schroeder, Family Member, Mental Health Advisory Committee LAC, 1st full term
 - Jesse Shima, Consumer Representative, Mental Health Advisory Committee LAC, 1st full term
 - Shana Morse, District 5 Representative, Mental Health Advisory Committee LAC, 3rd term
 - Victoria Dupre, At Large Representative, Parks and Open Space Commission, 3rd term
 - Meri Danielson, District 4 Representative, Parks and Open Space Commission, 1st full term
 - Jyneen Thatcher, District 1 Representative, Parks and Open Space Commission, 3rd term
 - Anne Siess, District 3 Representative, Parks and Open Space Commission, 3rd term
 - Jan Webster, No role designated, Personnel Board of Appeals, 1st full term
 - Daniel Malmgren, No role designated, Personnel Board of Appeals, 6th term
 - Bob Hervig, District 1 Representative, University of Minnesota Extension Committee, 2nd term
 - Avis Peters, District 3 Representative, University of Minnesota Extension Committee, 2nd term
 - Mike Yanda, DEED Representative, Workforce Development Board, 1st full term
 - Jordan Fry, Labor Representative Workforce Development Board, 2nd term
4. Approve a comment letter on the modification of a Tax Increment Financing (TIF) District in the City of Oakdale.
 5. Approve a comment letter on the creation of a Tax Increment Financing (TIF) District in the City of St. Paul Park.
 6. Approval of voting delegates for the 2024 Association of Minnesota Counties Annual Business Meeting to be held December 11, 2024.
 7. Appointment of voting delegate and alternate for the 2024 Minnesota Counties Intergovernmental Trust (MCIT) Annual Meeting to be held December 9, 2024.
 8. Approval of Contract No. 16971 with Gregory J. Schmidt Law Office for legal representation for certain persons in family law cases.
 9. Approval for the transfer of fund balance from fund 310 debt service to fund 361 to cover the cash shortage of \$92,725.00 for the planned use of fund balance within the 2023 budget.
 10. Approval for the transfer of fund balance from fund 362 debt service 2017 L&WL Refunding Bond to fund 310 for \$500, which were fees that were not paid out of fund 362.
 11. Approval for the closing of funds 340, 350, 355, 356, 361, 362, 455, 457, and 780.
 12. Approval for revisions to policy #2301 Investment Policy and Guidelines.
 13. Approve Amendment No. 2 for Contract No. 15421 with Assisting Changing Families.
 14. Approve Amendment No. 1 for Contract No. 15403 with Community and Family Services.

15. Approve Information Technology's Artificial Intelligence (AI) Policy - Information Technology Policy #3007.
16. Set a public hearing on December 3, 2024, to review the proposed Washington County Cannabis Ordinance #219.
17. Approval to submit the draft Groundwater Plan for a 60-day review to state agencies, local governments, and public comments.
18. Accept Regional Parks Grant SG-25P7-10-01 for \$106,937.00 for tree planting in Washington County Parks.
19. Approve a Cooperative Agreement between Great River Greening and Washington County to implement a 12-acre habitat enhancement project in Lake Elmo Park Reserve.
20. Approve Metropolitan Council General Obligation Bond Proceeds Grant Agreement SG-24P2-10-01 for \$800,000 for Lake Elmo Park Reserve Pavement Preservation.
21. Approve Change Order No. 2 with Kraft Contracting for \$987.87 for additional plumbing work to accommodate addition of wall protection in high traffic areas.
22. Approve Change Order No. 4 with SCR, Inc. for \$2,216.33 for additional HVAC work to protect equipment due to concrete wall demolition activities and maximize space efficiency and occupancy comfort.
23. Approval of comment letter for Metro Transit's Network Now plan.
24. Approval of **Resolution No. 2024-121** as follows:

**ACCEPTANCE OF A DONATION FROM JILL MEATH
FOR INSTALLATION OF A CEDAR BENCH WITH
COMMEMORATIVE PLAQUE AT
BIG MARINE PARK RESERVE**

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

WHEREAS, the Minn. Stat. 375.26 authorizes the county board to accept gifts, donations and bequests on behalf of the county; and

WHEREAS, Washington County Parks has a wide array of donation opportunities for individuals and groups to provide support for the park system; and

WHEREAS, The Washington County Parks - Park Bench Program allows

an individual or group to donate funds to install and maintain a bench to be used on a trail or near a park facility; and

WHEREAS, For a donation of \$2,500, a cedar park bench with commemorative plaque may be placed along a turf trail and will be guaranteed for a minimum of five (5) years; and

WHEREAS, Jill Meath wishes to place a cedar park bench at Big Marine Park Reserve, in recognition of the times family and friends have spent in the park and the memories they have made there.

NOW, THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners does hereby accept a donation in the amount of \$2,500 from Jill Meath for installation of a cedar park bench at Big Marine Park Reserve with commemorative plaque; and

BE IT FURTHER RESOLVED, that Washington County will maintain the bench site, including repair and replacement of the bench and plaque for a period of five years; and

BE IT FURTHER RESOLVED, that after five years, Washington County has the option to dispose of, replace, or relocate the bench and plaque as needed.

25. Approve Joint Powers Agreement No. 16903 with the City of Forest Lake for the purpose of providing a Mass Community Notification System, known as CodeRED.
26. Approve Joint Powers Agreement No. 16909 with the City of Lakeland for the purpose of providing a Mass Community Notification System, known as CodeRED.
27. Approve Joint Powers Agreement No. 16911 with the City of Landfall for the purpose of providing a Mass Community Notification System, known as CodeRED.
28. Approve Joint Powers Agreement No. 16915 with the City of Newport for the purpose of providing a Mass Community Notification System, known as CodeRED.
29. Approve Joint Powers Agreement No. 16916 with the City of Oak Park Heights for the purpose of providing a Mass Community Notification System, known as CodeRED.
30. Approve Joint Powers Agreement No. 16924 with West Lakeland Township for the purpose of providing a Mass Community Notification System, known as CodeRED.

31. Approval of **Resolution No. 2024-122** as follows:

DONATION FROM THE GARY SINISE FOUNDATION

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 an in-kind donation from the Gary Sinise Foundation for the catering provided at the Sheriff's Office Annual Employee and Family Wellness Event.

The motion 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

Amend the Joint Powers Agreement with Ramsey/Washington Recycling and Energy Board

Trista Martinson, Executive Director of Ramsey/Washington Recycling & Energy (R&E), presented an amendment to the Joint Powers Agreement between Ramsey and Washington counties. The R&E Board is recommending changes to the Joint Powers Agreement to update composition to the Joint Powers Board, update the organization structure, reduce the number of attorneys, and update the financial contributions of the two counties to reflect population growth.

Commissioner Miron moved to approve Amendment No. 4 to the Joint Powers Agreement with the Ramsey/Washington Recycling and Energy Board. Commissioner Bigham seconded the motion, and it was adopted 4-1.

GENERAL ADMINISTRATION

Presentation of the 2023 Performance Measures and Indicators Report

Kelli Matzek, Senior Planner in the Office of Administration, presented the 2023 Performance Measures and Indicators report. This is the 24th consecutive year that Washington County has completed this report. The county uses the performance measures in this report to make decisions and continuously improve quality. Performance measures can be defined as a quantitative assessment, or qualitative measure, of an activity or outcome. Washington County has continued to collect, analyze, and evaluate how well the county performs its work to achieve its goals.

Ms. Matzek reported that all 12 county departments collect and track measurement data, and there were 31 indicators measured within the report. The indicators were organized by the county's 2013-2020 Strategic Plan. Future reports will be organized under the county's new 2024-2029 Strategic Plan.

Ms. Matzek reported that the 2023 Performance Measures and Indicators report can be found in county libraries, service centers, and on Washington County's website. In addition, highlights will be included in the 4th quarter Staying in Touch newsletter.

Resolution for Land and Water Legacy Program Contribution and Conservation Easement in the City of Woodbury

Serena Rath, Planner in the Office of Administration, presented a resolution to approve a Land and Water Legacy Program (LWLP) conservation easement and county contribution on approximately three acres in the City of Woodbury, in partnership with the city, the Minnesota Department of Natural Resources (DNR) and the South Washington Watershed District (SWWD). The project will utilize \$251,000 in LWLP bond funds.

Ms. Rath reported that the proposed project is located at 6895 Bailey Road in the City of Woodbury, directly on the shoreline of La Lake, and hosts 450 feet of shoreline. It is adjacent to a city-owned parcel, and is one parcel north-east of La Lake Park, which hosts a 29-acre conservation easement that was acquired by Washington County through LWLP in 2014. The property is not within a LWLP Top 10 priority conservation area, and ranks "medium" according to LWLP criteria. However, it is a priority of the City of Woodbury due to its proximity to La Lake and its contribution towards the city's long-term goal of creating continuous public access surrounding La Lake.

The City of Woodbury approved its purchase of the property on November 6, 2024. The city will facilitate a limited 3-year maximum leaseback agreement with the current landowner. Once this agreement has extinguished, the city will restore the property for use as a low-impact public park. Restoration and continued management will be guided by a Stewardship Plan, which has been completed and approved by the county's Parks and Open Space Commission. Restoration of the property includes the removal of all buildings, except for one outbuilding, which will be used to store non-motorized boats for the public. The city will restore the former building sites and current garden area to natural conditions, construct a parking lot of up to 15 spaces, and construct an ADA-accessible dock along La Lake's shoreline. A multi-use trail is also allowed within the conservation easement terms to accommodate the city's long-term goal of a continuous trail surrounding La Lake.

Commissioner Biggam moved to adopt **Resolution No. 2024-123** as follows:

RESOLUTION TO APPROVE A LAND AND WATER LEGACY PROGRAM PURCHASE OF A CONSERVATION EASEMENT ON THE "LA LAKE III" PROPERTY IN THE CITY OF WOODBURY

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.206 in particular, recognizes the economic and environmental importance of maintaining and enhancing soil and water for the contribution they make to the health, safety, economic well-being and general welfare of this state and its citizens; 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, Washington County has determined the subject property referred to as the "La Lake III" property 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 seeks to purchase a conservation easement over the Property as holder of the conservation easement; and

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

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board approves a Land and Water Legacy Program conservation easement and contribution of \$251,000 toward the purchase of a conservation easement on the La Lake III property; and

NOW, THEREFORE, 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 La Lake III property, including the signing of the Conservation Easement, City-County Agreement and all necessary reimbursement and closing documents.

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 for Land and Water Legacy Program Contribution and Conservation Easement in the City of Afton

Emily Jorgensen, Planning Manager in the Office of Administration, presented a resolution to approve an LWLP conservation easement and county contribution not-to-exceed amount of \$471,764 on a 40-acre parcel in the City of Afton, and a Memorandum of Understanding between Washington County and the City of Afton.

Ms. Jorgensen reported that the Minnesota Land Trust (MLT) has requested county involvement through the LWLP for a land protection project on an unaddressed property in the City of Afton, Parcel ID 2602820320001. The proposed project is 640 feet from the St. Croix River, one parcel north of Afton State Park, and within the LWLP's St. Croix River Buffer Zone Top 10 Priority Conservation Area. The property ranks "Very High" according to LWLP criteria and "Very High" for habitat quality. The proposed conservation easement will be co-held by Washington County and MLT. After the purchase of the conservation easement, the City of Afton will purchase the fee title of the property for use as a public city park. This project will utilize 2024-2026 LWLP funding as approved by a budget amendment passed by the County Board on May 21, 2024.

Commissioner Kriesel moved to adopt **Resolution No. 2024-124** as follows:

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

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 21st, 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 Herreid 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, Minnesota Statutes section 368.01 authorizes the City of acquire, maintain and manage land for purposes defined in the statute; and

WHEREAS, once Washington County and the Minnesota Land Trust closes on the purchase of the conservation easement, the City of Afton will purchase the fee title of the property; and

WHEREAS, Washington County will contribute a not to exceed amount of \$139,920 toward the remaining fee title acquisition, proportionally reducing its original contribution to the conservation easement and overall maintaining a full project investment not to exceed \$471,764; 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 not to exceed \$471,764 toward the purchase of a conservation easement on the Herreid 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 Herreid property in a form approved by the county attorney, 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.

Commissioner Kriesel moved to approve a Memorandum of Understanding between Washington County and the City of Afton for the potential reallocation of county contribution easement funds to fee title purchase. Commissioner Bigham seconded the motion, and it was adopted unanimously.

Resolution for Operation Green Light for Veterans

County Administrator Kevin Corbid presented a resolution for Operation Green Light, which shows support for veterans by lighting county buildings green from November 4-11, 2024. By shining a green light, county governments and residents let veterans know that they are seen, appreciated, and supported.

Commissioner Kriesel moved to adopt **Resolution No. 2024-125** as follows:

SUPPORTING OPERATION GREEN LIGHT FOR VETERANS

WHEREAS, the residents of Washington County have great respect, admiration, and the utmost gratitude for those who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Washington County sought to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encouraged all counties, parishes, and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Washington County appreciates the sacrifices of our United States military personnel and believed specific recognition should have been granted.

NOW, THEREFORE, BE IT RESOLVED, with designation as a Green Light for Veterans County, Washington County hereby declared November 4-11, 2024, as a time to salute and honor the service and sacrifices of those transitioning from active service.

BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Washington County illuminated county buildings with green lights and encouraged its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4-11, 2024.

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 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 Miron moved to adjourn. Commissioner Kriesel seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 10:37 a.m.

BOARD WORKSHOP WITH PUBLIC HEALTH AND ENVIRONMENT

The board met in workshop session for an overview of proposed 2025 budgets for the Washington Conservation District and Washington County watershed organizations. 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.

BOARD WORKSHOP WITH PUBLIC WORKS

The board met in workshop session for an updated review of a bequest for donation of land for a public park in Scandia, Minnesota. 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 Washington County Cannabis 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 ADMINISTRATION

The board met in workshop session to review and discuss the proposed Washington County 2025 Legislative Platform. 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