

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD**  
**WASHINGTON COUNTY, MINNESOTA**  
**MARCH 25, 2008**

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 were Commissioners Peterson, Pulkrabek, Hegberg, Stafford, and Kriesel. Absent none. Board Chair Hegberg presided. Also present were James Schug, County Administrator; Molly O'Rourke, Deputy Administrator; George Kuprian, Assistant County Attorney; Dan Papin, Community Services Director; Mary Farmer-Kubler, Community Services Supervisor; Don Theisen, Public Works Director; Wayne Sandberg, Deputy Public Works Director; Cory Slagle, Transportation Manager; Ted Schoenecker, Transportation Manager; Kevin Corbid, Director of Property Records and Taxpayer Services; Bruce Munneke, Assessor; Kay McAloney, Human Resources Director; Vicki DeFord, Deputy Human Resources Director; Mjyke Nelson, Information Technology Director; Lowell Johnson, Director of Public Health and Environment; Judy Hunter, Sr. Program Manager; Jeff Travis, Program Manager; Sheriff Bill Hutton; Chief Deputy Sheriff Mike Johnson; Commander Steve Pott; Harley Will, Financial Services Director; Tom Adkins, Community Corrections Director; and Dave Brierley, Public Information Coordinator.

The Board recited the Pledge of Allegiance.

**CONSENT CALENDAR**

Commissioner Pulkrabek moved, seconded by Commissioner Peterson to adopt the following Consent Calendar:

1. Approval of the following resolutions:

**Resolution No. 2008-038**

Application for Metro Greenways Grant to Use as Matching Funds to  
 Acquire an Interest in Property through the  
 Land and Water Legacy Program – John Leadholm Project

WHEREAS, on December 18, 2007, the County Board authorized staff to begin valuations and negotiations on selected Land and Water Legacy Program projects, providing the county an opportunity to acquire land and an interest in the land; and

WHEREAS, Washington County desires to leverage its funds by securing funds from outside sources; and

WHEREAS, the John Leadholm project meets the criteria of the Department of Natural Resources Metro Greenways Program grants, including the nominated site must be located within a Metro Conservation Corridor Focus Area, have high overall ecological significance, involve a willing landowner, and have community support;

NOW, THEREFORE, BE IT RESOLVED, that Washington County supports the grant application to the Minnesota Department of Natural Resources for the Metro Greenways Program to acquire an interest in the property in the form of a conservation easement.

**Resolution No. 2008-039**

Application for Metro Greenways Grant to Use as Matching Funds to  
Acquire an Interest in Property through the  
Land and Water Legacy Program – Tim Behrends Project

WHEREAS, on December 18, 2007, the County Board authorized staff to begin valuations and negotiations on selected Land and Water Legacy Program projects, providing the county an opportunity to acquire land and an interest in the land; and

WHEREAS, Washington County desires to leverage its funds by securing funds from outside sources; and

WHEREAS, the Tim Behrends project meets the criteria of the Department of Natural Resources Metro Greenways Program grants, including the nominated site must be located within a Metro Conservation Corridor Focus Area, have high overall ecological significance, involve a willing landowner, and have community support;

NOW, THEREFORE, BE IT RESOLVED, that Washington County supports the grant application to the Minnesota Department of Natural Resources for the Metro Greenways Program to acquire an interest in the property in the form of a conservation easement.

**Resolution No. 2008-040**

Application for Metro Greenways Grant to Use as Matching Funds to  
Acquire an Interest in Property through the  
Land and Water Legacy Program – David Rowe Project

WHEREAS, on December 18, 2007, the County Board authorized staff to begin valuations and negotiations on selected Land and Water Legacy Program projects, providing the county an opportunity to acquire land and an interest in the land; and

WHEREAS, Washington County desires to leverage its funds by securing funds from outside sources; and

WHEREAS, the David Rowe project meets the criteria of the Department of Natural Resources Metro Greenways Program grants, including the nominated site must be located within a Metro Conservation Corridor Focus Area, have high overall ecological significance, involve a willing landowner, and have community support;

NOW, THEREFORE, BE IT RESOLVED, that Washington County supports the grant application to the Minnesota Department of Natural Resources for the Metro Greenways Program to acquire an interest in the property in the form of a conservation easement.

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**Resolution No. 2008-041**

Application for Metro Greenways Grant to Use as Matching Funds to  
Acquire an Interest in Property through the  
Land and Water Legacy Program – John Daley Project

WHEREAS, on December 18, 2007, the County Board authorized staff to begin valuations and negotiations on selected Land and Water Legacy Program projects, providing the county an opportunity to acquire land and an interest in the land; and

WHEREAS, Washington County desires to leverage its funds by securing funds from outside sources; and

WHEREAS, the John Daley project meets the criteria of the Department of Natural Resources Metro Greenways Program grants, including the nominated site must be located within a Metro Conservation Corridor Focus Area, have high overall ecological significance, involve a willing landowner, and have community support;

NOW, THEREFORE, BE IT RESOLVED, that Washington County supports the grant application to the Minnesota Department of Natural Resources for the Metro Greenways Program to acquire an interest in the property in the form of a conservation easement.

**Resolution No. 2008-042**

Application for Metro Greenways Grant to Use as Matching Funds to  
Acquire an Interest in Property through the  
Land and Water Legacy Program – Bill McDonald Project

WHEREAS, on December 18, 2007, the County Board authorized staff to begin valuations and negotiations on selected Land and Water Legacy Program projects, providing the county an opportunity to acquire land and an interest in the land; and

WHEREAS, Washington County desires to leverage its funds by securing funds from outside sources; and

WHEREAS, the Bill McDonald project meets the criteria of the Department of Natural Resources Metro Greenways Program grants, including the nominated site must be located within a Metro Conservation Corridor Focus Area, have high overall ecological significance, involve a willing landowner, and have community support;

NOW, THEREFORE, BE IT RESOLVED, that Washington County supports the grant application to the Minnesota Department of Natural Resources for the Metro Greenways Program to acquire an interest in the property in the form of a conservation easement.

2. Approval to accept the Metro Greenways grant from the Department of Natural Resources in the amount of \$75,000 for the Steltzner conservation easement to be purchased through the Land and Water Legacy Program.

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3. Approval to appoint Janelle Schmitz, City of Woodbury, to the Workforce Investment Board as an Economic Development Representative to a first term expiring June 30, 2011.

4. Adoption of **Resolution No. 2008-043** as follows:

Resolution of Appreciation to  
Barry Sittlow  
City Administrator, City of St. Paul Park

WHEREAS, Barry Sittlow will retire as City Administrator of the City of St. Paul Park effective March 31, 2008; and

WHEREAS, Barry Sittlow served his community for more than 32 years as City Administrator since his appointment on November 1, 1975, to administer the policy of the City Council and to handle day-to-day operations; and

WHEREAS, as City Administrator, Barry Sittlow has done an outstanding job of administering the finances of the City of St. Paul Park, overseeing the planning and construction of a new city hall, and helping to provide a reliable water supply for city residents with the water tower along Highway 61; and

WHEREAS, Barry Sittlow has earned the respect of citizens, council members, and professional associates by his dedication to duty and providing consistent administration of city government; and

NOW, THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners acknowledges with grateful appreciation Barry Sittlow's exemplary leadership during his 32 years as City Administrator of the City of St. Paul Park; and

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners heartily commends Barry Sittlow for his dedication to public service and hereby extends its best wishes for a happy and healthy retirement.

5. Approval of contract with Community Volunteer Services and Senior Centers for unpaid work experience placements for Diversionary Work Program and Minnesota Family Investment Program customers for the period of January 1, 2008 to December 31, 2008.

6. Approval to ratify a three-year 2008 to 2010 agreement with the International Union of Operating Engineers Local #49 as follows:

1. Duration:

Three years, effective January 13, 2008 through January 8, 2011.

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2. Wages:

Effective January 13, 2008	3.0%
Effective January 11, 2009	3.0%
Effective January 10, 2010	3.0%

Replaced current step structure with range structure.

3. Health Insurance:

2008	Office Access \$20 Office Visit Copay
	Single \$433/month
	Single + Child(ren) \$433/month
	Single + Spouse \$589/month
	Family \$619/month
	Open Access \$25, \$30, Select Choice \$25 Office Visit Copay and Three for Free
	Single \$480/month
	Single Child(ren) \$524/month
	Single + Spouse \$708/month
	Family \$829/month

Flex credits \$62.00/month

2009	Insurance reopener
2010	Insurance Reopener

4. Clothing Allowance:

2008	\$120/year
2009	\$125/year
2010	\$130/year

5. Miscellaneous:

Throughout the document replace “Transportation and Physical Development Department” with “Public Works Department.”

7. Approval to implement a new Human Resources Policy #5033, Personnel Board of Appeals Hearing Procedures.
8. Approval to revise Personnel Rules and Regulations Section #14, Personnel Board of Appeals.
9. Approval to continue for one year two Community Health Specialists special project positions in Public Health and Environment.
10. Approval to continue Web Hosting and Content management agreement with Clockwork Media for 2008.

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11. Approval to enter into an agreement with Dakota County for the use of their database for the Metro Alliance for Healthy Families program.
12. Approval of licenses for use of real property for the collection of household hazardous waste and authorize execution by the Board Chair and County Administrator.
13. Approval to amend the 2008/2009 Ramsey/Washington Resource Recovery Project Board budget to increase appropriations by \$200,000 from the Resource Recovery Project's fund balance for a Second Harvest Heartland food rescue program.
14. Approval of contract with Polfus Implement, to purchase two Kubota Utility Vehicles for the Parks Division.
15. Approval of contract with McKinzie Metro Appraisal for professional appraisal/consulting services for the reconstruction of CSAH 18 at a cost not to exceed \$64,200.
16. Adoption of **Resolution No. 2008-044** as follows:

Authorizing Parking Restrictions on CSAH 18 After Reconstruction

SP 82-618-14, County State Aid Highway (CSAH) 18 from 300 feet north of 7<sup>th</sup> Street South to 700 feet north of Upper 5<sup>th</sup> Street in the Cities of Lakeland and Lakeland Shores, Minnesota

WHEREAS, this improvement will reconstruct CSAH 18 to a two-lane urban highway with center left turn lanes and three roundabouts; and

WHEREAS, the improvements do not provide adequate width for parking on the street; and

WHEREAS, the Cities of Lakeland and Lakeland Shores requested the parking prohibition described in City's Resolutions (copy attached) upon completion of this improvement passed February 19, 2008 and January 3, 2008, respectively; and

WHEREAS, Washington County staff supports this restriction; and

WHEREAS, Minn. Statute 169.04 (1) allows the county to regulate the standing or parking of vehicles on highways under its jurisdiction; and

WHEREAS, CSAH 18 is under the jurisdiction of Washington County.

NOW, THEREFORE, BE IT RESOLVED, that the parking of motor vehicles shall be prohibited on both sides of CSAH 18, from 300 feet north of 7<sup>th</sup> Street South to 700 feet north of Upper 5<sup>th</sup> Street.

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NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners hereby authorizes the Director of the Public Works Department to install and maintain the appropriate signs to delineate this parking restriction.

17. Approval to award contract to Vinco, Inc. for radio site construction services at Mahtomedi and Somerset, Wisconsin for the 800 MHz Radio System.

The foregoing Consent Calendar was adopted unanimously.

### **COMMUNITY SERVICES**

Commissioner Peterson moved to amend the 2007 Community Development Block Grant (CDBG) and HOME Investment Partnership program (HOME) Annual Action Plan to allocate HOME funds in the amount of \$214,757 to Two Rivers Community Land Trust; and, approval of a 30 day public comment as required by the Department of Housing and Urban Development. Commissioner Pulkrabek seconded the motion and it was adopted unanimously.

### **PUBLIC WORKS**

#### **SRF Consulting Group**

Commissioner Hegberg moved to approve a contract with SRF Consulting Group for preliminary design services for the County State Aid Highway 2 (Broadway Avenue) improvement project in the City of Forest Lake for a cost not to exceed \$928,489. Commissioner Peterson seconded the motion and it was adopted unanimously.

#### **Amend Contract with the Cities of Stillwater and Oak Park Heights**

Commissioner Peterson moved to authorize the County Administrator and Board Chair to execute Amendment #1 to an agreement between the City of Stillwater, the City of Oak Park Heights, and the County of Washington for the development of a short-term use and long-term improvement plan for the roadways that provide immediate service to the Washington County Government Center. Commissioner Kriesel seconded the motion and it was adopted unanimously.

### **GENERAL ADMINISTRATION**

Jim Schug, County Administrator, presented a brief legislative update. He clarified a statement from last week regarding the corrections bill that changed funding in both the short-term offender and the sentence to service program. The sentence to service adjustments would not affect the Washington County program.

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Commissioner Hegberg indicated he met with the Chisago County Board last week and explained Washington County's position that the Comfort Lake-Forest Lake Watershed District's work plan and budget be reviewed by the counties. They received the information, but didn't make a motion in support or against that position. They are in position of supporting the watershed district's request to be a part of State Statute 103B which allows them tax levy authority. The watershed has indicated that if Washington County didn't remove its position they thought the bill would die. His personal feeling is that Washington County should continue with its position.

Mr. Schug announced that all three workshops this morning will be held at the Board table and they will be televised.

### **COMMISSIONER REPORTS – COMMENTS – QUESTIONS**

Commissioner Peterson announced that she will be attending the reception for Barry Sittlow, St. Paul Park Administrator, this afternoon. Mr. Sittlow is retiring after 30 plus years of service.

Commissioner Kriesel mentioned a letter he received from Jack Junker who thanked Community Services staff for the help they provided to his Mother for the past three to four years. The employees were Tom Kuehn, Lisa Sauls, Sharon Rowell, and Marjorie Sutter.

Commissioner Hegberg reported on the Association of Governmental Risk Pools Conference he attended last week. One of the bigger topics discussed was jail suicides and deaths and the cost of those to institutions.

### **BOARD CORRESPONDENCE**

Board correspondence was received and placed on file.

### **ADJOURNMENT**

There being no further business to come before the Board, Commissioner Peterson moved to adjourn, seconded by Commissioner Pulkrabek and it was adopted unanimously. The Board meeting adjourned at 9:45 a.m.

### **BOARD WORKSHOP WITH PROPERTY RECORDS AND TAXPAYER SERVICES**

The Board met in workshop session with the Department of Property Records and Taxpayer Services to review mortgage foreclosure and efforts provided in counseling to homeowners who may be facing

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foreclosure. No business was transacted and the public was welcome to attend. Present for the workshop session were Commissioners Peterson, Pulkrabek, Hegberg, Stafford, and Kriesel. Also present were Jim Schug, Molly O'Rourke, Kevin Corbid, Bruce Munneke, Barbara Dacy, Jennifer Wagenius, Yvonne Klinnert, Stillwater Courier, and Kevin Giles, Star Tribune.

#### **BOARD WORKSHOP WITH PROPERTY RECORDS AND TAXPAYER SERVICES**

The Board met in workshop session with the Department of Property Records and Taxpayer Services to review final pay 2008 taxes and pay 2009 valuations. No business was transacted and the public was welcome to attend. Present for the workshop session were Commissioners Peterson, Pulkrabek, Hegberg, Stafford, and Kriesel. Also present were Jim Schug, Molly O'Rourke, Kevin Corbid, Bruce Munneke, Jennifer Wagenius, Yvonne Klinnert, Stillwater Courier, and Kevin Giles, Star Tribune.

#### **BOARD WORKSHOP WITH PUBLIC WORKS**

The Board met in workshop session with the Department of Public Works to discuss the Joint Powers Agreement establishing the metropolitan transportation area sales tax joint powers board. No business was transacted and the public was welcome to attend. Present for the workshop session were Commissioners Peterson, Pulkrabek, Hegberg, Stafford, and Kriesel. Also present were Jim Schug, Molly O'Rourke, Don Theisen, Wayne Sandberg, Ted Schoenecker, Mike Rogers, Kevin Corbid, Yvonne Klinnert, Stillwater Courier, Nancy Yang, Pioneer Press, and Kevin Giles, Star Tribune.

Dennis C. Hegberg, Chair  
County Board

Attest:

James R. Schug  
County Administrator

