



Board of Commissioners

Fran Miron, District 1
Chair, Stan Karwoski, District 2
Bethany Cox, District 3
Karla Bigham, District 4
Michelle Clasen, District 5

BOARD AGENDA April 15, 2025 - 9:00 AM

All listed times are approximate. Board Workshops will start immediately following the conclusion of the Board meeting.

1. 9:00 **Roll Call**

Pledge of Allegiance

2. 9:00 **Comments from the Public**

Visitors may share their comments or concerns on any issue that is a responsibility or function of Washington County Government, whether or not the issue is listed on this agenda. Persons who wish to address the Board must fill out a comment card before the meeting begins and give it to the County Board Clerk or the County Administrator. The County Board Chair will ask you to come to the podium, state your name and city of residence, and present your comments. Your comments must be addressed exclusively to the Board Chair and the full Board of Commissioners. Comments addressed to individual Board members will not be allowed. You are encouraged to limit your presentation to no more than five minutes. The Board Chair reserves the right to limit an individual's presentation if it exceeds the allowable time limit, becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of Washington County's responsibilities.

3. 9:10 **Consent Calendar - Roll Call Vote**

Consent Calendar items are generally defined as items of routine business, not requiring discussion, and approved in one vote. Commissioners may elect to pull a Consent Calendar item(s) for discussion and/or separate action.

- A. Approval of the March 25, 2025, and April 1, 2025, County Board meeting minutes.
- B. Approval to modify Financial and Budget Policy #2202 Mission Directed Budget (MDB) Savings Policy.
- C. Approval to modify Financial and Budget Policy #2801 Fund Balances.
- D. Adopt the Washington County Board of Commissioners Operating Procedures and Guidelines document.
- E. Approval to apply for Minnesota Multi-Purpose Community Facility Projects Grant funding through the Minnesota Department of Education in an amount up to \$500,000.
- F. Approval of Fiscal Agent Agreement No. 17328 between the Washington County Workforce Development Board and Anoka County Workforce Development Board, Dakota-Scott Counties Workforce Development Board, Hennepin-Carver Counties Workforce Development Board, Ramsey County Workforce Development Board, City of Minneapolis Workforce Development Board, and the Minnesota Association of Workforce Boards.
- G. Approve Amendment No. 1 to Sauer Family Foundation Grant Agreement No. 16409 to increase the award to the grant by \$44,000 and extend the term to December 31, 2026.
- H. Expansion of the Workforce Development Board Composition.
- I. Approval to modify Human Resources Policy #5503 Pre-Employment Background Checks.
- J. Approval to modify Human Resources Policy #5016 Americans with Disabilities Act.



Consent Calendar continued

- K. Approve FY 2025 Conservation Partners Legacy Grant: Washington County / Big Marine Park Reserve Woodland Restoration.
- L. Approve FY 2025 Conservation Partners Legacy Grant: Washington County / Lake Elmo Park Reserve Prairie Enhancement.
- M. Approve Cost Participation Agreement between Independent School District (ISD) 834 and Washington County for signal system design and county-furnished materials at the intersection of CSAH 10 and CSAH 17/CR17B in the City of Lake Elmo.
- N. Approve Cooperative Agreement No. 17034 with Anoka County for the implementation of the Metropolitan Council grant-funded Social Media Influencer Awareness Campaign for the Parks.
- O. Approve Purchase Order No. 27987 in the amount of \$217,408.04 with iSpace Environments for Audio/Video Equipment for the Central Service and License Center.
- P. Approve Purchase Order No. 27983 in the amount of \$343,203.64 with Atmosphere Commercial Interiors for Office Furniture for the Central Service and License Center.
- Q. Reinstate Contract No. 14734 with KFI Engineers for the remainder of available funds of \$11,689.15 for Design Services on the Stillwater Campus Heating and Cooling Upgrade Project through the end of 2025.
- R. Approve use of Capital Repair Fund balance as funding source for assessment from City of Woodbury for roadway rehabilitation of Central Park Place and Promenade Lane in Woodbury adjacent to the R.H. Stafford Library.
- S. Adopt a resolution to acquire right-of-way to construct intersection improvements at CSAH 18 (Bailey Road) and Settlers Ridge Parkway in the City of Woodbury.
- T. Approve Contract No. 17263 with the City of Grant for use of the region-wide public safety radio communications system.
- U. Approve Contract No. 17206 with Predictant LLC in the amount of \$5,000 for a limited intellectual property license agreement.
- V. Approve permanent use of fund balance in the Public Safety Radio fund 240 in the amount of \$15,000 for the purchase of security cameras for county-owned tower sites.



4. 9:10 **Office of Administration - Employee Recognition Awards** - Keegan Miller, Office Specialist
 - A. Present the Washington County Employee Recognition Awards for customer service, diversity/equity/inclusion, employee engagement, innovation, teamwork, and the County Administrator's Excellence in County Government Award.
5. 9:50 **Accounting and Finance** - Jill Zenzola, Accounting Manager
 - A. Presentation on the American Rescue Plan Act.
6. 10:05 **Attorney's Office** - Tom Wedes, Assistant County Attorney
 - A. Adopt a resolution recognizing National Crime Victims' Rights Week, April 6 - April 12, 2025.
7. 10:15 **Public Works** -
 - A) Tim Parkos, Engineer Technician, Sr.
 - B) Becky Haydon, WSB Contractor
 - C) Andrew Giesen, Engineer III
 - D) Sharon Price, Right-of-Way Specialist, Sr.
 - A. Adopt a resolution designating April 21 - April 25, 2025, as Work Zone Awareness Week.
 - B.
 1. Approve Contract No. 17213 with Stonebrooke Engineering in the amount of \$474,875.00 to provide preliminary and final design engineering services for trail projects on multiple county roads.
 2. Approve budget amendment for RB-2204 to re-allocate \$169,875 from budgeted construction dollars to planning/design dollars.
 - C. Approve Contact No. 17286 with TKDA Associates in the amount of \$554,300 to provide preliminary design services for the County State Aid Highway (CSAH) 13 (Ideal Ave), from CSAH 6 (Stillwater Blvd) to CSAH 14 (34th Street) Improvement Project.
 - D.
 1. Adopt a resolution to acquire 14386 Hudson Road S, Afton, Minnesota for the creation of a central yard waste facility and for County Sheriff's operations.
 2. Approve a budget amendment for the central yard waste site and Sheriff's operations in the amount of \$4,482,900.



8. 11:00 **General Administration** - Kevin Corbid, County Administrator
A) Jan Lucke, Deputy County Administrator

A. Legislative Update

9. 11:15 **Commissioner Reports - Comments - Questions**

This period of time shall be used by the Commissioners to report to the full Board on committee activities, make comments on matters of interest and information, or raise questions to the staff. This action is not intended to result in substantive board action during this time. Any action necessary because of discussion will be scheduled for a future board meeting.

10. 11:30 **Board Correspondence**

11. 11:30 **Adjourn**

12. 11:30-11:45 **Break**

13. 11:45 **Board Workshop with Public Works**

A. Discuss the potential addition of a solar array on the Emergency Housing Services building.

14. 12:15 **Board Workshop with Community Services**

A. Update on Economic Assistance