

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
APRIL 7, 2020**

**WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES**

The Washington County Board of Commissioners met in regular session remotely at 9:00 a.m.

Present:       Commissioner Lisa Weik, District 5  
                  Commissioner Gary Kriesel, District 3  
                  Commissioner Fran Miron, District 1  
                  Commissioner Wayne Johnson, District 4  
                  Commissioner Stan Karwoski, District 2

Also Present:  Kevin Corbid, County Administrator  
                  Susan Tice, County Attorney Civil Division Chief  
                  Stephanie Kammerud, Board Clerk

Board Chair Fran Miron announced that because of the COVID-19 Pandemic and Emergency Declaration issued by Minnesota Governor Walz and the Declaration of Emergency issued by the Washington County Board of Commissioners on March 17, 2020, the County Board will not be conducting this meeting at the regular location of the Washington County Government Center. Instead, County Board members will participate in this meeting by phone 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 view/monitor this meeting electronically from a remote location via live web stream from the county's public website.

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 County Board is neither 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 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 Miron asked for comments from the public. There were three emails received and are noted as follows:

Keith Franke, St. Paul Park City Council Member and President of Economic Development Authority, supporting an extension of imposing a late fee for paying property taxes due to the pandemic.

Trish Stevens, Membership Director of Hospitality Minnesota, advocating for the commercial property tax deadline to be extended due to the pandemic.

Scott Eggert and Ian Harding, Community Advocates with Lake Links, Gateway, Bicycle Alliance, Mahtomedi Area Green Initiative and Safe Routes to Schools members, supporting County State Aid Highway 12 designation on Old Trunk Highway 244.

## CONSENT CALENDAR

Commissioner Weik moved, seconded by Commissioner Karwoski, to adopt the Consent Calendar as follows:

- A. Approval of the March 17, 2020, County Board meeting minutes.
- B. Approval to apply for a grant through the Minnesota Department of Human Services that would increase the efficiency and coordination of transportation services for adults, ages 65 and older.
- C. Approval of an application for renewal of an On-Sale and Sunday Liquor License for Outing Lodge LLC, in May Township, located at 11661 Myeron Rd. N., Stillwater, MN.
- D. Accept funding from Minnesota Department of Health Local Public Health Grant for COVID-19 response.
- E. Reject all bids received for the County State Aid Highway (CSAH) 5 (CSAH 64 to Sycamore St. W.) Phase 2 Improvement Project.
- F. Approval of **Resolution No. 2020-036** as follows:

### **RESOLUTION TO PURCHASE VACANT LAND AT 120<sup>TH</sup> STREET NORTH FOR INCLUSION INTO PINE POINT REGIONAL PARK**

WHEREAS, Washington County is interested in acquiring the property described herein in Stillwater Township, Minnesota, for inclusion into the Pine Point Regional Park; and,

WHEREAS, the owners agree to sell the property to the County.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby authorize its Chair and Administrator to execute on behalf of the County a Purchase Agreement and any other documents necessary for the County to purchase the property legally described as follows:

The Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) of Section Five (5), Township Thirty (30) North Range Twenty (20) West, excepting the railroad right of way in the Northwest corner.

For the sum of \$776,500.00.

G. Approval of **Resolution No. 2020-037** as follows:

**RESOLUTION APPROVING THE ESTABLISHMENT OF A  
COUNTY STATE AID HIGHWAY 12 IN THE CITIES OF WHITE  
BEAR LAKE AND MAHTOMEDI**

WHEREAS, the County board of the County of Washington approved on May 7, 2019 the jurisdictional transfer, from the State of Minnesota, Department of Transportation to Washington County, of Trunk Highway 244 from Trunk Highway 120 (Century Avenue) to County State Aid Highway No. 12 (Stillwater Road) within Washington County; and

WHEREAS, the State of Minnesota, Department of Transportation, has similarly approved the jurisdictional transfer of Trunk Highway 244 from Trunk Highway 120 (Century Avenue) to County State Aid Highway No. 12 (Stillwater Road) within Washington County to the jurisdiction of Washington County effective June 4, 2019; and

WHEREAS, it appears to the County Board of the County of Washington that the highway segment being transferred should be designated as a County State Aid Highway under the provisions of Minnesota Law; and

WHEREAS, the Cities of White Bear Lake and Mahtomedi have passed resolutions in support of the proposed jurisdictional transfer; and

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Washington that the roadway segments described as follows, to wit:

Beginning at a point that is 130 feet east of the southwest corner of the Southwest Quarter of Section 30, Township 30 North, Range 21 West, Washington County, Minnesota; thence along the established centerline of the public road described as follows: From said point of beginning following a generally easterly and northeasterly direction across part of

the South Half of Section 30, part of the Southwest Quarter of Section 29, and part of the North Half of Section 31, all in said Township 30 North, Range 21 West, to a point on said established centerline that is approximately 310 feet south of the north line of said Southwest Quarter of Section 29 and approximately 1420 feet west of the east line of said Southwest Quarter of Section 29, and there terminating, a distance of 1.32 miles

be, and hereby are established, located, and designated as County State Aid Highway 12 of Washington County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation.

H. Approval of **Resolution No. 2020-038** as follows:

**RESOLUTION DESIGNATING APRIL 20-24, 2020 AS WORK  
ZONE AWARENESS WEEK TO PROMOTE WORK ZONE  
AWARENESS AND SAFETY IN WASHINGTON COUNTY**

WHEREAS, in 1999, the Federal Highway Administration (FHWA) partnered with the American Association of State Highway and Transportation Officials (AASHTO) to create the National Work Zone Awareness Week (NWZAW) campaign, held annually in April prior to the construction season in much of the nation; and

WHEREAS, National Work Zone Awareness Week (NWZAW) is an event that takes place across the United States, with partnerships between state departments of transportation (DOT), national road safety organizations, government agencies, private companies, and individuals; and

WHEREAS, a safe roadway environment for our employees, residents, and visitors is a critical component of Washington County's goal of promoting the health, safety, and quality of life of citizens; and

WHEREAS, everyone deserves to get home safely, but excessive speed, driver distraction, fatigue, and impairment on roadways jeopardize the safety of road workers and road users alike; and

WHEREAS, FHWA has designated April 20 through April 24, 2020 as National Work Zone Awareness Week; and

WHEREAS, the theme for National Work Zone Awareness Week in 2020 is "Safe Work Zones for All: Protect workers. Protect road users."

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby designates April 20-24, 2020 as Work Zone Awareness Week in Washington County.

I. Approval of **Resolution No. 2020-039** as follows:

**PROCLAMATION  
NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK  
APRIL 12, 2020 – APRIL 18, 2020**

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 12, 2020 through April 18, 2020 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 Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

## **PUBLIC WORKS**

### **Approve Contract with Bolton & Menk Inc. for County State Aid Highway (CSAH) 19 and Local Roads Project**

Commissioner Weik moved to approve Contract No. 13335 with Bolton & Menk Inc. in the amount of \$1,702,350 for construction contract administration, and staking of the CSAH 19 and Local Roads project in Woodbury. Commissioner Karwoski seconded the motion and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

## **GENERAL ADMINISTRATION**

### **Resolution Recognizing April 2020 as National County Government Month**

Commissioner Kriesel moved to approve **Resolution No. 2020-040** as follows:

#### **NATIONAL COUNTY GOVERNMENT MONTH – APRIL 2020 “COUNTIES MATTER”**

WHEREAS, the nation’s 3,069 counties serving more than 300 million Americans provide essential services to create healthy, safe, and vibrant communities; and

WHEREAS, counties provide health services, administer justice, keep communities safe, foster economic opportunities and much more; 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, now, more than ever before, as counties are currently actively engaged in the response to the COVID-19 Pandemic, do we see and feel the importance of county services and the key role counties play along with other levels of government to protect our communities; and

WHEREAS, under National Association of Counties (NACO) President Mary Ann Borgeson’s leadership, NACO is demonstrating how “Counties Matter,” especially in supporting older adults, their families and caregivers; 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 annually provides child care assistance to nearly 300 families, provides economic and food support for nearly 5,000 residents, ensures child support is collected and dispersed for more than 6,000 families, and administers the Medical Assistance program to more than 27,000 individuals; and

WHEREAS, Washington County provides support to more than 1,500 individuals with intellectual or developmental disabilities, provides support to more than 400 individuals or families that are at risk of becoming homeless, and fields more than 10,000 calls annually to our crisis response unit; and

WHEREAS, Washington County serves more than 67,000 visitors to our household hazardous waste facility, provides licensing for more than 1,000 food, beverage and lodging facilities, and serves nearly one million visitors to our eight branch libraries; and

WHEREAS, Washington County appraises and collects taxes on more than 113,000 properties, records nearly 50,000 property transaction documents annually, and welcomes more than 1.7 million visitors to our county parks each year; and

WHEREAS, Washington County provide public safety services, including law enforcement, prosecution, probation services and the operation of the county jail; and

WHEREAS, Washington County's internal service departments of human resources, information technology, administration and accounting and finance provide support to ensure all county services are able to be delivered.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners does hereby proclaim April 2020 as National County Government Month in Washington County and provides its sincere thanks to the employees of the county who provide high quality public services each day.

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

## **COVID-19 Update**

County Administrator Kevin Corbid presented several requests for County Board action.

### **County Park Campgrounds**

Mr. Corbid reported that after review and consultation with various agencies, including the Minnesota Department of Natural Resources, the Public Works Department has determined that the recent executive orders from Governor Walz, including orders 20-04, 20-08, and order 20-20, do apply to campgrounds and therefore, campgrounds cannot be opened until May 1, 2020, at 5:00 p.m. The department recommends the board delay opening any campgrounds in our county parks until May 1<sup>st</sup> at 5:00 p.m., which aligns with the date and time listed in Executive Order 20-08.

Many of the campgrounds have site reservations between April 24<sup>th</sup> and May 1<sup>st</sup> and it is recommended that the county provide a full refund to anyone who has a site reserved that will now be impacted by this extended closure. Further, it should be stated that this date could be extended pending additional Executive Orders.

Commissioner Weik asked in addition to the campgrounds, would the public beach areas be included. Deputy County Administrator Jennifer Wagenius reported there have been discussions with staff in Public Works and the Parks Division on different alternatives and more information will be forthcoming. Ms. Wagenius said it will be critical to make decisions on this by May 15 due to the large number of temporary and seasonal employees the county has to hire to provide those services.

Commissioner Karwoski moved to approve delaying the opening of Washington County campgrounds until May 1, 2020, to align with the Governor's Executive Orders 20-04, 20-08 and 20-20, and to promptly notify and offer a full refund to anyone who has a reservation already scheduled that would be impacted by this delayed opening. Commissioner Johnson seconded the motion and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

### **Continuation of Suspension of Public-facing Services**

Mr. Corbid reported on March 17, 2020, the County Board acted to suspend all public-facing services through March 24, 2020. This action was consistent with the action of all metropolitan counties, and many others throughout the State of Minnesota. Continuing to provide direct face-to-face services, while abiding by the social distancing guidelines and direction to limit gatherings to no more than 10 people, had become unworkable, especially in locations such as the county libraries and license centers. On March 24, 2020, the County Board acted to extend the suspension of all public-facing services through April 7, 2020.

Commissioner Johnson moved to approve that the suspension of all public-facing services be continued through April 28, 2020, in response to COVID-19, which includes public-facing services at the county government center, the county's eight public libraries, the county service centers and license centers, all county park buildings, and the North Public Works building, and



to authorize the delivery of services through alternative delivery methods as developed by Department Heads. Commissioner Weik seconded the motion and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

Commissioner Miron asked if the parks playground areas are being sanitized. Public Works Deputy Director/County Engineer Wayne Johnson reported that playgrounds are off limits because they cannot be sanitized on a regular basis. Signs are posted that playgrounds are closed, following guidelines from the state and other regional partners.

Commissioner Karwoski moved to approve that county parks remain operational for the use of their trails and open spaces and that the requirement for a county park pass be waived through April 28, 2020. Commissioner Johnson seconded the motion and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

### **COVID-19 Budget Authority**

Mr. Corbid reported as the county continues to respond to the COVID-19 pandemic, expenditures have been made to purchase cleaning supplies, protective equipment, laptops, technology licenses, and other items. Currently those expenditures are being tracked under a COVID-19 work order, but are being billed against department budgets.

In order to more efficiently track expenses, prepare for possible federal or state reimbursement, and minimize the impact on individual county budgets, Mr. Corbid recommended the county establish a COVID-19 Fund to pay for and track expenses to respond to the pandemic.

Commissioner Kriesel moved to authorize up to \$350,000 in 2020 contingency funds that have been approved as part of the adopted budget to pay for emergency expenses through Emergency Fund 140, as created by County Policy 2508 Emergency Operations Accounting. Commissioner Weik seconded the motion and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

### **Families First Coronavirus Response Act (FFCRA)**

Mr. Corbid reported the federal government passed the Families First Coronavirus Response Act (FFCRA) on March 18, 2020, with an effective date of April 1, 2020. The law requires certain employers, including state and local government, to provide employees with paid sick leave or expanded family and medical leave for six different reasons related to COVID-19. The reasons for paid sick leave up to 80 hours include sick or quarantine for oneself and for family members. The reason for expanded family and medical leave is for child care leave up to 12 weeks, 10 of which are partially paid. Each of the six reasons have different levels of paid benefits up to certain maximums.

The law exempts first responders, correctional officers, sheriff's deputies, 911 dispatchers, correctional and public health nurses, epidemiologists and other essential or critical workers, meaning that local government does not have to allow them to be eligible for this benefit.

For sick leave or quarantine for oneself, the Human Resources Department is recommending that Washington County allow this paid leave for all employees. When an employee is sick or quarantined, they cannot come to work. This presents a fairness issue if the county allows this benefit for only some of the county employees. Mr. Corbid said the county does not want its public safety and critical and essential employees penalized for getting sick or being required to quarantine during the COVID-19 pandemic. Most other fellow county jurisdictions have decided to narrowly carve out this part of the law and allow this paid leave for all county employees.

The Human Resources Department recommends Washington County allow the paid sick leave of up to 80 hours for all employees, and does not exempt first responders, public safety, and other essential and critical employees that are required to continue to work at the county. It would be unfair to exempt essential and critical employees. If a critical/essential employee gets sick, it is only fair to allow them to use the 80 hours of time that other employees are allowed to use. However, it is recommended that critical/essential county staff be exempt from the expanded family and medical leave act portion as laid out in the new law because these employees have the ability to bring children to care facilities and are needed to provide critical county services during the pandemic. This is consistent with many other jurisdictions.

Commissioner Karwoski moved, seconded by Commissioner Johnson, that Washington County allow eligibility for paid sick leave up to 80 hours within the definition and monetary limits as detailed under the Families First Coronavirus Response Act for public safety and other essential or critical workers for their own illness or quarantine.

Commissioner Kriesel asked if there was a sunset on this leave. Human Resources Director Angie Nalezny reported this would be December 31, 2020, in accordance with the federal law.

Mr. Corbid reiterated that this is a federal requirement that the county must follow, including the guidance from Human Resources. If the federal guidance changes, the county would follow this guidance.

Mr. Johnson asked why the board is doing a motion when this leave is federal law. Mr. Corbid said if the board took no action, the county would be excluding critical/essential employees from being able to take the leave. The county wants to be fair and have this leave available to all employees.

Commissioner Kriesel moved to amend the motion to include the sunset date of December 31, 2020. Commissioner Karwoski seconded the motion to amend with inclusion of the federal deadline date of December 31, 2020. The amendment was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

The final motion previously moved by Commissioners Karwoski/Johnson is as follows: that Washington County allow eligibility for paid sick leave up to 80 hours within the definition and

monetary limits as detailed under the Families First Coronavirus Response Act for public safety and other essential or critical workers for their own illness or quarantine, in conformance with the federal guidelines until December 31, 2020.

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

### **Pandemic Response Update**

Public Health & Environment Director Lowell Johnson reported that statewide and nationwide numbers continue to increase dramatically. COVID-19 testing is still very limited. Washington County now has 68 confirmed cases. The first COVID-19 death within the county occurred this past week. Among the positive tests, the majority were community acquired. Earlier in the pandemic, there was great concern with travel related cases, then concerns moved into a pattern of close contact cases. Now, the majority of the positive cases are identified as community acquired, which means the individual does not have any history of travel or close contact cases. The virus is in our neighborhood, towns, and cities.

Mr. Johnson reported a significant development is the recommendation from the CDC for wearing masks. Wearing of masks is now recommended, in addition to social distancing and staying at home. If you go out, wear a mask. There is a community-wide effort taking place for making and donating masks. Mr. Johnson reported that the county's Emergency Operations Center is working on a donations management process if there are a large quantity of masks donated.

Commissioner Kriesel asked if hospitals are overwhelmed or having issues with not enough hospital beds or ventilators. Mr. Johnson reported that according to the state health department, as of today there were 223 persons hospitalized, 115 still hospitalized, and 57 in ICU beds. As a region, we still have capacity, and hospitals are mindful of the fact that they could suddenly be inundated with patients.

### **Other Items**

Mr. Corbid reported that there are no board items that need approval on April 14. It is recommended that the County Board cancel the official meeting, and have workshops only regarding Land and Water Legacy Program, Legislative, and Community Development Agency updates remotely. Commissioner Weik moved to cancel the April 14, 2020, County Board meeting, but have the workshops remotely. Commissioner Johnson seconded the motion, and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none.

Mr. Corbid reported receiving an application for the opening on the South Washington Watershed District. Mr. Corbid will schedule a short interview remotely with the candidate before or after the workshops on April 14 so the board could potentially act on an appointment by the end of the month.

## **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](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 Weik moved to adjourn, seconded by Commissioner Karwoski, and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Karwoski, and Miron. Nays, none. The County Board meeting adjourned at 11:15 a.m.

## **BOARD WORKSHOP – ADMINISTRATION**

The Board met in workshop session to review guidance and policy related to property tax deadline and payments. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Johnson, and Weik. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

A handwritten signature in cursive script that reads "Kevin J. Corbid".

Kevin Corbid  
County Administrator

A handwritten signature in cursive script that reads "Fran Miron".

Fran Miron  
County Board Chair