



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MARCH 28, 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; none were heard.

CONSENT CALENDAR

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

1. Approval of the March 7, 2023, and March 14, 2023, County Board meeting minutes.
2. Approval to appoint Natalie Seim, Cottage Grove, to a partial term expiring December 31, 2025, as a District 4 Representative on the Library Advisory Board.
3. Approval to appoint Douglas Loberg to a partial term expiring December 31, 2023, as a Business Representative on the Workforce Development Board.
4. Approval to appoint Jesse Shima to a partial term expiring December 31, 2024, as a Consumer Representative on the Mental Health Advisory Committee (Local Advisory Committee).
5. Approval to appoint Kelly Wilson, to a partial term expiring December 31, 2024, as an Educational Representative on the Community Corrections Advisory Board.

6. Approval of **Resolution No. 2023-024** as follows:

**LAW ENFORCEMENT NETWORK SYSTEM
SOFTWARE LICENSE AGREEMENT**

BE IT RESOLVED, that the Washington County Attorney’s Office is authorized to enter a Software License Agreement with the Tibex Technology, Inc., at 2401 Rhode Island Avenue South, Saint Louis Park, Minnesota 55426, for the purpose of maintaining its license to manage cases within the County Attorney’s Office for the period of March 28, 2023, through March 27, 2028.

BE IT FURTHER RESOLVED, that the Washington County Attorney’s Office, is hereby authorized to execute such agreement and any amendments thereto, as are necessary to implement this agreement on behalf of the Washington County Attorney’s Office.

7. Approve Amendment No. 1 of Contract No. 13982 with Washington County Community Development Agency for \$310,272 and to extend the contract through December 31, 2024.
8. Approval to submit a grant application to the Department of Human Services for \$3,000,000 for the Emergency Solutions Grant program to fund emergency housing operations and services.
9. Approve Contract No. 15268 with T-Mobile for \$142,800 for service for 200 hotspots for Washington County Library to check out to patrons through October 25, 2024.
10. Approve Grant Agreement No. 15410 with the Minnesota Department of Health to support and assist efforts to recruit, retain and train diverse public health workforce and to support Public Health infrastructure needs for the grant award of \$642,621 through November 30, 2027.
11. Approval of Cooperative Agreements between Washington County and the Cities of Oakdale and Woodbury for METRO Gold Line Bus Rapid Transit project improvements.
12. Approval of **Resolution No. 2023-025** as follows:

**PLACEMENT OF BRIDGE 82501 ON MINNESOTA
DEPARTMENT OF TRANSPORTATION PRIORITIZED BRIDGE
REPLACEMENT LIST**

WHEREAS, Washington County has developed a program for the inspection, maintenance, and reconstruction of bridges within the County;
and

WHEREAS, Washington County requests of the State Commissioner of Transportation authorization to reconstruct specific bridges within the County pursuant to Minnesota Rule 8810.8200, subp. 1; and

WHEREAS, Washington County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEREAS, Washington County has identified a bridge that is high priority and that requires replacement or rehabilitation within the next five years.

NOW, THEREFORE, BE IT RESOLVED, that the following deficient bridge is a high priority and Washington County intends to replace this bridge as soon as possible when funds are available.

Old Bridge Number	Road Number	Total Project Cost	State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
82501	CSAH 5	\$3,400,000	\$1,550,000		\$1,850,000	2025

BE IT FURTHER RESOLVED, that Washington County does hereby request authorization to replace or rehabilitate such bridge.

13. Approve Agreement No. 15399 with the Minnesota Department of Human Services for the establishment and operation of a fixed-site Radiological Emergency Reception Center.
14. Approve Joint Powers Agreement No. 15323 that allows the Washington County Sheriff's Office to provide fuel to the City of Bayport for law enforcement services.
15. Approve Grant Agreement No. 15398 between the Office of National Drug Control Policy and Washington County for \$146,100 for the period of January 1, 2023, through December 31, 2024.

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

METROPOLITAN MOSQUITO CONTROL DISTRICT

Metropolitan Mosquito Control District (MMCD) Public Affairs Manager Alex Carlson presented the annual report on MMCD activities and budget.

Mr. Carlson summarized the mosquito's life cycle and reported that the MMCD provides comprehensive mosquito control and public education about mosquito- and tick-borne disease.

Mr. Carlson reported that the Summer of 2022 brought a second year of below average precipitation, with much of the state under drought conditions from June through September. Adult mosquito abundance was very low overall. However, in Minnesota, there were 19 cases of West

Nile virus reported in 2022, and three cases of La Crosse encephalitis. The number of ticks collected per mammal set a new record in 2022, and black-legged ticks (deer ticks) were collected in every county in the district. Average black flies collected per CO2 trap was below the 15-year average throughout 2022.

In 2022, MMCD provided 6,345 total larval inspections, more than 12,400 acres of larval treatment, 26 acres of adult mosquito treatment, 23,202 catch basin treatments, 1,026 tires removed and recycled, and received 174 inquiries from residents. The 2023 budget is \$19,933,874.

Mr. Carlson concluded that the MMCD continues its search for a new Executive Director, and it plans to restore full larval control services based on need, expand services based on population growth, and continue to develop its drone program for larval surveillance and control.

ACCOUNTING AND FINANCE

Procurement Proclamation and Awards

Procurement Manager Nicki Castro presented a proclamation from Governor Tim Walz declaring March as Procurement Month, to provide the opportunity to further educate the general public regarding the impact of public purchasing and to recognize the contributions of purchasing professionals.

The Minnesota Chapter of the National Institute of Government Purchasing (MN Chapter NIGP) is a professional organization dedicated to promoting professionalism in procurement for public agencies through the State of Minnesota.

For its annual awards, MN Chapter NIGP evaluates nominees' contributions to the procurement field, contributions to their organization, and contributions to the MN Chapter of NIGP.

Ms. Castro presented the 2022 Procurement Professional of the Year Award to Jill Zenzola, Accounting Supervisor. Ms. Zenzola has served various roles at the county in accounting, grant management, and procurement. She is currently the grant manager for the American Rescue Plan Act (ARPA), in which she leads the county's ARPA plan and provides guidance to departments on procuring with ARPA funds. Ms. Zenzola has served on the MN Chapter NIGP Board of Directors since 2021, and in 2023, began her second two-year term as Secretary of the Board.

Accounting and Finance Director Tabatha Hansen presented the 2022 Eagle Award to Nicki Castro, Procurement Manager. Ms. Castro was elected President of MN Chapter NIGP for 2022. The Eagle Award is given in recognition of serving the board and membership as president, and transitioning into past president role for 2023. As president, Ms. Castro demonstrated transparency, compassion, vision, and accountability.

New, Updated, and Eliminated Policies

Ms. Castro presented a new Procurement Policy #1202, which aligns and incorporates existing county policies into one. The Procurement Policy provides clarification, updates outdated language, and incorporates federal and state requirements.

Ms. Castro requested revisions to Grant Policy #2902, to align the delegation threshold with the new Procurement Policy.

Ms. Castro requested elimination of Contract Policy #1201, Purchasing Policy #2904, Purchasing Card Policy #2503, and Purchase Order Policy #1801, with the approval of the new Procurement Policy. The Finance Committee has reviewed the policy revisions.

Commissioner Bigham moved to approve the new Procurement Policy #1202, revisions to Grant Policy #2902, and eliminate policies #1201, #2904, #2503 and #1801. Commissioner Clasen seconded the motion, and it was adopted unanimously.

PUBLIC HEALTH & ENVIRONMENT

Resolution to Amend the Opioid Settlement Memorandum of Agreement

Deputy Director Jill Timm presented a resolution to amend the Opioid Settlement Memorandum of Agreement. Ms. Timm reported that in 2021, Washington County signed the original Minnesota State-Subdivision Memorandum of Agreement (MOA) which outlines the allocation of opioid settlement funds to state and local partners. Washington County began receiving opioid settlement funds in late 2022, and continues strategic planning for evidence-based use of these funds. Settlements with additional opioid supply chain participants have been reached. Local approval of each settlement is needed, and the MOA has been amended to include these and future settlements in the existing distribution allocation. This resolution allows for approval of the five settlements and acceptance of the amended MOA.

Commissioner Clasen moved to adopt **Resolution No. 2023-026** as follows:

**RESOLUTION AUTHORIZING WASHINGTON COUNTY STAFF
 TO EXECUTE ALL NECESSARY DOCUMENTS TO ENSURE
 WASHINGTON COUNTY PARTICIPATION IN THE
 MULTISTATE SETTLEMENTS RELATING TO OPIOID SUPPLY
 CHAIN PARTICIPANTS, AND IN THE MINNESOTA OPIOIDS
 STATE-SUBDIVISION MEMORANDUM OF AGREEMENT**

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties are engaged in nationwide civil litigation against opioid supply chain participants related to the opioid crisis; and

WHEREAS, the Minnesota Attorney General has signed on to multistate settlement agreements with several opioid supply chain participants, but

those settlement agreements are still subject to sign-on by local governments and final agreement by the companies and approval by the courts; and

WHEREAS, there is a deadline of April, 18 2023, for a sufficient threshold of Minnesota cities and counties to sign on to the above-referenced multistate settlement agreements, and failure to timely sign on may diminish the amount of funds received by not only that city or county but by all Minnesota cities and counties from the settlement funds; and

WHEREAS, representatives of Minnesota’s local governments, the Office of the Attorney General, and the State of Minnesota have reached agreement on the intrastate allocation of these settlement funds between the State, and the counties and cities, as well as the permissible uses of these funds, which will be memorialized in the Minnesota Opioids State-Subdivision Memorandum of Agreement, as amended (the “State-Subdivision Agreement”); and

WHEREAS, the State-Subdivision Agreement creates an opportunity for local governments and the State to work collaboratively on a unified vision to deliver a robust abatement and remediation plan to address the opioid crisis in Minnesota.

NOW, THEREFORE, BE IT RESOLVED, Washington County supports and agrees to the State-Subdivision Agreement; and

BE IT FURTHER RESOLVED, Washington County supports and opts into all future multistate settlement agreements with opioid supply chain participants; and

BE IT FURTHER RESOLVED, Washington County authorizes Washington County staff to execute all necessary documents to ensure Washington County participation in the multistate settlement agreements, including the Participation Agreement and accompanying Release, and in the State-Subdivision Agreement.

Commissioner Bigham 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

Contract for 22nd Street Improvement Project

Engineer Andrew Giesen presented a design contract for the 22nd Street Improvement Project on 22nd Street from County State Aid Highway (CSAH) 21 (Stagecoach Trail) to Trunk Highway (TH) 95 (St. Croix Trail) in West Lakeland Township. This project is identified in the Capital Improvement Plan as project #RB-2678. The main objective of the project is to preserve the infrastructure investment made along this corridor in 2011.

Mr. Giesen reported that the main objectives of the project are to improve safety by addressing the steep roadway grades approaching State Highway 95, reviewing intersection safety improvements, reconstructing 22nd Street to meet current standards, and completing a speed study after construction to ensure that the posted speed limit on the reconstructed roadway promotes uniform speeds, fewer crashes, and driver compliance.

Mr. Giesen reported that seven proposals were received, and HR Green was selected as the consulting team to provide the preliminary design services for this project. Preliminary design services will include project coordination, data collection, utility coordination, public engagement, traffic and intersection analysis, drainage analysis, alternative evaluation, and creation of a preferred alternative project layout. This design contract will be funded by Wheelage Tax and Local Contributions.

Commissioner Kriesel moved to approve Contract No. 15404 for \$261,607 with HR Green for preliminary design of the 22nd Street Improvement Project in West Lakeland Township. Commissioner Miron seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

National County Government Month

County Administrator Kevin Corbid presented a resolution to recognize April 2023 as National County Government Month.

Commissioner Miron moved to adopt **Resolution No. 2023-027** as follows:

NATIONAL COUNTY GOVERNMENT MONTH – APRIL 2023 "COUNTIES RISE!"

WHEREAS, the nation's 3,069 counties, serving more than 330 million Americans, provide essential services to create healthy, safe, and vibrant communities; and

WHEREAS, counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of our residents' lives; and

WHEREAS, Washington County and all counties take pride in our responsibility to protect and enhance the health, wellbeing, and safety of our residents in efficient and cost-effective ways; and

WHEREAS, under the leadership of National Association of Counties President Denise Winfrey, NACo is highlighting how “Counties RISE!,” demonstrating exemplary Resiliency, Inclusion, Solvency, and Empowerment; and

WHEREAS, each year, since 1991, the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

WHEREAS, Washington County, through its nearly 1,400 employees, provide numerous services that ensure both individuals and communities thrive, including:

- Responding to more than 7,200 calls to the crisis prevention unit;
- Providing adult mental health case management services to over 675 individuals;
- Providing support to over 1,700 families experiencing homelessness or at risk of becoming homeless;
- Providing over 2,000 maternal-child health nurse home visits annually;
- Providing access to technology and the internet through our county library system;
- Providing early literacy skills and training programs;
- Facilitating fair, secure elections for the over 180,000 registered voters in the county;
- Administering more than 200,000 license center transactions, including passports, driver’s licenses, and motor vehicle registrations;
- Recording property records, assessing property values, and calculating property taxes and credits on the over 115,000 parcels in the county;
- Operating diversion programs for youth and cognitive skills programming for those in the criminal justice system;
- Responding to the decrease in childhood vaccination rates by holding additional immunization clinics throughout the county, and by contracting with school districts to offer onsite childhood immunization clinics;
- Providing search and rescue and general patrol activities to keep our communities safe; and
- Providing opportunities for residents and visitors to enjoy the wonderful regional parks and open spaces that have been protected in the county.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners, do hereby proclaim April 2023 as National County Government Month, and encourage all county officials, employees, schools, and residents to participate in county government celebration activities.

Commissioner Bigham 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.

Federal Legislative Update

Deputy County Administrator Jan Lucke reported that staff have submitted the following Community Project Funding requests to the federal delegation: \$3 million for County Road 19A/100th Street Realignment; \$2.25 million for Trunk Highway 96/Norell Avenue/Stonebridge Trail Roundabout; and Public Safety Support funding for two airboats and implementing a Digital Evidence Management System.

State Legislative Update

Margaret Vesel, Government Relations Director from Larkin Hoffman, reported that the Legislature continues to move at a rapid pace and there is a record number of bills that have been introduced. Last week, Governor Tim Walz and DFL legislative leadership announced they had joint budget targets. The current budget for the state is \$52 billion, and the new 2025 budget will be approximately \$72 billion, with \$2.8 billion in reserves. The State of Minnesota continues to have a healthy budget surplus.

Ms. Vesel reported that the second bill deadline passed last Friday. Currently, finance committees are meeting to put together and pass their omnibus bills. The House tax bill will not be ready until after April 11. The House and Senate are expected to start taking up budget bills after April 11. In addition to putting together a balanced budget, there are a number of priorities accounted for in the overall budget, including paid family leave, pensions, earned sick and safe time, cannabis bill, and election reform bill. Bonding committees continue to meet and have hearings, and the county has a bill up this afternoon in the Senate, which includes the Highway 36 and Lake Elmo interchange funding as a priority. Budget targets provided a \$2.29 billion target for debt service and capital investments. Ms. Vesel provided the commissioners with a status document showing the county's bonding projects. The legislative session ends on May 22.

Letters of Support for La Lake Park Trail and County Contribution

Senior Planner June Mathiowetz presented two letters of support for the County Board's consideration.

The City of Woodbury is now, as part of La Lake Park design efforts, submitting a proposal to the Minnesota Department of Natural Resources (DNR) for Federal Recreational Trail grant funding for trail loop development and is requesting a county letter of support. The Federal Recreational Trail Grant Program exists to encourage the maintenance and development of motorized, non-

motorized, and diversified trails by providing funding assistance. If funding is awarded, the trail loop will expand public access and scenic views.

The City of Woodbury is requesting a new county Land and Water Legacy Program acquisition contribution and a second letter of support for a Minnesota DNR grant proposal to further expand La Lake park and open space. The approximately 10-acre La Lake II parcel is at 6781 Bailey Road, on the north shore of La Lake. It is one parcel away from the La Lake I parcel.

This project furthers the city's plans to protect La Lake's natural features, including 600 feet of shoreline, watershed, and open space. The parcel is comprised of grasses and oak woodlands lining the shore, and other planted trees. The natural features rank "medium" according to Land and Water Legacy criteria with potential for improvement with restoration and enhancement. Additionally, La Lake is under consideration for delisting from the "Impaired Waters" list.

If awarded state funds, this acquisition will occur using a financial partnership of state, county, and city funds. The project is eligible for Land and Water Legacy Program funds, due to its high prioritization by the city and its planned public access. The county would secure and hold a permanent conservation easement over the property. The watershed district supports the project. The City of Woodbury will serve as the property owner, cover certain transactional costs, provide ongoing stewardship, and place a trail through this parcel.

Commissioner Bigham moved to approve the letters of support for the City of Woodbury's La Lake Park trail proposal to the DNR's Federal Recreational Trail Program, and the county Land and Water Legacy Program contribution as a match for the City of Woodbury's DNR grant proposal to acquire a second parcel on La Lake. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Spring Flooding

Emergency Services Manager Doug Berglund reported that the flood level is determined by criteria evaluated by the National Weather Service. Mr. Berglund reported that frost depth and water levels entering into the winter are working in the county's favor; however, the snow pack and high water equivalent are working against it. With unknown precipitation and temperatures creating snow melt, Mr. Berglund is working closely with the cities and the state to determine if an emergency declaration will be needed.

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

Board correspondence was received and placed on file.

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 11:07 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to discuss legislative initiatives. 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 review the 2023-2027 Capital Equipment and Technology Plan (CETP). Present for the workshop were Commissioners Miron, Karwoski, Kriesel, 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