



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
FEBRUARY 28, 2023**

**WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY CONVENES**

The Washington County Regional Railroad Authority (WCRRA) met in regular session at 9:00 a.m. in the Washington County Government Center, County Board Room. Present were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. WCRRA Chair Bigham presided. Also present were Kevin Corbid, County Administrator; Susan Tice, County Attorney Civil Division Chief; Stephanie Kammerud, Administrative Assistant; and county staff. Official Proceedings of the Regional Railroad Authority are available in the Office of Administration.

The Board recited the Pledge of Allegiance.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES**

The Washington County Board of Commissioners met in regular session at 9:31 a.m. in the Washington County Government Center, County Board Room.

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

Also Present: Kevin Corbid, County Administrator  
                  Sue Tice, County Attorney Civil Division Chief  
                  Stephanie Kammerud, Administrative Assistant

**COMMENTS FROM THE PUBLIC**

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

**CONSENT CALENDAR**

Commissioner Miron moved, seconded by Commissioner Bigham, to adopt the Consent Calendar as follows:

1. Approval of 1.0 FTE Case Aide position in the Crisis Response Unit within the Department of Community Services.
2. Approve Amendment No. 3 of Contract No. 13133 with Pro-Crisis, LLC. to extend the contract through December 31, 2023.
3. Approve Amendment No. 5 of Contract No. 12135 with RADIAS Health for the amount of \$70,000 and to extend the contract through December 31, 2023.

4. Approve Contract No. 15349 for a Grant Agreement for Mobile Crisis SFY23 Federal Medical Assistance Percentage (FMAP) and Coronavirus Response and Relief Supplement Appropriations Act (CAA) Funding \$190,822 from the Minnesota Department of Human Services.
5. Approval of Contract No. 15299 with Pictometry International Corp. DBA Eagleview, to a final contract value of \$119,805.48, for aerial imagery and access to cloud-based software.
6. Approve Joint Powers Agreement for Election Services between the City of Cottage Grove and Washington County.
7. Approve a Subordinate Funding Agreement #3 (SFA) with Metropolitan Council to receive \$1,701,040 to furnish, assemble, test, and inspect traffic signal equipment systems in the Washington County portions of the METRO Gold Line project.
8. Approve a Subordinate Funding Agreement #4 (SFA) with the Metropolitan Council to transfer \$3,500,000 that the State Legislature appropriated to MnDOT via the Local Road Improvement Program for the 4th Street Bridge replacement as part of the METRO Gold Line project.
9. Approval of **Resolution No. 2023-014** as follows:

**LOCAL ROAD IMPROVEMENT PROGRAM FUNDING  
RESOLUTION**

**WHEREAS**, Washington County (“County”) has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

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

**WHEREAS**, the amount of the grant has been determined to be \$3,500,000 for the purpose of construction of the 4<sup>th</sup> Street Bridge, as part of the Gold Line Bus Rapid Transit Project (“Project”); and

**WHEREAS**, the Metropolitan Council is the public entity charged with constructing the Project and has entered into a construction contract for the Project, including the 4<sup>th</sup> Street Bridge; and

**WHEREAS**, the County intends to enter into Subordinate Funding Agreement (SFA) #4 with the Metropolitan Council (“Council”) to provide the amount of \$3,500,000 to the Council for use in the construction of the 4<sup>th</sup> Street Bridge.

**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, 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 project but not required. The Chair of the Board of the County is authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

**BE IT FURTHER RESOLVED**, that the Washington County Board of Commissioners does hereby authorize its Chair to execute SFA#4 and further hereby delegates authority to the Public Works Director to execute any amendment to SFA #4 that would increase the amount of funding received by the County from the Council to fulfill the purposes of SFA #4.

10. Approval of **Resolution No. 2023-015** as follows:

**RESOLUTION SUPPORTING SUBMITTAL OF AN APPLICATION  
TO REQUEST FUNDING FROM THE MINNESOTA  
DEPARTMENT OF TRANSPORTATION THROUGH THE 2022  
CORRIDORS OF COMMERCE SOLICITATION**

**WHEREAS**, the Minnesota Department of Transportation (MnDOT) has accepted project recommendations for the 2022 Corridors of Commerce funding solicitation program; and

**WHEREAS**, Washington County has submitted a project recommendation to convert the signalized intersection into a grade-separated interchange at Trunk Highway (TH) 36 and TH 120; and

**WHEREAS**, the intersection of TH 36 and TH 120 is partially located Washington County, Minnesota; and

**WHEREAS**, this intersection provides access to the residential, business, commercial, and recreational areas of Oakdale, North St. Paul, and the eastern Twin Cities metro; and

**WHEREAS**, the TH 36 and TH 120 corridors are continuing to experience a growth in traffic and congestion; and

**WHEREAS**, the current intersection is insufficient to meet capacity demands today and the growth anticipation in the future; and

**WHEREAS**, improvements to this intersection are essential to the economic health and welfare of the region; and



**WHEREAS**, this project will protect and enhance mobility and safety; and

**WHEREAS**, the project will be of mutual benefit to MnDOT, Washington County, and the cities of Oakdale and North St. Paul.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners support Washington County’s application for funding as part of the 2022 Corridors of Commerce Solicitation.

11. Approval of **Resolution No. 2023-016** as follows:

**RESOLUTION TO ACCEPT METROPOLITAN COUNCIL GRANT AGREEMENT SG-22P1-10-03**

**WHEREAS**, the Metropolitan Council is authorized by Minn. Stat. § 473.301 to make grants eligible to eligible governmental units for the purpose of acquisition of regional recreation open space, in accordance with the Metropolitan Council’s Recreation Open Space Policy Plan; and

**WHEREAS**, the Metropolitan Council has expressed its commitment to issue bonds for acquisition and betterment of regional open space lands (“Council Park Bonds”); and

**WHEREAS**, Washington County is a governmental unit eligible for a Park Acquisition Opportunity Fund Grant to assist in the acquisition of recreation open space lands; and

**WHEREAS**, Washington County Parks applied to Metropolitan Council for a Parks Acquisition Opportunity Fund Grant for partial reimbursement of the purchase price for the property at 14621 Margo Avenue, Scandia, within Big Marine Park Reserve.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners accepts the aforementioned grant from the Metropolitan Council and authorizes its County Board Chair and County Administrator to execute on behalf of the county a Metropolitan Council Grant Agreement SG-22P1-10-03 conditioned upon approval as to form by the Washington County Attorney’s Office.

**BE IT FURTHER RESOLVED**, that the Washington County Board of Commissioners hereby accepts the restrictive covenants to be imposed upon the property at 14621 Margo Avenue by the Metropolitan Council as a condition of the grant and authorizes Washington County to enter into the restrictive covenant agreement through the execution of the County Board Chair and County Administrator.

**BE IT FURTHER RESOLVED**, that the Washington County Board of Commissioners hereby authorizes the recording of said restrictive covenant agreement with the Washington County Recorder's Office.

12. Approval of **Resolution No. 2023-017** as follows:

**TRANSFER HISTORICAL FIREARM TO THE  
CAMP RIPLEY MILITARY MUSEUM**

**WHEREAS**, in 2015, the Washington County's Sheriff's Office seized an Italian Breda Model 30 machine gun; and

**WHEREAS**, the case has now been resolved, however, the item is inoperable with the action and breech being welded closed; and

**WHEREAS**, it cannot legally be owned by a civilian due to registration of these types of weapons ending in 1986.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners hereby approves to transfer the historical firearm to the Camp Ripley Military Museum.

The motion was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Karwoski, Bigham, Clasen, and Kriesel. Nays, none.

**ACCOUNTING AND FINANCE**

**Resolution to Amend the American Rescue Plan Act (ARPA) Project Plan**

Accounting Supervisor Jill Zenzola presented a resolution to amend Washington County's ARPA project plan, which was adopted by the Washington County Board in August 2021.

Ms. Zenzola reported that the Accounting and Finance Department is requesting to change the treasury expenditure category of 10 projects, effective quarter one of 2023. The following ARPA projects will be moved from their current expenditure category, to 6.1 Revenue Replacement – Provision of Government Services: COVID-19 Testing, Planning & Implementation, Protective Equipment & Measures, Payroll and Benefit Costs of those Directly Responding to the Pandemic, Crisis Response Mental Health Service Augmentation, Career Pathways System Project, Housing Outreach Team Supervision, Economic Support Division Assistance, Equitable Services Program, Community Health Worker – Health Equity Initiative and Small Business Technical Assistance Program.

Ms. Zenzola reported that Government Services include any service traditionally provided by a government. Government Services is the most flexible eligible use category under the State and Local Fiscal Recovery Funds program, and funds are subject to a streamlined reporting and compliance requirements. This change will save a significant amount of staff time.

Commissioner Bigham moved to adopt **Resolution No. 2023-018** as follows:

**RESOLUTION AMENDING AMERICAN RESCUE PLAN ACT  
RECOVERY PLAN**

**WHEREAS**, on March 11, 2021, The United States Congress passed the American Rescue Plan Act of 2021 (ARPA), which provides fiscal relief funds to State and Local Governments, and other programs areas aimed at mitigating the continuing effects of the COVID-19 pandemic;

**WHEREAS**, ARPA provided \$65.1 billion in direct aid to counties and allocated hundreds of billions of dollars for public health assistance for vulnerable populations, education and housing stabilization, economic recovery assistance and direct assistance for families and individuals; and

**WHEREAS**, Washington County is a direct recipient of \$50,975,893.00 under ARPA, of which the full amount of the funding has been received as of June 9, 2022, to address the expenditures and impacts of COVID-19 and to replace revenue shortages related to the pandemic; and

**WHEREAS**, through the certification signed by the County, the county agrees to spend the funds as required in the American Rescue Plan Act of 2021 (Pub L. No. 117-2) and agrees to regularly report its spending as required by the United States Department of the Treasury; and

**WHEREAS**, county staff reviewed ARPA eligibility and potential spending options with board members individually and in board workshops on April 13, 2021 to overview ARPA funding for local governments, on May 25, 2021 to review ARPA funding guidance, and on July 27, 2021 to discuss ARPA planning, and on July 12, 2022 to update the recovery plan; and

**WHEREAS**, county staff reviewed the requirements as outlined in ARPA and the Final Rule provided by the United States Department of Treasury (effective on April 1, 2022), as it developed a plan for recommendation to the county board; and

**WHEREAS**, the county board, by resolution, accepted the ARPA funds and adopted a county project plan on August 24, 2021 and updated the plan on July 12, 2022; and

**WHEREAS**, the county board wishes to amend 10 project treasury expenditure categories in the recovery plan effective quarter one of 2023. The following ARPA projects will be moved from their current expenditure category to 6.1 Revenue Replacement – Provision of Government Services: COVID-19 Testing, Planning & Implementation, Protective Equipment &

Measures, Payroll and Benefit Costs of those Directly Responding to the Pandemic, Crisis Response Mental Health Service Augmentation, Career Pathways System Project, Housing Outreach Team Supervision, Economic Support Division Assistance, Equitable Services Program, Community Health Worker – Health Equity Initiative and Small Business Technical Assistance Program.

**NOW, THEREFORE, BE IT RESOLVED** that the Washington County Board of Commissioners does hereby approve the changes and directs staff to update the recovery plan accordingly under the following categories authorized in ARPA and the final guidance:

- Public Health – COVID-19 Mitigation & Prevention and Behavior Health
- Negative Economic Impacts – Assistance to Households and Assistance to Small Businesses
- Public Health – Negative Economic Impact: Public Sector Capacity – General Provisions
- Revenue Replacement – Provisions of Government Services
- Administrative – Administrative Expenses

Commissioner Miron seconded the motion, and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Karwoski, Bigham, Clasen, and Kriesel. Nays, none.

### **PUBLIC WORKS**

Engineer Andrew Giesen presented a consulting contract for the County State Aid Highway (CSAH) 13 (Radio Drive) Improvement Project. This project is identified in the 2023-2027 Capital Improvement Plan as #RB-2672 on CSAH 13 (Radio Drive) from CSAH 20 (Military Road) to Hargis Parkway in the City of Woodbury.

Mr. Giesen reported that this area has seen significant growth throughout the last few years. The City of Woodbury plans to construct a future water treatment plant in the area, and will likely utilize county right-of-way to locate future water lines. The main objectives of the project are to expand the highway from a two-lane highway, to a four-lane highway, add multi-modal trails, manage and treat stormwater run-off, and improve intersection control at Radio Drive and Dale Road. Public engagement and preliminary design will kick off this year, and final design is anticipated to begin in 2024, to allow the necessary right-of-way acquisition to occur prior to construction, which is planned for 2027.

Mr. Giesen reported that this contract for preliminary design services will include project coordination, data collection, utility coordination, public engagement, traffic and intersection analysis, drainage analysis, geotechnical evaluation, environmental documentation, alternative evaluation, and creation of a preferred alternative project layout.



Public Works received six proposals, and SRF Consulting Group was selected to provide preliminary design services. This project will be funded by County State Aid, and Local Contributions from the City of Woodbury.

Commissioner Clasen moved to approve Contract No. 15321 for \$365,394 with SRF Consulting Group for the CSAH 13 (Radio Drive) Improvement Project. Commissioner Bigham seconded the motion, and it was adopted unanimously.

## **GENERAL ADMINISTRATION**

### **State Legislative Update**

Deputy County Administrator Jan Lucke reported that the Association of Minnesota Counties (AMC) Legislative Conference was held virtually last week, due to a winter storm. Commissioners Bigham, Clasen, and Karwoski met with state Senator Tou Xiong, and state representatives Rick Hansen, Amanda Hemmingsen-Jaeger, and Leon Lillie during the conference.

Minnesota Management & Budget (MMB) released an updated budget forecast that will be used to further guide Governor Tim Walz and the Minnesota Legislature in creating the Fiscal Year (FY) 2024-2025 biennial budget, which must be passed prior to the end of session in May. MMB noted that the economic outlook is stable, with \$17.5 billion balance projected for FY 2024-2025. MMB projects that revenues will continue to exceed spending through FY 2027.

Ms. Lucke presented two county board letters of support for state funding requests.

The first letter is to state Senator Karin Housley and state Representative Josiah Hill. This request is from the Washington County Historical Society to support House File 1545 and Senate File 1397, to provide funding of \$600,000 for the Heritage Center project. The funds would pay for a temperature- and humidity-controlled environment for the center's collected artifacts and documents.

Commissioner Miron moved to approve the letter of support to Senator Housley and Representative Hill. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

The second letter is to state Representative Athena Hollins and state Senator John Marty. This request is from Ramsey County to support House File 1686 and Senate File 2033, to provide \$75 million to Ramsey County to provide shelter space and services to families and individuals who are experiencing homelessness.

Commissioner Bigham moved to approve the letter of support to Representative Hollins and Senator Marty. Commissioner Clasen seconded the motion, and it was adopted unanimously.



County Administrator Kevin Corbid presented four letters of support to the Minnesota Department of Employment and Economic Development for requests being made to the Border-to-Border Broadband Grant program. Letters are drafted from individual commissioners by their respective areas, on behalf of Midco (May Township), and Comcast (Denmark Township, Stillwater Township, and cities of Grant and Hugo). In each case, the entities have requested a match through the county's broadband program using ARPA funding.

Commissioner Miron moved to approve all four letters. Commissioner Bigham seconded the motion, and it was adopted unanimously.

### **Federal Legislative Update**

Ms. Lucke presented proposed projects for FY2024 Community Funding Project requests.

#### **County Road 19A/100<sup>th</sup> Street Realignment (Railroad Overpass) – Cottage Grove**

The proposed project would realign current County Road (CR) 19A to an east-west arterial route connecting the current interchange of CR 19 and Highway 61 to an intersection with Jamaica Avenue in the City of Cottage Grove. This realignment will provide a direct truck route and commuter route to this area, generating and supporting economic development. This connection will also improve access to the 3M Cottage Grove Center facility, and implement a grade-separated crossing of a busy rail line. Total project cost is \$47 million, and the county would request \$3 million.

#### **Trunk Highway 96 (Dellwood Road)/Norell Avenue/Stonebridge Trail Roundabout – Stillwater Township/City of Stillwater**

The proposed project would replace two existing intersections along Highway 96 with one roundabout. The project would improve safety for all users and offer a trail connection link to Otto Berg Memorial Park to the Brown's Creek State Trail. Total project cost is \$3 million, and the county would request \$2.25 million.

#### **Hardwood Creek Regional Trail Extension – City of Hugo**

The Hardwood Creek Regional Trail is a north-south multiuse trail in northwestern Washington County and runs on 11 miles of former railroad right-of-way. A roughly one-mile gap in the trail exists where the rail line remains active in the City of Hugo. The proposed extension project will address this key gap in the trail network, provide improved bike and pedestrian access to important local destinations, and be the missing link in connecting neighboring counties' trail networks, including Chisago's Sunrise Prairie Regional Trail and Ramsey County's Bruce Vento Regional Trail. Total project cost is \$2 million, and the county would request \$1.5 million.

#### **Public Safety Support - Countywide**

**Airboat(s):** The Washington County Sheriff's Office is requesting two airboats to replace existing airboats. These flat bottom boats are used for search and rescue in areas too shallow for a regular boat, or on ice in varying conditions. These boats allow the Sheriff's Office to safely navigate and transition from solid ground, swamp, ice, or open water. They are used in local waterways, as well as regional bodies of water, including the St. Croix and Mississippi rivers. Each boat costs \$350,000.

Digital Evidence Management System: The Washington County Sheriff's Office is requesting funding for the implementation of a Digital Evidence Management System (DEMS). The current management process has space limitations and does not allow staff or other public safety agencies to add videos and photos. The workaround of using separate software and hardware continues to cause performance issues. DEMS would be available to all public safety entities for uniformity, as well as efficient and effective communication of this evidence type to attorneys via a government cloud solution. The technology implementation would cost \$300,000.

Total project cost is \$1 million, and the county would request \$1 million as a countywide project.

Ms. Lucke noted that once the county has identified projects that the Minnesota House members are supporting, staff will submit identical projects to the Minnesota Senate members. Ms. Lucke concluded that with the board's support, staff will begin conversations with the legislative delegation about these projects.

### **Date Change on the 2023 Board Meeting Calendar**

Mr. Corbid requested to move the board meeting on Tuesday, December 5, 2023. This is a late afternoon/evening meeting, which includes the public budget meeting that must occur after 6:00 p.m. Mr. Corbid recommends moving this meeting to Thursday, December 7, 2023. Commissioner Karwoski moved to make that change to the board meeting calendar. Commissioner Bigham seconded the motion, and it was adopted unanimously.

### **Employee Engagement Survey Update**

Mr. Corbid reported that the county's Employee Engagement Survey was scheduled to close today, and the survey has been extended through Friday. Currently, the survey has had 75% participation.

### **COMMISSIONER REPORTS**

Commissioners reported on meetings and other events they attended. Please see archived web streaming of the board meeting for full commissioner reports at [www.co.washington.mn.us](http://www.co.washington.mn.us), under "County Board."

### **BOARD CORRESPONDENCE**

No board correspondence was received.

### **ADJOURNMENT**

There being no further business to come before the Board, Commissioner Miron moved to adjourn. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 11:03 a.m.

**BOARD WORKSHOP WITH ADMINISTRATION**

The board met in workshop session to review of the Land and Water Legacy Program, funding needs for potential projects, and future funding options. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

**BOARD WORKSHOP WITH PUBLIC WORKS**

The board met in workshop session to review potential purchase of approximately 685 acres within Big Marine Master Plan in May Township. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

**BOARD WORKSHOP WITH ADMINISTRATION**

The board met in workshop session to discuss 2024 budget development, guidelines and principles. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

*Kevin Corbid*

Kevin Corbid  
County Administrator

*Gary Kriesel*

Gary Kriesel  
County Board Chair