



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
APRIL 6, 2021**

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, via WebEx
 Commissioner Gary Kriesel, District 3
 Commissioner Wayne Johnson, District 4
 Commissioner Lisa Weik, District 5

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

Board Chair Lisa Weik announced that because of the COVID-19 Pandemic and Emergency Declaration issued by Minnesota Governor Tim Walz, and the Declaration of Emergency issued by the Washington County Board of Commissioners on March 17, 2020, some or all of the County Board members may participate by telephone or other electronic means, and the Board meeting will be conducted pursuant to and in compliance with Minnesota Statute 13D.021. Members of the public can attend the meeting in person, or view/monitor the meeting electronically from a remote location via live web stream.

Noted for the record:

1. That either the Washington County Board Chair or the County's chief Administrator has determined that an in-person meeting of the entire County Board may not be practical nor prudent because of the existing Pandemic and Emergency.
2. All County Board members participating in this meeting, whatever their physical location, can hear one another and can hear all discussion and testimony.
3. All members of the public present here today at the regular meeting location, if any, can hear all discussion and testimony and all votes of the members of the County Board.
4. At least one member of the County Board or the Chief Administrator of the County is physically present at the regular meeting location.
5. Each member of the County Board participating in this meeting by telephone or other electronic means is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.
6. Proper notice of this meeting has occurred.
7. All votes will be conducted by roll call.

The Board recited the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

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

CONSENT CALENDAR

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

- A. Approval of the March 23, 2021, County Board meeting minutes.
- B. Approval to appoint Mike Kazmerski, Woodbury, to a partial first term expiring December 31, 2023, as the District 5 Representative on the Parks and Open Space Commission.
- C. Approval to appoint William Sullivan, Oakdale, to a partial first term expiring December 31, 2022, as the District 2 Representative on the Historic Courthouse Committee.
- D. Approval to appoint Peg Larsen, Lake St. Croix Beach, to the Community Development Agency Board of Commissioners as a District 3 Representative, to a partial first term expiring December 31, 2022.
- E. Approval to appoint Cindy Kallstrom, Mahtomedi, to a partial term expiring December 31, 2023, as the District 2 Representative on the Library Board.
- F. Approval to submit a grant proposal for the Community Living and Infrastructure grant offered through the Department of Human Services.
- G. Approval of an application for a 1-4 day Temporary On-Sale Liquor License from the VFW Post 323 for a special event to take place at the Washington County Fairgrounds, June 3, 2021, through June 6, 2021.
- H. Approval of the plat of St. Boniface Oaks East First Addition.
- I. Approval of **Resolution No. 2021-038** as follows:

**RESOLUTION OF SUPPORT TO WAIVE DAILY PERMIT FEES,
ALLOWING FREE ENTRY INTO WASHINGTON COUNTY
PARKS ON THE SECOND SATURDAY IN JUNE
IN HONOR OF NATIONAL GET OUTDOORS DAY**

WHEREAS, Washington County Ordinance 213 states “It shall be unlawful for any person to bring a motor vehicle into parks without appropriately displaying an approved annual or daily vehicle permit...”;
and



WHEREAS, Washington County Parks are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens; and

WHEREAS, Washington County Parks are fundamental to the environmental wellbeing of our community; and

WHEREAS, Washington County Parks are advocates for the physical and mental wellbeing of our community.

NOW, THEREFORE, BE IT RESOLVED that Washington County will waive daily vehicle permit fees, allowing free entry to Washington County Parks on the second Saturday in June, in honor of National Get Outdoors Day.

J. Approval of **Resolution No. 2021-039** as follows:

**RESOLUTION OF SUPPORT TO WAIVE DAILY PERMIT FEES,
ALLOWING FREE ENTRY INTO WASHINGTON COUNTY
PARKS ANNUALLY ON APRIL 22 IN HONOR OF EARTH DAY**

WHEREAS, Washington County Ordinance 213 states “It shall be unlawful for any person to bring a motor vehicle into parks without appropriately displaying an approved annual or daily vehicle permit...”; and

WHEREAS, Washington County Parks are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens; and

WHEREAS, Washington County Parks are fundamental to the environmental wellbeing of our community; and

WHEREAS, Earth Day is an annual event celebrated around the world on April 22 to demonstrate support for environmental advocacy.

NOW, THEREFORE, BE IT RESOLVED that Washington County will waive daily vehicle permit fees, allowing free entry to Washington County Parks annually on April 22 in honor of Earth Day.

K. Approval of **Resolution No. 2021-040** as follows:

**RESOLUTION OF SUPPORT TO WAIVE DAILY PERMIT FEES,
ALLOWING FREE ENTRY INTO WASHINGTON COUNTY
PARKS ANNUALLY ON THE FRIDAY AFTER THANKSGIVING**



WHEREAS, Washington County Ordinance 213 states “It shall be unlawful for any person to bring a motor vehicle into parks without appropriately displaying an approved annual or daily vehicle permit...”; and

WHEREAS, Washington County Parks are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens; and

WHEREAS, Washington County Parks are fundamental to the environmental wellbeing of our community; and

WHEREAS, Washington County Parks are advocates for the physical and mental wellbeing of our community.

NOW, THEREFORE, BE IT RESOLVED that Washington County will waive daily vehicle permit fees, allowing free entry to Washington County Parks annually on the Friday after Thanksgiving.

L. Award bid and authorize execution of Contract No. 14013 in the amount of \$197,272.46 with Valley Paving, Inc. for bituminous mill and overlay of County State Aid Highway (CSAH) 18 (St. Croix Trail South).

M. Approval of **Resolution No. 2021-041** as follows:

**AGREEMENT NO. 1036984
WITH THE STATE OF MINNESOTA,
DEPARTMENT OF TRANSPORTATION**

BE IT RESOLVED that Washington County enter into MnDOT Agreement No. 1036984 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County of the State's share of the costs, and payment by the County to the State of the County's share of the costs of the Trunk Highway No. 36 and Bridge No. 82052 construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 36 from 2,344 feet east of County State Aid Highway No. 15 to 2,627 feet west of County State Aid Highway No. 15 and on County State Aid Highway No. 15 from 1,100 feet south of Trunk Highway No. 36 to 400 feet south of 62nd Street North under State Project No. 082-615-034, No. 169-020-011, and No. 8204-74 (T.H. 36=118).

BE IT FURTHER RESOLVED that the Chair and the Administrator are authorized to execute the Agreement and any amendments to the Agreement.



N. Approve the 2021 Speed Enforcement Grant No. 13994 between the Minnesota Department of Public Safety, Office of Traffic Safety, and the Washington County Sheriff's Office, in the amount of \$22,000

O. Approval of **Resolution No. 2021-042** as follows:

**PROCLAMATION
NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK
APRIL 11, 2021 – APRIL 17, 2021**

WHEREAS, emergencies can occur at any time that require law enforcement, fire or emergency medical services; and

WHEREAS, when an emergency occurs, the prompt response of law enforcement, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our citizens, law enforcement officers, firefighters and paramedics is dependent upon the quality and accuracy of information obtained from citizens who telephone the Washington County Communications Center; and

WHEREAS, 9-1-1 telecommunicators and dispatchers are a critical first contact our citizens have with emergency services and are most often considered the community's "first" first responders; and

WHEREAS, 9-1-1 telecommunicators and dispatchers are the single vital link for our law enforcement, firefighters and paramedics by monitoring their activities by radio, providing them information and ensuring their safety; and

WHEREAS, 9-1-1 dispatchers of the Washington County Communications Center have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE BE IT RESOLVED that the Washington County Board of Commissioners hereby proclaims the week of April 11, 2021 through April 17, 2021 to be National Public Safety Telecommunications Week in Washington County, and extends its appreciation and thanks to these men and women for the vital contribution they make to keep our citizens and public safety responders safe.

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

PRESENTATION OF THE EMPLOYEE RECOGNITION AWARDS

The Washington County Board of Commissioners honored employees recognized for exemplary performance in the areas of customer service, employee engagement, innovation, teamwork, and the County Administrator's Excellence in County Government Award.

Throughout 2020, county employees were invited to nominate fellow employees for the service awards and the nominations were reviewed by a panel of employees. The Personnel Committee of the County Board reviewed the recommendations to present to the board.

Kirsta Sanchez, Public Information Specialist from the Office of Administration, presented the Customer Service, Employee Engagement, Innovation, and Teamwork Awards.

Customer Service Award Recipients

The recipients of the Customer Service Award are Therese Gilbertson, Allison Kier, and Laura Erickson from the Community Services Department, and Carroll Davis-Johnson from the Department of Public Health & Environment.

Therese, Allison, and Laura were nominated for their work with homeless individuals in Washington County. As many people were moving into remote work environments and limiting in-person interactions with clients at the start of the COVID-19 pandemic, Therese, Allison, and Laura were doing the opposite. This team donned personal protective equipment and went out into the county looking for homeless individuals to assist. They drove many miles to rest areas, parking lots, campgrounds, state and local county parks, and other areas in hopes of assisting as many people in need as possible. They knocked on countless vehicles, assessed clients' circumstances, and completed necessary paperwork while standing outside in the elements. They delivered daily necessities such as food, personal hygiene items, and COVID-19 preventatives such as masks and sanitizers to young families, individuals who had been homeless for decades, and individuals with compromised immune systems. In addition to providing supplies, the team also worked to find shelter and housing for more than 150 individuals through November 2020.

Carroll was nominated for her work as a lead staff member in the Public Health & Environment Department, managing essential services requests for basic needs items including food, medication, cleaning supplies, and/or medical equipment during the COVID-19 pandemic. Carroll individually received and responded to requests from case investigators at the Minnesota Department of Health and from the county's own Public Health & Environment Department. Each request received was unique. Carroll took time to understand what was needed for those in isolation, and she created systems and processes for effectively and efficiently meeting those needs. Carroll has covered requests seven days a week, flexing her 40-hour work week to match the community needs. She has shopped for and made deliveries to many residents as part of her role. Through December 31, 2020, Carroll and the essential services team fielded nearly 450



requests for individuals in the community in isolation or quarantine. Carroll's dedication to serving the community is unparalleled.

Employee Engagement Award Recipient

The recipient of the Employee Engagement Award is Jill Timm from the Department of Public Health & Environment.

Jill Timm was nominated for the Employee Engagement Award for her work in engaging the employees she supervises in the Public Health & Environment Department. Generally, nominations are submitted by a single individual, but this nomination came in with support from 16 people who work with Jill, which speaks volumes about her ability to develop work relationships. According to the employees she supervises, Jill is skilled at providing personalized opportunities for learning, growth, and leadership, and she has a passion for developing employees. She wants an employee's work to be interesting and engaging. When options are available and staff are interested, opportunities to take on new projects or participate on a workgroup that might bring a new challenge to the day-to-day work duties are provided. Jill promotes self-care and work-life balance. She responds to her team with compassion and encouragement. While work has changed drastically because of the pandemic, Jill has been creative, flexible, and attentive so work responsibilities are sustainable while still maintaining a high quality of service to the community. The dedication and engagement of Jill's team is evident through their years of service. The average tenure ranges from nearly 11 years to 28 years. Jill works hard to engage, inspire, and develop the people she supervises. Through her work, she has made an enormously positive impact on the organization and, by extension, the community.

Innovation Award Recipient

The recipient of the Innovation Award is Jake McNulty from the Community Corrections Department.

Jake McNulty was nominated for the Innovation Award for his work in creating a virtual option for cognitive skills classes in Washington County. Research has shown that these classes have a significant impact on recidivism, reducing the likelihood of re-offense by approximately 30 percent. With the outbreak of COVID-19, face-to-face group classes were put on hold. Jake knew the benefits of these classes and wanted to continue offering them, so rather than waiting for a virtual option to be available, he created one. With Jake's quick troubleshooting, the classes had minimum disruption and were converted to virtual classes in just three weeks. Because of this innovative work, Washington County was one of the first criminal justice organizations in the nation to implement virtual cognitive group programming. To ensure success and integrity of the program, Jake worked with the curriculum authors to adapt the materials and provided an opportunity for the authors to observe the virtual class. This early adaptation also made Washington County a resource nationally with agencies such as the Iowa Department of Corrections and the National Institute of Corrections, a division of the U.S. Department of Justice, reaching out to Jake for technical assistance. Through Jake's leadership, innovation, and hard work, Washington County has continued to provide top-quality direct client-facing services throughout the pandemic.

Teamwork Award Recipients

The recipients of the Teamwork Award are the Homemade Mask Team, and the Emergency Operations Center Section Chiefs.

The Homemade Mask Team was nominated for the Teamwork Award for its role in expanding a community-focused homemade mask collection and distribution process to meet the needs of the entire county. At the beginning of the pandemic, when it appeared that masks were in short supply, community volunteers stepped up and donated masks and mask-making kits in mass quantities. The county responded to this community initiative by developing a process to make masks and deliver them to vulnerable populations. This process included collecting material donations, distributing and collecting mask prep kits, distributing mask sewing kits, collecting homemade masks, and distributing homemade masks. This was an interdepartmental effort involving staff from Building Services, Community Corrections, Community Services, Information Technology, Public Health & Environment, and the Sheriff's Office. Each department was responsible for a different piece of the project, the true definition of teamwork. Together with community organizations, Washington County received and distributed 15,000 homemade masks to more than 100 facilities, including long-term care facilities, clinics, and schools. In addition to providing service to the community, this project also facilitated the development of new relationships, both interdepartmentally as well as with community connections and partners.

The Homemade Mask Team includes: Rick Tungseth, Nathan Heilman, Reese Glaser, Jerome Evans, Charlie Ihrke, Sara Morrell, Scott Wahl, and Michael Krueger from Community Corrections; Adam Snegosky from Information Technology; Justina Pope, Jeff Travis, Kathleen Nyquist, and Mark Riegel from Public Health & Environment; and Alyson Vogel, Greg Wood, Jamie Darst, and Rosemary Peterson from Public Works.

The Emergency Operations Center Section Chiefs were nominated for the Teamwork Award for their work in leading the county's response to the COVID-19 pandemic. This group has and continues to serve in the Incident Command System, a critical role in assuring consistent service delivery while effectively integrating measures for employee safety. Their efforts afforded countywide transparent communication both internally and externally, as well as provided fiduciary responsibility for more than \$30 million dollars of federal grant dollars by executing newly-developed, precise documentation measures. Nearly half of this team had little or no experience working within an Incident Command structure or in an Emergency Operation Center (EOC) environment. Because of the skill, talent, and dedication of these county workers, operational procedures and policies were developed, integrated, and improved along the way. The logistics team processed more than 1,000 resource requests. The planning team developed 57 situational reports with an equal number of Incident Action Plans, organized and facilitated more than 100 WebEx meetings, and documented pandemic resource allocations. In addition to the finance section's approval analysis of more than 1,000 resource requests, they processed several FEMA applications for federal reimbursement. All of this was accomplished by individuals who, in spite of the burdens set upon them by their role in the EOC, continued to work in the capacity of their regularly assigned role.

The EOC Section Chiefs are: Angela Eastman and Caitlin Suginaka from Public Health & Environment; Kelli Matzek and Lee Dhein from the Sheriff's Office; Tabatha Hansen and Dee Bernard from Accounting and Finance; Rebecca Conroy from Community Services; Tina Simonson from the Office of Administration; and Rosemary Peterson from Public Works.

Excellence in County Government Award Recipient

The Excellence in County Government Award is chosen each year by the county administrator to honor an individual or group that has made an outstanding contribution to Washington County.

County Administrator Kevin Corbid was pleased to announce that the recipient of the Excellence in County Government Award is Vivien Fowler from the Community Services Department. Vivien is a Career Services Specialist in the Cottage Grove CareerForce Center.

Vivien was selected for this year's award because of her extraordinary commitment to providing exceptional customer service. She ensures that job seekers can achieve career success, providing economic stability to themselves and their families. Because of Vivien's work, the Cottage Grove CareerForce Center has one the highest customer service satisfaction ratings of any careerforce center. It is not uncommon for job seekers to make a special trip to Cottage Grove because of the excellent reputation Vivien has.

Vivien sets high standards for her customers in a positive and encouraging way. "Thank you" messages are very common, being sent to her and the State Department of Employment and Economic Development.

Vivien also regularly volunteers for and supports other county department efforts, such as food distribution centers, early voting and working with Community Corrections with individuals exiting their system.

PUBLIC WORKS

Deputy Director/County Engineer Wayne Sandberg presented a contract for Minger Construction Companies Inc. for the Farney Creek Dam and Pipe Replacement project. Farney Creek Dam (Capital Improvement Plan project #PARK-3018) is located in the remote western part of the Lake Elmo Park Reserve in the City of Lake Elmo. The Farney Creek Dam was constructed in the 1980s with a larger repair/maintenance project needed to restore functionality and replace the failing outlet structure and piping. Working with the Minnesota Department of Natural Resources, a Dam Safety Permit was issued, along with the creation of an operations and maintenance manual to assure longevity and functionality of the repaired dam infrastructure. Construction is planned to begin June 2021. The Department of Public Works recommends the approval of the contract with Minger Construction Companies Inc. in the amount of \$279,965.20.

Commissioner Kriesel moved to approve Contract No. 13996 with Minger Construction Companies Inc. in the amount of \$279,965.20 for the Farney Creek Dam and Pipe Replacement project. Commissioner Johnson seconded the motion and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Kriesel, Johnson, Karwoski, and Weik. Nays, none.

GENERAL ADMINISTRATION

Public Health & Environment Department (PHE) Director Lowell Johnson provided an update on COVID-19 vaccines.

On March 15th, the Public Health Department Operations Center (DOC) directed the Logistics team to secure an off-site location for a large vaccination clinic. Deputy County Administrator Jennifer Wagenius reached out to all the county's cities and township administrators about potential locations in their communities. The search included the following criteria: 25,000 plus square feet is needed for a continuous 3-6 month lease; space is needed from the end of March through the end of July 2021; and, space would need to have power, water, bathrooms, climate control, and ADA accessibility.

Staff worked with the Washington County Community Development Agency and secured a contract with Cresa to assist in securing a lease. More than 20 locations were identified throughout the county from the city and township contacts, as well as the county's leasing partners. PHE is working to secure a three-month lease at 2001 Washington Avenue South in Stillwater, which is the former Herberger's location, with an option to extend on a month-to-month basis. There is up to 50,000 square feet available for clinic space. This space was selected because of its central location, immediate availability, exclusive use of the space, ADA accessibility, familiarity in the community, and neutrality of the site.

Mr. Johnson reported on vaccine progress. As of March 31st, state data reports that 75,261 people in Washington County have received at least one vaccine dose, and 46,544 county residents have completed their vaccine series. Washington County PHE has distributed more than 12,000 vaccinations. As of March 26th, Washington County continues to distribute 100% of its allotted vaccines within three days of receipt from the state, which exceeds the state's goal of 90%.

Current vaccine eligibility is all Minnesotans 16 years of age and older are eligible for the COVID-19 vaccine. PHE will continue to follow Minnesota Department of Health guidance and prioritize people in the groups that carry the highest risk of serious illness through targeted outreach and communications. To ensure clinics are full, Washington County clinic appointments will be added to the COVID-19 vaccine webpage as they become available. Staff encourages residents to take the first vaccine offered to them; this could be through a health care provider, public health clinic, employer, or pharmacy provider. All Minnesotans who have not yet been vaccinated should sign up for the COVID-19 Vaccine Connector to find out when, where, and how to get a COVID-19 vaccine. Minnesotans can also use the Vaccine Locator Map to find local vaccine providers.

COMMISSIONER REPORTS

Commissioners reported on meetings and other events that 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 Johnson seconded the motion and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Kriesel, Johnson, Karwoski, and Weik. Nays, none. The County Board meeting adjourned at 11:02 a.m.

BOARD WORKSHOPS WITH ADMINISTRATION

The Board met in workshop session to review the project concept, partnership, and terms for a Land and Water Legacy Program conservation easement on 127 acres on the St. Croix River in May Township. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

The Board met in workshop session for a legislative update to discuss the legislative proposal to modify the current distribution of the Leased Motor Vehicle Sales Tax. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

The Board met in workshop session for a legislative update to discuss a letter to the Washington County delegation opposing county responsibility for funding transit guideway capital maintenance costs. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

Attest:

DocuSigned by:
Kevin Corbid
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Kevin Corbid
County Administrator

DocuSigned by:
Lisa Weik
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Lisa Weik
County Board Chair