



**BOARD AGENDA**  
**October 3, 2023 - 9:00 AM**

**Board of Commissioners**

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

1. 8:30 **Personnel Committee**

2. 9:00 **Roll Call**

**Pledge of Allegiance**

3. 9:00 **Comments from the Public**

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

4. 9:10 **Consent Calendar - Roll Call Vote**

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

- A. Approval of the September 12, 2023, County Board meeting minutes.
- B. Adopt a resolution reappointing Edward Marchan, West Lakeland Township, to a fifth term expiring November 13, 2026, as Manager on the Valley Branch Watershed District.
- C. Adopt a resolution reappointing Don Pereira, Afton, to a second term expiring November 13, 2026, as Manager on the Valley Branch Watershed District.
- D. Approval to set a public hearing for November 7, 2023, for a new ordinance to create a Housing Trust Fund for Local Housing Development.
- E. Approve Contract No. 15926 with YMCA of the North in the amount of \$189,000 for the period of October 1, 2023, through September 30, 2025, for Family Homeless Prevention Assistance Program (FHPAP) funds.
- F. Approve Contract No. 15924 with Valley Outreach in the amount of \$300,000 for the period of October 1, 2023, through September 30, 2025 for Family Homeless Prevention Assistance Program (FHPAP) funds.
- G. Approve Contract No. 15923 with Solid Ground in the amount of \$546,000 for the period of October 1, 2023, through September 30, 2025 for Family Homeless Prevention Assistance Program (FHPAP) funds.
- H. Approve Contract No. 15925 with Community Action Partnership of Ramsey and Washington Counties in the amount of \$335,000 for the period of October 1, 2023, through September 30, 2025 for Family Homeless Prevention Assistance Program (FHPAP) funds.



**Consent Calendar continued**

- I. Adopt a resolution to recognize October 2023 as Cybersecurity Awareness Month.
  - J. Approval of a 1.0 FTE Senior Communications Specialist position to begin in 2023.
  - K. Approval of a 1.0 FTE Elections Technician position to start in 2023.
  - L. Approval of a 1.0 FTE CAMA Coordinator position in the Property Records and Taxpayer Services Department.
  - M. Reject bids that were received on September 12, 2023, for two Patrol Boats.
5. 9:10 **Public Hearing - Public Health & Environment** - Caleb Johnson, Sr Community/Environmental Health Program Manager
- A. Conduct a Public Hearing on proposed revisions to Washington County Youth Access to Tobacco Ordinance #185.
6. 9:45 **Information Technology** - Patrick Gangl, IT Manager
- A. Approve Contract No. 15643 with Avante Solutions Inc. in the amount of \$561,675 for IT service management enterprise application solutions, for the period of signature to July 31, 2026.
7. 10:00 **Property Records and Taxpayer Services** - Amy Stenftenagel, Director
- A. Adopt a resolution honoring staff in the Property Records and Taxpayer Services Department and declaring October 2-6, 2023, Customer Service Week in Washington County.
8. 10:15 **General Administration** - Tina Elam, Communications Manager (item A)  
- Kevin Corbid, County Administrator (item B)
- A. Approval to enter into negotiations with BR8KTRHU for the Washington County Comprehensive Website Evaluation.
  - B. Consideration of Personnel Committee recommendation regarding county Health Savings Account contribution.



9. 10:45 **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.*

10. 11:00 **Board Correspondence**

11. 11:00 **Executive (Closed) Session - County Administrator's Performance Review**

- A. Executive (closed) session to conduct the annual performance review for County Administrator Kevin Corbid.

12. 12:00 **Adjourn**

13. 12:00-12:15 **Break**

14. 12:15 **Board Workshop with Public Works**

- A. Overview of the Public Works grant planning process and provide information on three upcoming grants: Regional Solicitation, Local Road Improvement Program (LRIP), and Safe Routes to Schools (SRTS).

15. 12:45 **Board Workshop with Administration and Public Works**

- A. Review the draft 2024-2028 Capital Improvement Plan (CIP).