

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD**  
**WASHINGTON COUNTY, MINNESOTA**  
**JANUARY 8, 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, Kriesel, Orth, and Hegberg. Absent none. Board Chair Kriesel presided. Also present were James Schug, County Administrator; Molly O'Rourke, Deputy Administrator; George Kuprian, Assistant County Attorney; Doug Johnson, County Attorney; Don Theisen, Director of Public Works; Barbara Dacy, Housing and Redevelopment Authority Executive Director; Steve Gransee, Division Manager, Property Records and Taxpayer Services; Rebecca Ault, Property Records and Taxpayer Services; Tom Adkins, Community Corrections Director; Kay McAloney, Human Resources Director; Sheriff Bill Hutton; Lowell Johnson, Director of Public Health and Environment; Mjyke Nelson, Information Technology Director; and Steve Nelson, Public Information Coordinator II.

The Board recited the Pledge of Allegiance.

**UNFINISHED BUSINESS FROM 2007**

The Board Chair asked for unfinished business from 2007. There was none. Commissioner Peterson moved to adjourn sine die. Commissioner Pulkrabek seconded the motion and it was adopted unanimously.

A new roll call was taken. Present were Commissioners Peterson, Pulkrabek, Kriesel, Orth and Hegberg.

**ELECTION OF WASHINGTON COUNTY OFFICERS FOR 2008**

The County Administrator declared nominations open for temporary Board Chair. Commissioner Peterson nominated Commissioner Kriesel as temporary chair. Commissioner Hegberg seconded the nomination. There were no further nominations and Commissioner Kriesel was unanimously elected temporary chair.

Temporary Chair Kriesel declared nominations open for Board Chair of the Washington County Board of Commissioners for 2008. Commissioner Peterson nominated Commissioner Hegberg. Commissioner Orth seconded the nomination. No further nominations were heard. Commissioner Peterson moved to elect Commissioner Hegberg as Washington County Board Chair for 2008. Commissioner Orth seconded the motion and it was adopted unanimously.

Commissioner Orth moved to nominate Commissioner Peterson as Vice Chair for 2008. Commissioner Pulkrabek seconded the nomination. No further nominations were heard. Commissioner Orth moved to elect Commissioner Peterson as Vice Chair for 2008. Commissioner Pulkrabek seconded the motion and it was adopted unanimously.

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Commissioner Pulkrabek thanked Commissioner Kriesel for the outstanding job he did as County Board Chair in 2007. Board Chair Hegberg presented outgoing Chair Kriesel with a plaque honoring him for his service as Chair for the past year.

### **COMMENTS FROM THE PUBLIC**

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

### **BOARD MEETING DATES FOR 2008**

Commissioner Orth moved to set meetings of the Washington County Board of Commissioners for the year 2008 for the first four Tuesdays of each month excluding any Tuesday which is a legal holiday, at 9:00 a.m. and that the Chair can call an evening meeting when necessary to conduct business or to allow for evening access by citizens or interested parties. Commissioner Peterson seconded the motion and it was adopted unanimously.

### **CONSENT CALENDAR**

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

1. Approval of the December 18, 2007, Board meeting minutes.
2. Adoption of **Resolution No. 2008-001** as follows:

#### Award of 2008 Newspaper Publication Bids

WHEREAS, pursuant to bid advertisement, newspaper publication bids were received until 2:00 p.m., December 5, 2007 for the following publications:

- 1) Official Board Proceedings (Board minutes in summary form)
- 2) Legal Notices
- 3) Delinquent Real Estate Tax List
- 4) Financial Statement (first & second publication)

WHEREAS, timely bids were received from the Lillie Suburban Newspapers, St. Croix Valley Press, White Bear Press, and the Forest Lake Times; and

WHEREAS, Washington County newspaper publishing awards are based on lowest index number for all bids; and

WHEREAS, pursuant to authority contained in Minn. Stat. 331A.12 the Department of Transportation and Physical Development may designate

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the Washington County Web Site as the official publication of transportation projects legal notices.

NOW, THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners hereby awards newspaper publication bids for 2008 as follows:

- 1) Official Proceedings of the Washington County Board of Commissioners (Board Minutes in Summary Form): Lillie Suburban
- 2) Legal Notices: Lillie Suburban
- 3) Notice and List of Real Estate Taxes Remaining Delinquent: Lillie Suburban
- 4) First Publication of the Financial Statement for year ending December 31, 2007: Lillie Suburban
- 5) Second publication of the Financial Statement to be distributed as an insert: White Bear Press

BE IT FURTHER RESOLVED, that the Washington County, MN web site is designated the official publication for transportation project legal notices; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to each newspaper.

3. Approval of appointments/reappointments to advisory committees for 2008:

District 1

Lloyd Knudson, Hugo, reappointed to the Community Corrections Advisory Board, to a fourth and final term to December 31, 2009;

Bo Bogotty, Forest Lake, reappointed to the Community Development Block Grant Citizen’s Advisory Committee, to a second and final term expiring December 31, 2010;

Gary Vidlock, Mahtomedi, reappointed to the Library Board, to a second and final term expiring December 31, 2010;

Christopher Ness, Marine on St. Croix, reappointed to the Parks and Open Space Commission, to a third and final term expiring December 31, 2010;

Terry Smith, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a second term expiring December 31, 2008;

District 2

Todd Bruehl, Woodbury, reappointed to the Community Corrections Advisory Board, to a second term expiring December 31, 2009

Manley Ellertson, Oakdale, reappointed to the Historic Courthouse Advisory Council, to a third term expiring December 31, 2009;

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District 3

Richard Gustafson, Stillwater, reappointed to the Community Corrections Advisory Board, to a third term expiring December 31, 2009;

Marguerite Rheinberger, Stillwater, appointed to the Public Health Emergency Preparedness Advisory Committee, to a first term expiring December 31, 2008;

District 4

Sheila Colbert, Cottage Grove, reappointed to the Historic Courthouse Advisory Council, to a second term expiring December 31, 2009;

Daniel Bigham, Cottage Grove, appointed to the Public Health Emergency Preparedness Advisory Committee, to a first term expiring December 31, 2008;

District 5

Jean Brown, Woodbury, reappointed to the Historic Courthouse Advisory Council, to a fourth and final term expiring December 31, 2009;

At Large

Janice Meyer, Afton, reappointed to the Audit Committee, to a second term expiring December 31, 2010;

Richard Adams, St. Paul Park, reappointed to the Board of Adjustment & Appeals, to a term expiring December 31, 2010;

Susan Kaintz, Cottage Grove, reappointed to the Community Development Block Grant Citizens Advisory Committee, to a first full term expiring December 31, 2010;

Raymond Stevens, Stillwater, reappointed to the Groundwater Advisory Committee, to a second term expiring December 31, 2009;

Bonita Sindelir, Woodbury, reappointed to the Library Board, to a second and final term expiring December 31, 2010;

Joyce Welander, Stillwater, reappointed to the Minnesota Extension Committee, to a third and final term expiring December 31, 2010;

Becky Meyer, Oakdale, reappointed to the Minnesota Extension Committee, to a first full term expiring December 31, 2010;

Vincent Anderson, Stillwater, reappointed to the Personnel Board of Appeals, to a term expiring December 31, 2010;

Dr. David Hale, St. Paul, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a third term expiring December 31, 2008;

Debra Esse, Woodbury, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a second term expiring December 31, 2008;

Jon Mueller, Stillwater, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a fourth and final term expiring December 31, 2008;

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At Large (continued)

Robert Byerly, Cottage Grove, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a third term expiring December 31, 2008;

Sheriff Bill Hutton, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a second term expiring December 31, 2008;

Bo Bogotty, Forest Lake, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a second term expiring December 31, 2008;

James Keller, Denmark Township, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a third term expiring December 31, 2008;

Katherine Grimm, St. Paul, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a third term expiring December 31, 2008;

Joseph Bauer, Stillwater, reappointed to the Public Health Emergency Preparedness Advisory Committee, to a third term expiring December 31, 2008;

The County Board affirms the following committee appointments:

Bill Sullivan, Oakdale, Law Enforcement Representative, reappointed to the Community Corrections Advisory Board, to a first term expiring December 31, 2009;

Travis Schwantes, Public Defender Representative, reappointed to the Community Corrections Advisory Board, to a term expiring December 31, 2009;

Sheriff Bill Hutton, County Law Enforcement, reappointed to the Community Corrections Advisory Board, to a second term expiring December 31, 2009;

Mary Waldkirch, Victims Representative, reappointed to the Community Corrections Advisory Board, to a term expiring December 31, 2009;

Sonnie Smith, Minority Representative, reappointed to the Community Corrections Advisory Board, to a term expiring December 31, 2009;

Linda Eckhardt, Mental Health Professional Representative, reappointed to the Mental Health Advisory Council, to second and final term expiring December 31, 2010;

Suzanne Hurlburt, Consumer Representative, reappointed to the Mental Health Advisory Council, to a second and final term expiring December 31, 2010;

Peggy Herzog, Consumer Representative, reappointed to the Mental Health Advisory Council, to fill an unexpired term to December 31, 2008;

Anja Kuehne-Welsh, Consumer Representative, appointed to the Mental Health Advisory Council, to a first term expiring December 31, 2010;

Bruce Eisenmenger, Adult Mental Health Professional, reappointed to the Mental Health Advisory Council, to a second and final term expiring December 31, 2010;

Kathleen Downing, Family Member, reappointed to the Mental Health Advisory Council, to a second and final term expiring December 31, 2010.

4. Approval of a Memorial Day appropriation of \$100 each, upon request, in 2008 for the Stillwater Citizens' Memorial Day Association and Washington County posts and barracks.

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5. Approval of Policy #6009, Travel Policy for Elected Officials, including Airline Travel Credit.
6. Approval of purchase of service agreement with Human Services, Inc. for domestic abuse assessment and treatment, the P.L.A.C.E. program in Stillwater, the Community Options Program, and the VOICES program.
7. Approval to renew Purchase of Service Agreements with: White Bear Lake Community Counseling Center, Forest Lake Youth Service Bureau, and the Youth Service Bureau, Inc.
8. Approval to renew contracts for Multi Systemic Therapy (MST), a research-based intensive in-home therapy program and alternative to juvenile placement.
9. Adoption of **Resolution No. 2008-002** as follows:

Accept a Title II Juvenile Justice Grant from the  
Office of Justice Programs

WHEREAS, Washington County Community Corrections has an increasing number of juveniles on probation from culturally diverse communities; and

WHEREAS, Washington County Community Corrections has a significant number of juveniles on probation for assaultive offenses; and

WHEREAS, Washington County Community Corrections has been awarded a Title II Grant to continue implementation of two evidence-based interventions for high-risk juveniles on probation; and

WHEREAS, Washington County Community Corrections will continue a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety for the second year of a 3 year grant cycle.

NOW THEREFORE BE IT RESOLVED, that the Director of Community Corrections is authorized to execute such agreements and amendments, as are necessary to implement the Title II Grant from January 1, 2008 until December 31, 2008.

10. Approval of the January 1, 2008 – June 30, 2009 contract with Alpha and Omega USA (dba) Travelon Transportation to provide transportation services for adults using waived services.
11. Approval of the 2008 contract with the American Red Cross Twin Cities Area Chapter to provide emergency social services and crisis response services to Washington County Community Services.
12. Approval of the 2008-2011 contract with Bachmann & Associates, Inc. for adult outpatient chemical dependency treatment.

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13. Approval of contract amendment with Blue Plus, a Minnesota health maintenance organization, to provide care coordination services for enrollees of the Managed Care for Persons with Disabilities program.
14. Approval of the 2008-2011 contract with Burkwood, Inc. for adult residential chemical dependency treatment.
15. Approval of the 2008-2010 contract with CommonBond Communities to provide financial case management, a home and community-based service.
16. Approval of the 2008-2011 contract with Dakota County Receiving Center for adult residential chemical dependency treatment and detoxification services.
17. Approval of the 2008-2010 contract with Family Means to provide home and community-based services.
18. Approval of the 2008-2011 contract with Kinnic Falls Alcohol-Drug Abuse Services, Inc. for adult residential chemical dependency treatment.
19. Approval of the 2008-2010 contract with Metro Social Services, Inc. to provide home and community-based services.
20. Approval of the 2008-2011 contract with On Belay of Minnesota – Anthony Lewis Center for adolescent outpatient chemical dependency treatment.
21. Approval of the 2008-2010 contract with People, Inc. to provide home and community-based services.
22. Approval of the January 1, 2008, to June 30, 2009, contract with Twin Cities Transportation, Inc. to provide transportation services for adults using waived services.
23. Approval of the 2008-2011 contract with We Care Counseling Center for adult outpatient chemical dependency treatment.
24. Approval of the Washington County Plan for administration of the Child Care Assistance Program for the period of January 1, 2008 through December 31, 2009.
25. Approval to amend the county's cafeteria plan language of "dependent" to include among others, unmarried children under the age of 25, regardless of student status", to take effect January 1, 2008.

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26. Approval of an additional 1.0 FTE Deputy Sheriff Patrol Officer in the Sheriff's Department.
27. Approval of Washington County Library contract for service provided to Stillwater Public Library for 2008.
28. Adoption of **Resolution No. 2008-003** as follows:

Authorization to Enter a Grant Agreement with the  
Minnesota Department of Public Safety for the  
Safe Communities Coalition

BE IT RESOLVED, that the Washington County Department of Public Health and Environment enter into a grant agreement with the Office of Traffic Safety in the Minnesota Department of Public Safety for the project entitled "Safe Communities Coalition" during the period from October 1, 2007 through September 30, 2008 for the amount of \$24,500; and

BE IT FURTHER RESOLVED, that Lowell R. Johnson is hereby authorized to execute such grant agreements as are necessary to implement the project on behalf of the Washington County Department of Public Health and Environment.

29. Approval of an agreement with Xcel Energy for the authority to operate a fluorescent lamp recycling and reimbursement program.
30. Approval to enter into agreements with the following contracted wellness program staff for on-site county employee wellness activities: Mary Hanf, Laura Holmes, Therese A. May, Lucinda Pepper, Carla Schoenecker, and Shawn Svendon-Cates.
31. Approval of Motorola Change Order #9 to the Radio Service Agreement for a three month extension through March 31, 2008.

The foregoing Consent Calendar was adopted unanimously.

**PROPERTY RECORDS AND TAXPAYER SERVICES**

Commissioner Peterson moved to adopt **Resolution No. 2008-004** as follows:

Resolution Approving the Sale of Tax-Forfeited Land to the City  
of Cottage Grove for an Authorized Public Purpose

WHEREAS, the County Board of Commissioners of the County of Washington State of Minnesota, desires to offer for sale #21.027.21.41.0032, which has forfeited to the State of Minnesota for non-payment of taxes; and

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WHEREAS, the parcel is classified as non-conservation, and the classification and sale of the parcel has been approved by the Department of Natural Resources and the City of Cottage Grove; and

WHEREAS, the City of Cottage Grove has made the proper application for acquiring this piece of land for a public purpose, as provided for in Minnesota Statutes 282.01.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby determines the value of parcel #21.027.21.41.0032 is \$13,200; and

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby approves the sale of parcel 21.027.21.41.0032 to the City of Cottage Grove for the public purpose described in their application.

Municipality: Cottage Grove

Parcel Identification Number: 21.027.21.41.0032

Authorized Public Purpose: Future development "Red Rock Corridor"

Commissioner Pulkrabek seconded the motion and it was adopted unanimously.

## **PUBLIC HEARING – HOUSING AND REDEVELOPMENT AUTHORITY**

### **Request to Modify Redevelopment Area and Create a Housing TIF District in Forest Lake**

The County Board Chair presented a brief overview of today's public hearing to consider a request by the Housing and Redevelopment Authority to modify an existing Redevelopment Plan Project No. 2 and to Create a New Housing Tax Increment Financing (TIF) District No. 2-2, TrailSide Senior Living in Forest Lake. The Board Secretary indicated that notice of the public hearing was published and the affidavit of publication is on the record.

Barbara Dacy, Housing and Redevelopment Authority (HRA) Executive Director, presented their request to use tax increment to enable the construction of an affordable senior housing development in Forest Lake. They propose to expand the project area to include the two parcels in Forest Lake, the proposed HRA senior rental building and the proposed Walker Methodist market rate building. They will use the tax increment from the Walker Methodist parcel to help pay for the debt service. The HRA proposal consists of 70 units, 35 one bedrooms, 35 two bedrooms, with an aggressive affordability range. They would like 20% of the units as low as \$400 to \$500 per month in rent, but all of the development will be below 60% AMI or about \$38,000 to \$39,000 a year for one or two person senior households. The HRA building is proposed to be architecturally integrated with the Walker building, and 10% will be designed for the disabled. The Walker facility, named the Forest Bay Lodge, will be up to 176 units and will consist of both market rate independent living and assisted living with a memory care unit as well.

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Ms. Dacy stated that the project costs for the HRA building are estimated to be about \$15.2 million. They are proposing to finance with bonds about half of the project costs. They would like to use the tax increment to help pay for the B Series Bonds on the project. The bonds to be sold will be about \$8 million and will be split into two series, A Series and B Series. They are looking for the tax increment financing to help with the B Series, and then the A Series will be supported from the cash flow from the project. At the February meeting, they will also be asking the county to pledge its general obligation so they can get the lowest rate possible. They are analyzing who needs to be the issuer on the bonds. State law requires that with TIF, the county would have to be the issuer on the B Bonds, and they are trying to find a solution that they could have just one issuer on both series of bonds. The rest of the project costs will be financed by HRA funds or loans or grants.

Ms. Dacy indicated that if there is no tax increment, the project cannot proceed. They are offering very affordable rents, but they have to pay the bills to run an apartment building, so the TIF helps in the annual cash flows. She asked that the County Board continue the public hearing to February 5, 2008, at which point they would ask the Board to approve the resolution.

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

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

Commissioner Peterson moved to continue the public hearing to consider a request by the Housing and Redevelopment Authority to modify an existing Redevelopment Plan Project No. 2 and to Create a New Housing Tax Increment Financing District No. 2-2, TrailSide Senior Living in Forest Lake to February 5, 2008. Commissioner Orth seconded the motion and it was adopted unanimously.

## **GENERAL ADMINISTRATION**

### **Commissioner Committee Appointments**

Commissioner Pulkrabek moved to appoint Commissioners to the MELSA Board, Metropolitan Emergency Services Board, and the Metropolitan Mosquito Control Board as follows:

MELSA – Commissioner Myra Peterson

Metropolitan Emergency Services Board – Commissioner Greg Orth and Commissioner Myra Peterson

Metropolitan Mosquito Control Board – Commissioner Dennis C. Hegberg and Commissioner Myra Peterson

Commissioner Kriesel seconded the motion and it was adopted unanimously.

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**COMMISSIONER REPORTS – COMMENTS – QUESTIONS**

Commissioner Peterson reported that she attended the organizational meeting of a coalition that will be advocating for the Hastings Bridge. She reiterated that a report was written in 1989 identifying bridges that needed to be replaced in the east metro: Bridge No. 3 was the Stillwater Bridge; Bridge No. 4 was the Hastings Bridge; Bridge No. 8 was the Wakota Bridge; and No. 10, was the St. Paul Park Bridge. The Stillwater and Hastings bridges both had lower ratings than the Wakota Bridge. She felt the Wakota Bridge was built because they did have a coalition of multi-jurisdictions. The Hastings Bridge coalition is underway and she encouraged Stillwater to get its coalition up and running.

Commissioner Peterson reminded the Board of two MICA meetings coming up this month on the 16th and the 23<sup>rd</sup>. March 5 is the Transportation Alliance meeting at the legislature and encouraged all the Commissioners to attend that meeting also. She will be attending a meeting in Hastings with the Chamber of Commerce to discuss transportation. She encouraged the Commissioners to attend one of those meetings. One meeting is on January 10 at 7:30 in Hastings, another is in Lakeville on January 16, and one in St. Paul on Wednesday, January 9 at 2:00 p.m.

Commissioner Pulkrabek will be meeting with constituents tomorrow. Also, the Finance Committee will meet today after the Board Workshops.

Commissioner Orth, reported on a flood meeting he attended in Woodbury last Friday. The South Washington Watershed District discussed funding sources. On January 23 at 5:00 p.m. there will be an open house at the Government Center to address the National Flood Insurance Program, FEMA Flood Maps and insurance issues. He also noted that 3M will be holding a PFC meeting in Woodbury on Thursday night. He will not be able to attend because the Public Health Emergency Preparedness Committee will also be meeting. He asked that someone from the Public Health and Environment department attend that meeting in Woodbury. Commissioner Peterson volunteered to attend that meeting for him.

Commissioner Hegberg reported that the bus service from Forest Lake to Minneapolis started yesterday. He is happy to say that they had overflow parking.

Commissioner Kriesel reported he has been working with the Veteran's Rest Camp on their 2008 budget. He met with Mayor Zeller of Lakeland to discuss the County Road 18 project.

**BOARD CORRESPONDENCE**

Board correspondence was received and placed on file.

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**ADJOURNMENT**

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

**BOARD WORKSHOP WITH THE OFFICE OF ADMINISTRATION**

The Board met in workshop session with the Office of Administration to discuss the 2008 Commissioner Committee Assignments. No business was transacted and the public was welcome to attend. Present for the workshop session were Commissioners Peterson, Pulkrabek, Hegberg, Orth, and Kriesel. Also present were Jim Schug, Molly O'Rourke, Patricia Raddatz, Tom Adkins, Dan Papin, Pat Conley, Yvonne Klinnert, Stillwater Courier, and Kevin Giles, Star Tribune.

**BOARD WORKSHOP WITH THE OFFICE OF ADMINISTRATION**

The Board met in workshop session with the Office of Administration for Comp Plan discussion on housing and Library siting issues. No business was transacted and the public was welcome to attend. Present for the workshop session were Commissioners Peterson, Pulkrabek, Hegberg, Orth, and Kriesel. Also present were Jim Schug, Molly O'Rourke, Pat Conley, Don Theisen, John Elholm, Ann Pung-Terwedo, Amanda Hollis, and Barbara Dacy.

Dennis C. Hegberg, Chair  
County Board

Attest:

James R. Schug  
County Administrator