

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JULY 28, 2009**

WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY CONVENES

The Washington County Regional Railroad Authority met in regular session at 9:00 a.m. in the Washington County Government Center, County Board Room. Present were Commissioners Peterson, Weik, and Kriesel. Commissioners Hegberg and Pulkrabek absent. RRA Chair Peterson presided. Also present were James Schug, County Administrator; Molly O'Rourke, Deputy Administrator, Meredith Majors, Assistant County Attorney; Don Theisen, Public Works Director; Wayne Sandberg, Deputy Public Works Director; Ted Schoenecker, Transportation Manager; Andy Gitzlaff, Transportation Planner; Sue Hedlund, Deputy Public Health and Environment Director; Jean Streetar, Program Manager; Harley Will, Accounting and Finance Director; Dan Papin, Community Services Director; Patrick Singel, Community Services Deputy Director; Cindy Rupp, Community Services Division Manager; Robert Crawford, Workforce Center Division Manager; Sheriff Bill Hutton, Chief Deputy Sheriff Mike Johnson; Tom Adkins, Community Corrections Director; Kay McAloney, Human Resources Director; Annette Fritz, Court Administrator; Mjyke Nelson, Information Technology Director; Rose Peterson, Central Services Manager; Patricia Conley, Library Director; and Yvonne Klinnert, Public Information Coordinator II. Official Proceedings of the Regional Railroad Authority are available in the Office of Administration.

The Board recited the Pledge of Allegiance.

INTRODUCTION OF NEW COURT ADMINISTRATOR

Jim Schug, County Administrator, introduced the new Court Administrator Annette Fritz. Ms. Fritz has been in the Minnesota Court system for about 21 years, 19 years with Olmsted County and the past two years with the State of Minnesota, Court Administrator's Office. Ms. Fritz informed the Board it was nice to be in Washington County and looked forward to working with the Board.

WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES

The Washington County Board of Commissioners met in regular session at 9:17 a.m. in the Washington County Government Center, County Board Room. Present were Commissioners Peterson, Weik, and Kriesel. Commissioners Hegberg and Pulkrabek absent. Board Chair Peterson presided. Also present were James Schug, County Administrator; Molly O'Rourke, Deputy Administrator, Meredith Majors, Assistant County Attorney; Don Theisen, Public Works Director; Wayne Sandberg, Deputy Public Works Director; Ted Schoenecker, Transportation Manager; Andy Gitzlaff, Transportation Planner; Sue Hedlund, Deputy Public Health and Environment Director; Jean Streetar, Program Manager; Harley Will, Accounting and Finance Director; Dan Papin, Community Services Director; Patrick Singel, Community Services Deputy Director; Cindy Rupp, Community Services Division Manager; Robert Crawford, Workforce Center Division Manager; Sheriff Bill Hutton, Chief Deputy Sheriff Mike

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Johnson; Tom Adkins, Community Corrections Director; Kay McAloney, Human Resources Director; Annette Fritz, Court Administrator; Mjyke Nelson, Information Technology Director; Rose Peterson, Central Services Manager; Patricia Conley, Library Director; and Yvonne Klinnert, Public Information Coordinator II.

COMMENTS FROM THE PUBLIC

The Board Chair asked for comments from the audience; none were heard.

CONSENT CALENDAR

Commissioner Weik moved, seconded by Commissioner Kriesel to adopt the following Consent Calendar:

1. Approval of the July 7, 14, and 21, 2009 Board meeting minutes.
2. Approval to amend Contract #4769 with Dynamex to extend the contract term to June 23, 2010 and to change the scope of services for courier services.
3. Approval to enter into a contract with the Stillwater Gazette for First Publication of the Financial Statement for year ending December 31, 2008.
4. Adoption of **Resolution No. 2009-075** as follows:

Resolution to Open a Fund for the
Metropolitan Region Homeland Security Emergency Management Board
and to Update Fiscal Policy #2803
Fund Definitions to Reflect the Addition of the New Fund

WHEREAS, Washington County is a signatory to the Joint Powers Agreement (JPA) creating the Metropolitan Region Homeland Security Emergency Management Board (MRHSEMB); and

WHEREAS, the Joint Powers Agreement includes provisions regarding the management of the financial affairs of the MRHSEMB through the use of a Fiscal Agent; and

WHEREAS, the provisions JPA state that the Fiscal Agent duties will rotate to all member counties with each county serving a term of two years; and

WHEREAS, Washington County's Public Health and Environment Department is now in turn to serve a two year term as fiscal agent for the MRHSEMB beginning August 1, 2009; and

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WHEREAS, Washington County's accounting and finance systems along with its policies and procedures will be used by the Fiscal agency to conduct the financial affairs on behalf of the MRHSEMB; and

WHEREAS, the financial affairs of the MRHSEMB are distinct from the financial activities of Washington County and accordingly must be designated as an Agency Fund under Generally Accepted Accounting Principles; and

WHEREAS, the money deposited in the Agency Funds will earn interest on any balance that is being held for future disbursements; and

WHEREAS, the existing fiscal policies of Washington County must be updated to reflect the opening of a new fund and to define its use; and

WHEREAS, the Accounting and Finance Department is responsible for the implementation and management of new funds under these policies.

NOW THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners authorizes the Accounting and Finance Department to open a new MRHSEMB Fund 776 per fiscal policy #2803 Opening and Closing of Funds; and

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners authorizes the Accounting and Finance Department to update Fiscal Policy #2803 Fund Definitions to reflect the addition of the new fund.

5. Approval of the Washington County Workforce Center's Local Fast Trac Supplement Plan for Program Year 2009-2010.
6. Approval of contract with Blue Cross Blue Shield of Minnesota to provide care coordination, mental health targeted case management, and network services for individuals diagnosed as seriously and persistently mentally ill.
7. Approval to renew annual maintenance and support services agreement for the county telephone and voice mail systems with Marco.
8. Approval to act as fiscal agent for the Metropolitan Region of Homeland Security and Emergency Management Joint Powers Agreement for the FY 2010 Homeland Security Grant Program.
9. Approval to enter into an agreement with the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, to receive funding through the FY 2010/2011 Radiological Emergency Preparedness Grant Program.
10. Adoption of **Resolution No. 2009-076** as follows:

Acquire Right of Way on CSAH 2 and County Road 83

BE IT RESOLVED that Washington County proceed to improve a portion of County State Aid Highway 2 between 19th Street and the west right of way line of the Hardwood Creek Trail and proceed to improve a portion of County Road 83 from approximately 700 feet west of Everton Avenue to approximately 700 feet east of 15th Street in the City of Forest Lake; and

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 such instruments and plats if any be necessary, to acquire said right of way and associated easements.

11. Adoption of **Resolution No. 2009-077** as follows:

Final Payment on CSAH 18 Bridge Reconstruction
Project to CS McCrossan Construction, Inc.

WHEREAS, the Washington County Board of Commissioners, on April 22, 2008 approved a bid award to CS McCrossan Construction, Inc. and signed a contract with said company for bridge removal and reconstruction, grading, aggregate base, bituminous paving, and striping of bridge No. 82517 over Valley Branch Creek in the City of Afton; and

WHEREAS, CS McCrossan Construction, Inc. has satisfactorily completed all work in accordance with the terms and conditions of the contract.

NOW, THEREFORE, BE IT RESOLVED, that CS McCrossan Construction, Inc. be paid in full for the said contract work in the amount due indicated on the final payment voucher which is attached herewith and is hereby a part of this resolution.

12. Adoption of **Resolution No. 2009-078** as follows:

Agreement to State Transportation Fund Local Improvement
Program Grant Terms and Conditions – CSAH 12 Turn
Lane Construction in the City of Grant

WHEREAS, Washington County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Local Road Improvement Project No. SAP 82-612-13; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this local road improvement project is available; and

WHEREAS, the amount of the grant has been determined to be \$204,927 by reason of the lowest responsible bid.

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NOW, THEREFORE, BE IT RESOLVED, that Washington County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, subdivision 5, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the road project, but not required.

The foregoing Consent Calendar was adopted unanimously; Commissioners Hegberg and Pulkrabek absent.

GENERAL ADMINISTRATION

Lost Valley Scientific and Natural Area in Denmark Township

Commissioner Weik moved to adopt **Resolution No. 2009-079** as follows:

Review of Proposed State Land Acquisition

WHEREAS, Minnesota Statutes 84.033, Subd. 3 and 97A.145, Subd. 2, requires the Minnesota Department of Natural Resources to seek approval by the County Board for a state-acquisition of land for use as a Scientific and Natural Area; and

WHEREAS, the Minnesota Department of Natural Resources provided the Washington County Board of Commissioners with a description of lands to be acquired by the State of Minnesota for purposes of being designated as a Scientific and Natural Area in order to protect and perpetuate in an undisturbed natural state those natural features which possess exceptional scientific or educational value; and

WHEREAS, the lands to be acquired are described as follows:

The West 878.77 feet of the South 704.80 feet of the Southeast Quarter (SE ¼) of the Northeast Quarter (NE ¼) of Section 20, Township 27 North, Range 20 West, Washington County, Minnesota;

The West 878.75 feet of the Northeast Quarter (NE ¼) of the Southeast Quarter (SE ¼) of Section 20, Township 27 North, Range 20 West, Washington County, Minnesota; and

The Southeast Quarter (SE ¼) of the Southeast Quarter (SE ¼) of Section 20, Township 27 North, Range 20 West, Washington County, Minnesota;

Containing 120.0 acres, more or less;

Together with a 66 foot wide perpetual non exclusive easement for ingress and egress over and across that part of the SE 1/4 of the NE 1/4 of Section of Section 20, Township 27 North, Range 20 West, Washington County, Minnesota, the centerline of said easement is described as follows:

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Beginning at the Southeast Corner of the Northeast Quarter of Section 20, Township 27 North, Range 20 West, thence North 01 degrees 48 minutes 39 seconds East assumed bearing along the East line of said Section 20 a distance of 672.00 feet to the point of beginning; thence North 89 degrees 36 minutes 11 seconds West a distance of 456.26 feet and there terminating;

The sidelines of said easement are to be prolonged or shortened to end on the East line of the West 878.77 feet of the South 704.80 feet of the Southeast Quarter of the Northeast Quarter of said Section 20;

NOW, THEREFORE BE IT RESOLVED, that the Board of County Commissioners of Washington County approves the State of Minnesota's proposed acquisition of the above described property.

Commissioner Kriesel seconded the motion and it was adopted unanimously; Commissioners Hegberg and Pulkrabek absent.

COMMISSIONER REPORTS – COMMENTS – QUESTIONS

Commissioner Weik reported on the joint meeting with the Dakota County Board of Commissioners. She thought it was a productive and positive meeting. She attended a kick-off meeting for the Yellow Ribbon steering committee in the City of Woodbury. It was well attended and there was a lot of excitement. She attended the visitation for Spc. Daniel Drevnick. It was moving to see the Patriot Guards standing vigil in the parking lot. Last evening she attended the Library Board meeting which discussed the development of a strategic plan process for the next five years. Each library branch distributes internally a monthly report for their branch. She suggested that those could be published in the local newspapers or posted in the local libraries. They discussed procedures for handling public concerns about library materials. She reported that the Library is in partnership with Carver County Library and they received a grant to test an E-Kiosk service at the Hugo City Hall. The grant was increased from \$100,000 to \$140,000. This week she will attend the Washington County Fair and will report on various events and attractions for the Forest Lake Area Cable Commission. She invited all the seniors to attend on Seniors Day.

Commissioner Kriesel commented that the Yellow Ribbon Network participated in the Lumberjack Parade and the outpouring of support that has spread throughout Washington County and beyond. He attended the services for Spc. James Wertish in Bird Island yesterday.

Commissioner Peterson mentioned that she read in the Library Board agenda packet that usage is up over 10% and the number of people coming into the Libraries has really grown significantly. She reported that she met with Senator Franken's constituent staff last week in Woodbury to discuss transit and transportation issues. She attended the Minnesota Pollution Control Agency meeting held in Cottage Grove to discuss Perfluorochemicals (PFC) and a number of people volunteered to be a cancer

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cluster test group. She asked that the State do a study on how Perfluorochemicals may have affected reproduction and fertility on individuals from this area. Commissioner Peterson indicated she has been appointed by the Minnesota Department of Transportation as an alternate to serve on a committee that evaluates design built projects.

BOARD CORRESPONDENCE

Board correspondence was received and placed on file.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Weik moved to adjourn, seconded by Commissioner Kriesel and it was adopted unanimously; Commissioners Hegberg and Pulkrabek absent. The Board meeting adjourned at 10:00 a.m.

BOARD WORKSHOP WITH THE OFFICE OF ADMINISTRATION

The Board met in workshop session with the Office of Administration to review the cultural and outdoor resources dedicated funds. No business was transacted and the public was welcome to attend. Present for the workshop session were Commissioners Peterson, Weik and Kriesel. Also present were Jim Schug, Molly O'Rourke, Jane Harper, Don Theisen, John Elholm, Amanda Strommer, John Freitag, and Pat Conley.

Myra Peterson, Chair
County Board

Attest:

James R. Schug
County Administrator

