



Board of Commissioners

- Dennis C. Hegberg, Chair, District 1
- Bill Pulkrabek, District 2
- Gary Kriesel, District 3
- Autumn Lehrke, District 4
- Lisa Weik, District 5

BOARD AGENDA
JANUARY 24, 2012 – 9:00 A.M.

1. 9:00 Washington County Regional Railroad Authority Convenes

- A. Pledge of Allegiance
- B. Roll Call
- C. Selection of Stantec Consulting Services, Inc. for Completion of the Design on the Newport Transit Station
- D. Adjourn

2. 9:15 Washington County Board of Commissioners Convenes

Roll Call

3. 9:15 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 secretary or the County Administrator. The County Board Chair will ask you to come to the podium, state your name and address, 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 becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of Washington County's responsibilities

4. 9:20 Consent Calendar – Roll Call Vote

5. 9:20 Community Services, Veterans Services – Robby Robinson, VSO Officer

Report on Demobilization Trip to Fort Hood, Texas and Review of the Veterans Service Office 2011 Services Provided

6. 9:30 General Administration – Jim Schug, County Administrator

7. 9:45 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.

8. Board Correspondence

9. 10:10 Executive Session with the Office of Administration

Discuss Landowner's Response to the County's Offer to Purchase Interests in the Behrends Property

10. 10:40 Adjourn

11. 10:45 to 11:15 - Board Workshop with the Office of Administration

Discuss Request for Input from the Legislative Commission on the Metropolitan Government

MEETING NOTICES ARE NOW LISTED AFTER THE CONSENT CALENDAR

Assistive listening devices are available for use in the County Board Room
 If you need assistance due to disability or language barrier, please call (651) 430-6000

WASHINGTON COUNTY BOARD OF COMMISSIONERS
CONSENT CALENDAR *
JANUARY 24, 2012

The following items are presented for Board approval/adoption:

<u>DEPARTMENT/AGENCY</u>	<u>ITEM</u>
Administration	A. Approval of the January 10, 2012 Board Meeting minutes.
	B. Approval to reappoint Pamela Skinner, Oakdale, to the Ramsey-Washington Metro Watershed District to a term expiring February 23, 2015.
Community Services	C. Approval of the grant agreement between the Community Services Department and the Minnesota Department of Human Services for \$50,000 to fund a Parent Support Outreach Program.
	D. Approval of a contract with Accent Integrated Health Services to provide Homemaker services to individuals receiving Medical Assistance Home and Community Based Services.
Human Resources	E. Approval to authorize the Deputy Human Resources Director to electronically submit the 2012 Pay Equity Report to the Minnesota Department of Management and Budget and check the electronic signature box stating the submission is authorized by the County Board Chair.
	F. Approval of a 1.00 full time equivalent Social Worker I position in Community Services to provide mental health case management.
Information Technology	G. Approval of data/voice cabling contract with Network Design, Inc. for the period of February 1, 2012 through January 31, 2013.
Library	H. Approval of resolution transferring the ownership of certain County Library property to the City of Lake Elmo.
Property Records and Taxpayer Services	I. Approval of contract for assessing services with the City of Birchwood.
Public Works	J. Approval of Change Order #1 to contract with Doody Mechanical, Inc., as part of the St. Croix Bluffs Regional Park Campground Improvements project, in the amount of \$3,785.
	K. Approval of resolution authorizing signature of Letter of Agreement with the Regional Parks Foundation of the Twin Cities to receive funding from the foundation for Washington County Regional Parks.
	L. Approval of Amendment No. 3 to contract with Lockridge, Grindal Nauen, P.L.L.P. for federal relations services.
	M. Approval of Work Orders 5 through 8 and Change Orders 1 through 3 to the contract with S.M. Hentges, Inc. for the Hardwood Creek Trail pedestrian bridge construction over County Road 2 project.
	N. Approval of Work Orders 11 through 16 to the County Road 18 East/West project contract with Hardrives, Inc.
	O. Approval of resolution rejecting bids for New Kassbohrer PistenBully Panna Snow Cat or approved equal and authorization to re-bid for New Kassbohrer PistenBully Panna Snow Cat or approved equal.
Sheriff's Office	P. Approval of contract amendment #4 between Aramark Correctional Services LLC and Washington County.

*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.

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EQUAL EMPLOYMENT OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

MEETING NOTICES

February 01, 2012

Wednesday

9:30 AM

Plat Commission -- Washington County Government Center

10:30 AM

Metropolitan Emergency Services Board - Executive Comm. -- 2099 University Avenue West, St. Paul

February 02, 2012

Thursday

10:00 AM

MN High Speed Rail -- 454 West 5th St - Red Wing

12:00 PM

Metropolitan Energy Policy Coalition -- 100 Empire Dr - St. Paul

12:00 PM

East Central Regional Juvenile Center -- RJC, 7565 4th Ave, Lino Lakes

Department Information

ORIGINATING DEPARTMENT: Public Works	REQUESTOR: Larry Phillips	REQUESTOR PHONE: 651-430-4360
PRESENTER(S): Andy Gitzlaff	MEDIA CONTACT: Andy Gitzlaff	MEDIA CONTACT PHONE: 651-430-4338

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approve selection of Stantec Consulting Services, Inc. for the completion of the design of the Newport Transit Station and authorize execution of the contract at a price not to exceed \$249,915 through the signatures of the Chair of the Washington County Regional Railroad Authority and County Administrator without further action of the Regional Railroad Authority and conditioned upon approval as to form by the Washington County Attorney's office.	
AGENDA YOU ARE REQUESTING TIME ON: Regional Rail	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
TIME NEEDED: 15 min	
IS THIS MANDATED? No	EXPLANATION OF MANDATE:
BACKGROUND/JUSTIFICATION: On October 4, 2011, the Washington County Regional Railroad Authority (WCRRA) released the Request for Proposals (RFP) for consultant services to complete the design of the Newport Transit Station. A total of seven proposals were received. A Proposal Evaluation Committee consisting of staff from Washington County, the City of Newport and Metro Transit reviewed the proposals, interviewed finalists, and recommended the selection of Stantec Consulting Services, Inc. to perform the work. The project is being funded by the 2011 Capital Grant from the Counties Transit Improvement Board for \$225,000 and the required WCRRA local match of \$25,000. The project is within the WCRRA budget for 2012. The county engineer recommends approval of the consultant contract.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Yes December 22, 2010 - WCRRA Board Approved Counties Transit Improvement Board Capital Grant Agreement for Newport Transit Station Development.	

Budget Information

FUNDING: Combo	EXPLANATION OF FUNDS: \$225,000 Counties Transit Improvement Board Capital Grant and \$25,000 WCRRA levy match.	
FINANCIAL IMPACT:		
YEAR: 2012	AMOUNT: \$249,915	BUDGETED: Yes

Approvals

COUNTY ATTORNEY: George Kuprian	COUNTY ADMINISTRATOR: Jim Schug
RECOMMENDATIONS: Approved COMMENTS:	RECOMMENDATIONS: Approved COMMENTS:



**Newport Transit Station
Design Contract Approval
January 17, 2012**

Overview

- Project Background
- Scope of Work
- Consultant Selection Process
- Contract Approval

Project Background

- Red Rock Alternatives Analysis, 2007
 - Newport identified as proposed stop on Red Rock Corridor
 - Phased Implementation Plan
 - First Step: Build stronger transit base by
 - Expanding bus service
 - Increasing bus frequency
 - Building additional park-and-ride facilities



Project Background

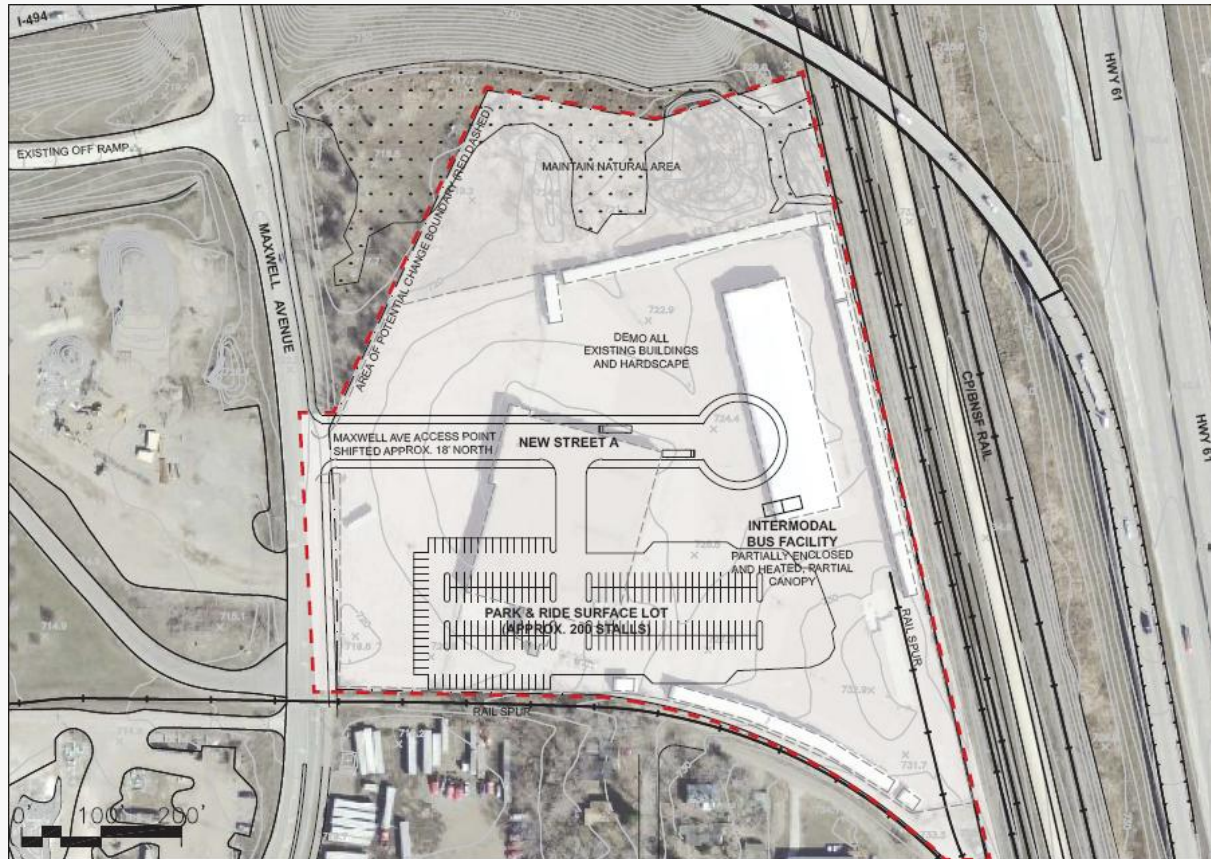
- WCRRA acquired “Knox” site in 2010
 - Use of CTIB funds & RRA levy
- MOU with Newport
 - City supports acquisition
 - Timeline for development: design and construct for bus service by 2013



Project Background

- Station Area Planning Study
 - Purpose to plan for land uses around station areas
 - Develop long-term vision for station areas based on community input
 - Final Report Adopted by Commission in October, 2011
 - Utilize planning from SAP study for Newport Transit Station site layout

2012 - Newport Transit Station Concept Plan



Project Background

- Included in 2030 Washington County Comprehensive Plan
- Adopted 5-year CIP
 - Design and construct 2012/2013
- Funding
 - Federal appropriations, State Bonds, CTIB, Decertified TIF, WCRRA levy

Newport Station Finance Plan

Expenditures	Amount	% of Total
Land Acquisition	\$3,295,000	57%
Design Services	\$250,000	4%
Construction	\$2,225,000	39%
Total	\$5,770,000	

Funding Sources	Amount	% of Total
Federal	\$475,000	8%
RRA Levy	\$310,000	13%
RRA Fund Balance	\$310,000	
Decertified TIF	\$150,000	
State Bonds	\$1,750,000	30%
CTIB	\$2,775,000	48%
Total	\$5,770,000	

Design Contract Scope of Work

- Stakeholder Engagement and Design Input
- Design the transit station building and parking area
 - Building Design and Architecture
 - Landscaping, Lighting, Stormwater Management,
 - Bus, Vehicle and Pedestrian Access
- Master Plan for remainder of site

Design Parameters



- Facility
 - 1,200 s.f. (comparable to FL Transit Station)
 - Enclosed, climate controlled, landscaping, lighting
 - To be determined - running water/bathrooms; security
- Parking
 - 200 stall parking lot (potential ramp in future)
- Bus service
 - Met Council - Start in 2013: Route 364 to St Paul

Design Contract Schedule and Budget

- 9 Month Schedule
- \$250,000 Budget
 - \$225,000 CTIB Grant
 - \$25,000 WCRRA Required Local Match

Consultant Selection Process

- Released the RFP on October 4, 2011
 - A total of 7 proposals were received
- Proposal Evaluation Committee (PEC)
 - Included staff from County, City & Metro Transit
 - Reviewed proposals, interviewed finalists and recommended selection of Stantec Consulting Services Inc.

Stantec Consulting Services, Inc.

- PEC identified as best firm for the project
 - Strong past work experience with other regional transit station projects
 - Highly Qualified Project Staff
 - Comfort level with site through past experience on SAP study
 - Strong approach to stakeholder involvement

Recommended Action

- Approve execution of consultant contract with Stantec Consulting Services, Inc. for a cost not to exceed \$249,915

Thank You

Andy Gitzlaff

Senior Planner, Public Works

651-430-4338

andy.gitzlaff@co.washington.mn.us



Request for Board Action

BOARD MEETING DATE:

January 24, 2012

AGENDA ITEM NUMBER:

4B

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Pat Raddatz	REQUESTOR PHONE: 651-430-6014
PRESENTER(S):	MEDIA CONTACT: Molly O'Rourke	MEDIA CONTACT PHONE: 651-430-6003

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval to reappoint Pamela Skinner, Oakdale, to the Ramsey-Washington Metro Watershed District to a term expiring February 23, 2015.	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: Minnesota Chapter 103D.311
BACKGROUND/JUSTIFICATION:	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Yes Letter to municipalities within the Ramsey-Washington Metro Watershed District - 11/23/11; Legal notice requesting applications for the opening on the Ramsey-Washington Metro Watershed District - 11/30/11.	

Budget Information

FUNDING: NA	
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Approvals

COUNTY ATTORNEY: George Kuprian RECOMMENDATIONS: N/A COMMENTS:	COUNTY ADMINISTRATOR: Jim Schug RECOMMENDATIONS: Approved COMMENTS:
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Request for Board Action

BOARD MEETING DATE:

January 24, 2012

AGENDA ITEM NUMBER:

4C

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Community Services	REQUESTOR: Julia Wallis	REQUESTOR PHONE: 651-430-8331
PRESENTER(S):	MEDIA CONTACT: Sarah Amundson	MEDIA CONTACT PHONE: 651-430-4111

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of the grant agreement between the Community Services Department and the Minnesota Department of Human Services (DHS) for \$50,000 to fund a Parent Support Outreach Program (PSOP).	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:
BACKGROUND/JUSTIFICATION: Washington County Community Services submitted a grant application to the Minnesota Department of Human Services (DHS) in November of 2011 seeking funding for a Parent Support Outreach Program (PSOP). DHS recently notified Washington County that it, along with 38 other counties, will be receiving the grant funds. The grant award for 2012 is \$50,000 and may be renewed annually through 2016. It will allow for 50 eligible families to receive services. These services are designed to deliver family centered services for those not meeting the criteria for child protection services, but needing resources and supports to improve the child/family well-being and reduce the risk of future maltreatment. The Community Services Department recommends approval of the DHS grant award of \$50,000 for PSOP.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? No	

Budget Information

FUNDING: Other	EXPLANATION OF FUNDS: MN Department of Human Services Grant	
FINANCIAL IMPACT:		
YEAR: 2012	AMOUNT: \$50,000	BUDGETED: No
EXPLANATION OF BUDGET CHANGES: Parent Support Outreach Program grant funds recently awarded to Washington County require a budget amendment. Some of the funds for the Program will be sub-contracted out at a later date.		

Approvals

COUNTY ATTORNEY: George Kuprian	COUNTY ADMINISTRATOR: Jim Schug
RECOMMENDATIONS: Approved COMMENTS:	RECOMMENDATIONS: Approved COMMENTS:



Request for Board Action

BOARD MEETING DATE:

January 24, 2012

AGENDA ITEM NUMBER:

4D

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Community Services	REQUESTOR: Julia Wallis	REQUESTOR PHONE: 651-430-8331
PRESENTER(S):	MEDIA CONTACT: Deb Tulloch	MEDIA CONTACT PHONE: 651-430-6576

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of a contract with Accent Integrated Health Services to provide homemaker services to individuals receiving Medical Assistance Home and Community Based Services.	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: 42 C.F.R. 440.180 and the Minnesota Department of Human Services' Medicaid Waiver Plans delegate counties the responsibility of issuing, managing, and monitoring contracts to providers of Home and Community Based Services through Medical Assistance Waivers.
BACKGROUND/JUSTIFICATION: Accent Integrated Health Services provides a variety of services to disabled and elderly persons, including personal care assistance, adult day care, and homemaking. Although the company will serve all county residents, they provide culturally specific services to Russian persons. Homemakers will assist persons with items such as cleaning, meal preparation, laundry, and shopping. Clients will receive services funded through Medical Assistance Home and Community Based Services and aging or disability waivers. County Case Managers will assess client needs and determine how frequently a homemaker is needed to help the client remain safely in his/her home. Washington County Community Services recommends approval of the 2012 contract with Accent Integrated Health Services.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING: Other	EXPLANATION OF FUNDS: Medical Assistance is State and Federal funds.
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Approvals

COUNTY ATTORNEY: George Kuprian RECOMMENDATIONS: Approved COMMENTS:	COUNTY ADMINISTRATOR: Jim Schug RECOMMENDATIONS: Approved COMMENTS:
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Request for Board Action

BOARD MEETING DATE:

January 24, 2012

AGENDA ITEM NUMBER:

4E

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Human Resources	REQUESTOR: Vicki DeFord	REQUESTOR PHONE: 651-430-6078
PRESENTER(S):	MEDIA CONTACT: Jim Schug	MEDIA CONTACT PHONE: 651-430-6002

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Requesting Board approval to authorize the Deputy Human Resources Director to electronically submit the 2011 Pay Equity Report to the Minnesota Department of Management and Budget and check the electronic signature box stating the submission is authorized by the County Board Chair.	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: MN Rules Chapter 3920 requires local governments to file a pay equity compliance report every three years with the Minnesota Department of Management and Budget.
BACKGROUND/JUSTIFICATION: Washington County is required to submit our pay equity report by January 31, 2012 using data as of December 31, 2011.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? No	

Budget Information

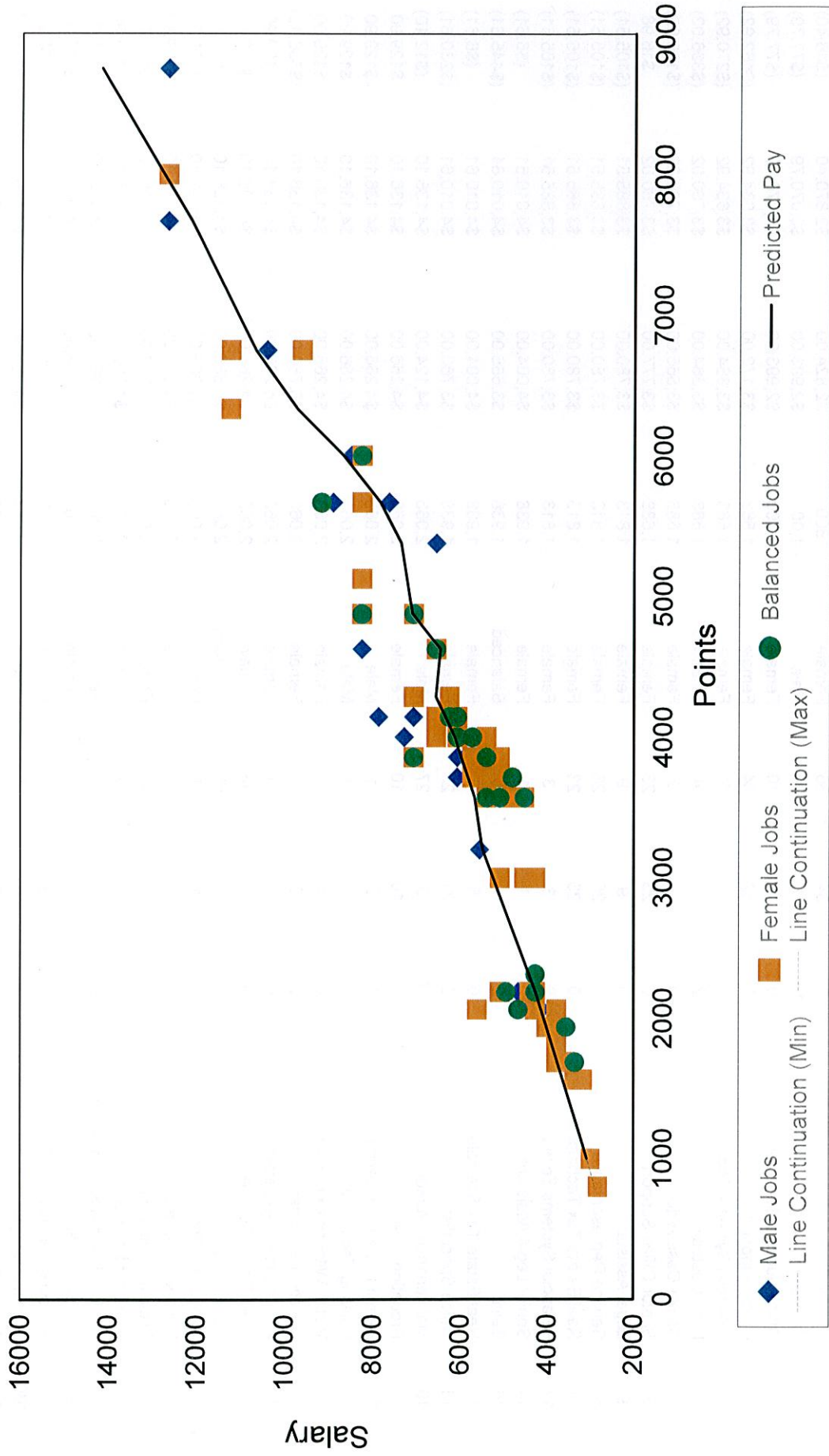
FUNDING: NA	
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Approvals

COUNTY ATTORNEY: George Kuprian RECOMMENDATIONS: Approved COMMENTS:	COUNTY ADMINISTRATOR: Jim Schug RECOMMENDATIONS: Approved COMMENTS:
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Predicted Pay Report for Washington County

Case : 2012 data Jan report





Request for Board Action

BOARD MEETING DATE:

January 24, 2012

AGENDA ITEM NUMBER:

4F

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Human Resources	REQUESTOR: Vicki DeFord	REQUESTOR PHONE: 651-430-6078
PRESENTER(S):	MEDIA CONTACT: Daniel Papin	MEDIA CONTACT PHONE: 651-430-6461

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Requesting Board approval of a 1.00 FTE Social Worker I position in Community Services to provide mental health case management.	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: Mental health case management is mandated as part of the Minnesota Comprehensive Mental Health Act (245.4711). This Act requires counties to provide case management to anyone who meets the criteria as serious and persistently mentally ill.
BACKGROUND/JUSTIFICATION: The Community Services Department has contracted with a private agency for mental health case management over the past several years. The approval of this new Social Worker I will result in a \$20,000 cost savings due to the decrease in the duplication of effort between the County and the contractor.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Yes Personnel Committee met on January 10, 2011 and recommends approval of this request.	

Budget Information

FUNDING: Other	EXPLANATION OF FUNDS: \$45,000 from MA/PMAP and \$18,000 from DHS grant.	
FINANCIAL IMPACT:		
YEAR: 2012	AMOUNT: \$63,000	BUDGETED: Yes

Approvals

COUNTY ATTORNEY: George Kuprian	COUNTY ADMINISTRATOR: Jim Schug
RECOMMENDATIONS: N/A	RECOMMENDATIONS: Approved
COMMENTS:	COMMENTS:



Request for Board Action

BOARD MEETING DATE:

January 24, 2012

AGENDA ITEM NUMBER:

4G

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Information Technology	REQUESTOR: Kathleen Johnson	REQUESTOR PHONE: 651-275-7550
PRESENTER(S): Milan Tomaska	MEDIA CONTACT: Mjyke Nelson	MEDIA CONTACT PHONE: 651-430-6421

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of data/voice cabling contract with Network Design, Inc. for the period of 02/01/12 through 01/31/13.									
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes								
IS THIS MANDATED? No	EXPLANATION OF MANDATE:								
BACKGROUND/JUSTIFICATION: The Department of Information Technology (DoIT) coordinates cabling service county wide to support operations and maintenance of the county's data/voice cable infrastructure. The annual labor and material expenditure for cable infrastructure support is estimated to be \$70,000 in 2012. Quotes received: <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Vendor</u></th> <th style="text-align: left;"><u>Labor Rate – Normal Business Hours</u></th> </tr> </thead> <tbody> <tr> <td>Network Design</td> <td>\$50.00 Per hour</td> </tr> <tr> <td>ESCI</td> <td>\$54.91 Per hour</td> </tr> <tr> <td>Parson</td> <td>\$56.17 Per hour</td> </tr> </tbody> </table> <p>A recommendation is made to execute a cabling contract with Network Designs, Inc.. This vendor has full knowledge of the county's cabling architecture and has consistently provided excellent service to the county.</p>		<u>Vendor</u>	<u>Labor Rate – Normal Business Hours</u>	Network Design	\$50.00 Per hour	ESCI	\$54.91 Per hour	Parson	\$56.17 Per hour
<u>Vendor</u>	<u>Labor Rate – Normal Business Hours</u>								
Network Design	\$50.00 Per hour								
ESCI	\$54.91 Per hour								
Parson	\$56.17 Per hour								
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?									

Budget Information

FUNDING: Levy	
FINANCIAL IMPACT:	
YEAR: 2012	AMOUNT: 70,000
BUDGETED: Yes	

Approvals

COUNTY ATTORNEY: George Kuprian	COUNTY ADMINISTRATOR: Jim Schug
RECOMMENDATIONS: Approved	RECOMMENDATIONS: Approved
COMMENTS:	COMMENTS:



Request for Board Action

BOARD MEETING DATE:

January 24, 2012

AGENDA ITEM NUMBER:

4H

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Library	REQUESTOR: Pat Conley	REQUESTOR PHONE: 651-275-8501
PRESENTER(S):	MEDIA CONTACT: Pat Conley	MEDIA CONTACT PHONE: 651-275-8501

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approve transfer of ownership of certain County Library property to the City of Lake Elmo	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE:
BACKGROUND/JUSTIFICATION: The County Library has received several donations from the Friends of the Lake Elmo Library since 2006. The City is requesting that these items be transferred to the City.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? No	

Budget Information

FUNDING: NA	
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Approvals

COUNTY ATTORNEY: George Kuprian RECOMMENDATIONS: Approved COMMENTS:	COUNTY ADMINISTRATOR: Jim Schug RECOMMENDATIONS: Approved COMMENTS:
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BOARD OF COUNTY COMMISSIONERS
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. _____

DATE January 24, 2012

DEPARTMENT Library

MOTION
BY COMMISSIONER _____

SECONDED BY
COMMISSIONER _____

Transfer of County Library Property to City of Lake Elmo

WHEREAS, Chapter 13, Laws of Minnesota 2005, gives the Washington County Board of Commissioners the authority to direct, operate and manage the Washington County Library System;

WHEREAS, Minnesota Statutes 471.85 provides that a county may transfer property to a city;

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners hereby agrees to transfer ownership of the items on the attached inventory to the City of Lake Elmo.

ATTEST:

COUNTY ADMINISTRATOR

COUNTY BOARD CHAIR

	YES	NO
HEGBERG	_____	_____
KRIESEL	_____	_____
LEHRKE	_____	_____
PULKRABEK	_____	_____
WEIK	_____	_____

**LIST OF EQUIPMENT PURCHASED FOR THE
WASHINGTON COUNTY LIBRARY
WITH DONATIONS
FROM THE FRIENDS OF LAKE ELMO LIBRARY
Requested by the City of Lake Elmo**

Wheelchair

4"X5" Best-Rite Marker Board

DVD player (Sony Progressive-Scan)

Dell Ultra sharp Monitor

Plastic Display rack wall mounted

Plastic accessories for brochures and for use on slat wall end panels

Bead Maze (Around the Town)

Soft Y Safe Community Vehicles

Color Changing Touch Boar

Chess Game

Scrabble Game

Library Risk Game

Patio table and four chairs (wrought iron)

Board Book Spinner (maple)

Drum pedestal

12/28/11

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Property Records & Taxpayer Services	REQUESTOR: Kevin Corbid	REQUESTOR PHONE: 651-430-6182
PRESENTER(S):	MEDIA CONTACT: Kevin Corbid	MEDIA CONTACT PHONE: 651-430-6182

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of contract for assessing services with the City of Birchwood.	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:
<p>BACKGROUND/JUSTIFICATION:</p> <p>Washington County provides assessing services for 25 of the 33 communities in the county. Updated contracts were mailed in September of 2010 to the cities and townships that were currently contracting with the county for assessing services. The City of Birchwood originally passed a resolution to hire a private assessor on contract (local assessor model) to provide assessing services for its properties. After adopting that resolution, the city was notified by the Department of Revenue that based on state law, the city did not have the option of hiring a local assessor. In order to hire a local assessor the city must have held an election in the 1970's to authorize this type of hire, or asked for a reinstatement to a local assessor sometime between the late 1970's and June 2, 1995, when the legislature repealed certain options to switch to a local assessor.</p> <p>The City of Birchwood attorney determined the city did not meet the requirements in law as presented by the Department of Revenue and therefore could not hire a local assessor. The city then began discussions with the county to renew its contract. The city approved this contract renewal on September 13, 2011.</p> <p>The contract provides for a 5-year term and outlines the services to be provided and fees to be paid. The contract also allows for the termination of the contract by either party on an annual basis with 90 days notice to the other party.</p> <p>The department recommends approval of the contract with the City of Birchwood.</p>	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Yes The board has approved similar agreements with the other contract communities.	

Budget Information

FUNDING: Other	EXPLANATION OF FUNDS: Fees paid by the local communities to the county for services. Estimated revenue for all contract communities equal \$817,000.	
FINANCIAL IMPACT:		
YEAR: 2012	AMOUNT: 817,000	BUDGETED: Yes

Approvals

COUNTY ATTORNEY:

George Kuprian

RECOMMENDATIONS: **Approved**

COMMENTS:

COUNTY ADMINISTRATOR:

Jim Schug

RECOMMENDATIONS: **Approved**

COMMENTS:

Department Information

ORIGINATING DEPARTMENT: Public Works	REQUESTOR: Rita Conlin	REQUESTOR PHONE: 651-430-4354
PRESENTER(S):	MEDIA CONTACT: Erik Jalowitz	MEDIA CONTACT PHONE: 651-430-6226

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of Change Order #1 to Contract #6334 with Doody Mechanical, Inc. in the amount of \$3,785.	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:

BACKGROUND/JUSTIFICATION:

As part of the St. Croix Bluffs Regional Park Campground Improvements project, the county solicited for bids for plumbing, heating, and air conditioning of the new shower house facility. The Board awarded the bid for this portion of the construction to Doody Mechanical, Inc. on August 2, 2011.

Per contract policy, board approval is required if the sum of the contract change orders exceed \$100,000 or 5 percent of the original contract or if any single change order exceeds \$50,000.

Change Order #1 is comprised of the following:

- 1) Modifications to water hydrant/spigot at new dump station to meet current code requirements.

Summary of this contract:

Original Contract	\$64,950.00
Previous Change Orders Approved	\$ -
Change Order #1	\$ 3,785.00
New Contract Total	\$68,735.00

The status of the contingency budget for the overall project is summarized below:

Construction Items (Original Contracts)	\$1,001,606.00
Construction/Design Contingency	\$91,271.00
Change Orders to Date	\$19,022.00
Contingency Remaining	\$72,249.00

This change order is recommended for approval by Hagen, Christensen & McIlwain Associates P.A., Kraus Anderson Construction Company, and the Building Services Director.

PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Yes

August 2, 2011 - Board approval of contract with Doody Mechanical, Inc.

Budget Information

FUNDING: Other	EXPLANATION OF FUNDS: State Parks and Trails Fund State and Metropolitan Council Bonds Parks Division Budget
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FINANCIAL IMPACT:		
YEAR: 2012	AMOUNT: \$3,785.00	BUDGETED: Yes

Approvals

COUNTY ATTORNEY:

George Kuprian

RECOMMENDATIONS: **Approved**

COMMENTS:

COUNTY ADMINISTRATOR:

Jim Schug

RECOMMENDATIONS: **Approved**

COMMENTS: