



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MARCH 14, 2023**

WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES

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: 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

The Board recited the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

Board Chair Kriesel asked for comments from the public.

Mr. Dan Dolan, Woodbury, thanked the Public Works Department for a job well done of removing 80 inches of snow off county roads this winter. Mr. Dolan said staff have done a commendable job of keeping the roads clear and safe.

CONSENT CALENDAR

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

1. Approval of the February 21, 2023, and February 28, 2023, County Board meeting minutes.
2. Approve Contract No. 15367 for a Grant Agreement with the Minnesota Department of Human Services for Federal Medical Assistance Percentage (FMAP) on Medicaid expenditures for Home and Community Based Services (HCBS) funding allocated to the Washington County Adult Mental Health Initiative (AMHI) for \$265,157 for the period of January 1, 2023, through March 31, 2024.
3. Approval for Washington County Community Services to apply for a Minnesota Housing Finance Agency grant to provide Family Homeless Prevention and Assistance Program (FHPAP) services.

4. Approve Post-Employment Health Care Savings Plan for The International Union of Operating Engineers Local No. 49 Unit and direct the Director of Human Resources to sign the agreement on behalf of the county.
5. Approve Contract No. 15368 with DataBank MIX, LLC for implementation, licensing, maintenance and support for OnBase electronic document storage.
6. Approval of an application for On-Sale and Sunday Liquor License renewals and new Off-Sale Liquor License for StoneRidge Golf Club Inc. in West Lakeland Township.
7. Approval of an application for an Off-Sale Liquor License for Holiday Stationstores, LLC in Denmark Township.
8. Approval of an application for renewal of an On-Sale and Sunday Liquor License for The Keystone Weddings and Events LLC in May Township, Minnesota.
9. Approval of an application for renewal of an On-Sale and Sunday Liquor License for VR US Holdings DBA Afton Alps, in Denmark Township.
10. Approval of **Resolution No. 2023-021** as follows:

**RESOLUTION SUPPORTING SUBMITTAL OF GREAT RIVER
GREENING GRANT APPLICATION TO THE 2024
LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA
RESOURCES ENVIRONMENTAL AND NATURAL RESOURCES
TRUST FUND RFP**

WHEREAS, the Legislative-Citizen Commission on Minnesota Resources (LCCMR) is accepting 2024 Request for Proposals for use of funds within the Environmental and Natural Resources Trust Fund (ENRTF); and

WHEREAS, Minnesota Constitution Art. XI, Sec.14: states “The assets of the fund shall be appropriated by law for the public purpose of protection, conservation, preservation, and enhancement of the state’s air, water, land, fish, wildlife, and other natural resources.”; and

WHEREAS, the 2024 RFP states proposals that: “address prevention strategies for protecting natural resources, that include citizen and community involvement in scientific efforts, or that implement or identify clear strategies for implementing research results are strongly encouraged.”; and

WHEREAS, Washington County stewards over 4,773 acres of regional parkland, including 3,470 acres of natural areas which contain a matrix of habitats including grassland, forest and wetlands; and



WHEREAS, Lake Elmo Park Reserve is part of the regional park system and provides the community with a place to connect with nature; and

WHEREAS, Great River Greening is a Minnesota nonprofit corporation with a mission to inspire, engage and lead local communities in conserving and caring for the land water that enrich our lives; and

WHEREAS, Washington County supports a grant application by Great River Greening that includes a habitat restoration and community engagement project for \$81,000 within Lake Elmo Park Reserve; and

WHEREAS, the total project cost would be \$81,000 and be supported by a cash match to Great River Greening for \$13,000 and \$4,000 in-kind staff time towards the project.

NOW, THEREFORE, BE IT RESOLVED that Washington County Board of Commissioners authorizes submittal of a grant application by Great River Greening with a project within Lake Elmo Park Reserve for funding under the 2024 ENRTF program.

11. Approval of **Resolution No. 2023-022** as follows:

**MARATHON COMMUNITY INVESTMENT PROGRAMS
WELLNESS INITIATIVE GRANT**

WHEREAS, Washington County gratefully accepts donations, gifts, and bequests from public and private sources to enhance the programs and services it provides; and

WHEREAS, any gift, donation, or bequest becomes the property of Washington County; and

WHEREAS, the Washington County Board is authorized to approve donations, gifts, and bequests.

NOW, THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners does hereby approve and accept \$20,000 from Marathon Community Investment Programs to fund wellness initiatives in the Sheriff's Office.

12. Approval of **Resolution No. 2023-023** as follows:

**MONTERO FAMILY (MAHTOMEDI)
COMMUNITY DONATION**

WHEREAS, Washington County gratefully accepts donations, gifts, and bequests from public and private sources to enhance the programs and services it provides; and

WHEREAS, any gift, donation, or bequest becomes the property of Washington County; and

WHEREAS, the Washington County Board is authorized to approve donations, gifts, and bequests.

NOW, THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners does hereby approve and accept \$8,775 from the Montero family (Greg, Kim, and John) to fund the Sheriff's Office Explorer Program and Water Recovery Team.

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

PUBLIC WORKS

Contact for County State Aid Highway (CSAH) 2 Rehabilitation Project

Engineer Erin Clarkowski presented a design contract for the County State Aid Highway (CSAH) 2 Rehabilitation Project, to be on CSAH 2 (Broadway Avenue West) from 19th Street Southwest to Trunk Highway (TH) 61 (Lake Street). This project is identified in the Capital Improvement Plan as project #RB-2669. The main objective of the project is to preserve the infrastructure investment made along this corridor in 2011.

Ms. Clarkowski reported that six proposals were received, and LHB was selected as the design consultant for this project. Consultant services in this contract will include project coordination, final design, public engagement, utility coordination, and permitting approvals, as well as bidding and construction support required to deliver this project. This design contract will be funded by Highway State Aid funds. The project is scheduled for construction in 2024.

Commissioner Miron moved to approve Contract No. 15362 for \$166,638 with LHB for design of the CSAH 2 Rehabilitation Project. Commissioner Bigham seconded the motion, and it was adopted unanimously.

Contracts for 2023 Crack Sealing

Engineer Erin Clarkowski presented contracts for crack sealing, identified as project #RB-2204 Pavement Preservation & Rehab in the Capital Improvement Plan. This project will seal roadway cracks on approximately 32 miles of various county roads, highways, and facilities.

Ms. Clarkowski reported that this year participation in this program was offered to the county's non-state aid local partners, i.e., townships and non-state aid cities, to allow these agencies to include local roads in the county's project scope to achieve the best bid price. Baytown Township and St. Mary's Point desire to be included with Washington County through a cooperative cost share agreement, which provides the terms and conditions and cost participation for the agencies to participate in the county project.

Ms. Clarkowski reported that five bids were received, and Northwest Asphalt & Maintenance was selected for this project. Funding will be through county wheelage tax, internal rent, and cost shares between St. Mary's Point and Baytown Township.

Commissioner Bigham moved to approve Contract No. 15354 for \$259,521.60 with Northwest Asphalt & Maintenance for the Washington County 2023 Crack Seal Program. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Commissioner Kriesel moved to approve Cooperative Agreement No. 15300 between the Town of Baytown and Washington County for crack sealing. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Kriesel moved to approve Cooperative Agreement No. 15301 between the City of St. Mary's Point and Washington County for crack sealing. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

Contracts for Stillwater Campus Heating and Cooling Upgrade Project

Senior Project Manager Joe Welter presented contracts for the Stillwater Campus Heating and Cooling Upgrade Project. This project is utilizing American Rescue Plan Act (ARPA) funds to replace the outdated and inefficient heating and cooling plants at the Stillwater Government Center Campus. Updating the HVAC equipment will allow the county to react to pandemic conditions more efficiently and to maintain occupant comfort, while utilizing larger volumes of outside air. Modernized modular boilers and more effective chillers will allow for improved energy efficiency in all three buildings.

Mr. Welter reported that this project was publicly bid utilizing a two-package approach. The mechanical equipment was solicited separately from the installation to allow for more control over the quality and compatibility of the equipment with existing systems. It also allowed the county to procure big ticket items without contractor mark-up, saving the project money. The county received five bids, and Burnn Boiler & Mechanical Inc. was selected for this project.

Five suppliers submitted pricing for the equipment package. This package was set up to allow the suppliers to provide pricing per piece of equipment, allowing the county to evaluate and recommend award for each piece of equipment independently. There were six pieces of equipment in the package, and the resulting recommendations are seeking to award purchase orders to four different suppliers.

Commissioner Karwoski moved to approve Purchase Order No. 26551 with Midwest Mechanical Solutions for \$490,000 to supply the Law Enforcement Center chillers for the Stillwater Campus Heating and Cooling Upgrade Project. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve Purchase Order No. 26552 with TMS Johnson Inc. for \$226,400 to supply the Government Center chillers for the Stillwater Campus Heating and Cooling Upgrade Project. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Commissioner Karwoski moved to approve Purchase Order No. 26553 with Mulcahy Company Inc. for \$360,000 to supply the cooling towers and pumps for the Stillwater Campus Heating and Cooling Upgrade Project. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve Purchase Order No. 26554 with RM Cotton Company for \$681,565 to supply the boilers for the Law Enforcement Center and the Government Center for the Stillwater Campus Heating and Cooling Upgrade Project. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

Commissioner Miron moved to approve Contract No. 15359 with Burnn Boiler & Mechanical Inc. for \$4,248,000 for the installation of mechanical systems on the Stillwater Campus Heating and Cooling Upgrade Project. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

State Legislative Update

Deputy County Administrator Jan Lucke reported that last Friday marked the first committee deadline for the 2023 Legislature. For the bills that met the first deadline, the companion file has until the second committee deadline of March 24 to be heard in the other legislative body. Proposals that do not meet deadline are generally considered “dead” for the session unless the Rules Committee in one body elects to waive the rule. Additionally, the content of bills that were not heard can still show up in omnibus bills or be offered as amendments at any time during the legislative process. Committee agendas will continue to be long, and hearings will continue into the evening this week as the Legislature continues to consider a broad variety of policy and budget proposals.

Ms. Lucke reported that with the assistance of Larkin Hoffman, the Association of Minnesota Counties, the Minnesota Inter-County Association, and a number of professional associations, the county continues to track several bills. As bills pass the second committee deadline, staff will focus on items that have a significant positive or negative impact to Washington County.

Ms. Lucke stated that the big news this past week is the funding of the Highway 36 and Lake Elmo Avenue interchange. The project is included in the House and Senate cash bills for \$10 million, and the House and Senate Bonding bill for an additional \$10 million, laying the groundwork for \$20 million in funding for this critical safety improvement.

A second area that has seen a lot of activity this past week is a host of election-related bills, including election funding, early voting, and rank-choice voting. Commissioner Clasen delivered outstanding testimony in favor of Senate File 1548 and House File 2765 that establishes a local election expense reimbursement account in the special revenue fund and requires the Secretary of State to reimburse counties and municipalities for expenses incurred for certain operating and capital expenses. Staff will keep the board posted on this and any election bills that clear the second committee deadline.

Invitations have been sent to the legislative delegation for Washington County's Legislative Reception on April 12, 2023, at the State Capitol.

Federal Legislative Update

Ms. Lucke reported on the community project funding requests. U.S. Representative Pete Stauber's office contacted staff and said they are not forwarding Washington County community project requests at this time, and has not announced which projects have been selected. Project requests were submitted to U.S. senators Amy Klobuchar and Tina Smith's offices on March 10. Project requests are due March 15 to U.S. Representative Betty McCollum, and March 17 to U.S. Representative Angie Craig.

Ms. Lucke acknowledged Sara Allen and Andrea Rehm from the Public Works Department and Laura Perkins from the Sheriff's Office who put forth substantial effort on these requests.

Adopt Budget Principles

Deputy County Administrator Jennifer Wagenius presented 2024 budget principles. During the budget workshop on February 28 with the board, staff received direction and feedback on budget principles to guide the organization's preparation of its 2024 budget. As requested, the previous year's principles were updated to reference the strategic planning effort that the organization is embarking on, recognize the board's commitment to the safety and well-being of its residents, through investments and key strategy areas and in communication, identify the impact of tax rate on property taxpayers, and emphasize the importance of fully leveraging non-property tax revenues, including ARPA funds.

Commissioner Karwoski moved to approve the 2024 budget principles. Commissioner Bigham seconded the motion, and they were adopted unanimously.

Commissioner Appointments

County Administrator Kevin Corbid reported that Commissioner Bigham has expressed interest in serving as the county's representative on the Ramsey/Washington Community Action Partnership.

Commissioner Karwoski moved to appoint Commissioner Bigham as the county's representative to the Ramsey/Washington Community Action Partnership. Commissioner Miron seconded the motion, and it was adopted unanimously.

Mr. Corbid reported that Commissioner Karwoski, who serves as a member on the East Metro Strong Board, has expressed interest in having an alternate appointed to that board. Mr. Corbid reported that Commissioner Clasen is interested and willing to serve.

Commissioner Miron moved to appoint Commissioner Clasen as alternate to the East Metro Strong Board. Commissioner Bigham seconded the motion, and it was adopted unanimously.

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, 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 Bigham seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 10:08 a.m.

BOARD WORKSHOP WITH PROPERTY RECORDS AND TAXPAYER SERVICES

The board met in workshop session to review assessment year 2023/pay 2024 property values. 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