



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
APRIL 18, 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.

Board Chair Kriesel asked for a moment of silence to honor the police officers recently killed in the line of duty.

COMMENTS FROM THE PUBLIC

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

CONSENT CALENDAR

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

1. Approval of the March 28, 2023, County Board meeting minutes.
2. Approval to restructure a 1.0 Full-Time Equivalent (FTE) Paralegal position to an Office Supervisor position in the County Attorney's Office.
3. Approval of a new 1.0 FTE Housing Manager in the Community Services Department.

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

ATTORNEY'S OFFICE

Resolution to Recognize National Crime Victims' Rights Week

Assistant County Attorney Division Chief Tom Wedes presented a resolution to recognize National Crime Victims' Rights Week, April 23-29, 2023. Mr. Wedes stated that serving victims is at the forefront of the mission of the Washington County Attorney's Office. Mr. Wedes introduced the four victim witness coordinators, who play a crucial role in the success of the Attorney's Office: Christine VonDeLinde, Shawna Kish, Kelley Doolan, and Emma Hause. The department's mission is to protect the rights and aid victims during participation of the criminal justice process, and addressing individual needs caused by victimization. These four remarkable individuals contact the victims of crime during times when victims may be enduring unimaginable circumstances. They are a voice of understanding and assurance for the victims, to let them know that their voices will be heard. The victim witness coordinators work with community-based programs to help victims find resources and support groups, assist victims in dealing with the impact of crime in their lives, and play a crucial role in preparing cases for trial. Victim witness coordinators provide a necessary and vital role in the County Attorney's Office, and in Washington County.

Commissioner Bigham moved to adopt **Resolution No. 2023-035** as follows:

RESOLUTION RECOGNIZING CRIME VICTIMS' RIGHTS WEEK APRIL 23 – 29, 2023

WHEREAS, the term "victim" is more than just a label and has legal standing and protections that go along with it; and

WHEREAS, crime victims' rights acts passed here in Minnesota and at the federal level guarantee victims the right to meaningfully participate and use their voice in the criminal justice process; and

WHEREAS, victim service providers, advocates, law enforcement officers, attorneys, and other allied professionals can help survivors find their justice by enforcing these rights; and

WHEREAS, the right to provide an impact statement ensures that victims' voices are considered in court during the sentencing and, when applicable, restitution processes; and

WHEREAS, including and elevating the voices of survivors makes certain they are heard and seen and creates a path to forging and sustaining community trust; and

WHEREAS, engaging survivors creates responses and services that are credible, meaningful, and centered on individual needs; and

WHEREAS, survivors' lived experience can serve as a catalyst for implementing innovative programs, shifting existing programs in new directions, and changing policies or practices that prevent survivors from accessing services or pursuing justice; and

WHEREAS, National Crime Victims' Rights Week provides an opportunity to recommit to listening to crime survivors in every space where decisions are made that could impact them; and

WHEREAS, Washington County is hereby dedicated to amplifying the voices of survivors and creating an environment where survivors have the confidence that they will be heard, believed, and supported.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners hereby proclaim the week of April 23–29, 2023, as Crime Victims' Rights Week, reaffirming this County's commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week and throughout the year; and expressing our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.

Commissioner Clasen 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 HEALTH & ENVIRONMENT

National Prescription Drug Take Back Day

Environmental Operations Coordinator Adam Frederick and Sheriff's Office Commander Sara Halverson presented recognition of April 22, 2023, as National Prescription Drug Take Back Day.

The Sheriff's Office and the Department of Public Health & Environment run a cooperative program to get drugs off the street and prevent ground and surface water contamination. The prescription drug collection efforts were started during the onset of the opioid epidemic to encourage the public to remove unneeded medications from their homes as a measure of preventing medication misuse and opioid addiction. The program also prevents drugs from entering the environment through the sewer system or solid waste stream.

Mr. Frederick reported that the first National Drug Take Back Day was in 2010. Stand-alone collections continued, and in 2012, the County Board approved a drug drop box in the Sheriff's Office. Since then, drug drop boxes were added at the Headwaters and Cottage Grove service centers, Hugo City Hall, Wildwood Library, and the Woodbury License Center.

Commander Halverson reported that the Secure and Responsible Drug Disposal Act of 2010 allowed for collection of controlled substances through events and drop boxes. However, the Act does not permit collection at the Washington County Environmental Center. To help increase safety of residents and deputies collecting the drugs from the drop boxes, the Environmental Center began collecting sharps in 2012.

Commander Halverson showed promotional materials for the “Take Back” event, year-round drop boxes, and information on safe disposal of medications. Since 2013, the Take Back programs and events have collected and properly disposed of more than 46 tons of material. In 2022, there were nearly six tons of medications collected.

PUBLIC WORKS

Contract for County Road 57 Pavement Preservation Project

Engineer Erin Clarkowski presented a contract for County Road (CR) 57 (Keller Avenue North/Keystone Avenue North). This project is identified in the Capital Improvement Plan as project #RB-2204.

Ms. Clarkowski reported that this project will repave CR 57 from County State Aid Highway 7 (122nd Street North) to north of Lynch Road North, within the City of Hugo and May Township. The scope of this project includes paving, stormwater improvements, and signing and striping replacement.

Ms. Clarkowski reported that five bids were received, and Valley Paving was selected as the lowest bid. This contract will be funded by County Wheelage Tax.

Commissioner Miron moved to approve Contract No. 15391 for \$839,169.64 with Valley Paving Inc. for the CR 57 Pavement Preservation Project. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

Contract for Electrical and Mechanical Engineering in the Law Enforcement Center

Building Services Capital Projects Manager Erik Jalowitz presented a contract for electrical and mechanical engineering for the Law Enforcement Center. This project is identified in the Capital Improvement Plan as #BSD-CW-1601.

Mr. Jalowitz reported that the Law Enforcement Center was built in 1993 and an expansion was completed in 2009. Since then, the majority of the building has remained unchanged. Based on the 2022 Master Plan, there is a need to replace the existing finishes and systems furniture, replace the life safety systems, update the design of the building to maximize the space's flexibility, and update critical systems, including the mechanical, electrical, and plumbing.

Mr. Jalowitz reported that one bid was received from KFI Engineers. This contract will be funded by Capital Investment Funding and Planned Use of Fund Balance.

Commissioner Clasen moved to approve Contract No. 15476 with KFI Engineers for \$335,401 for electrical and mechanical engineering in the Law Enforcement Center. Commissioner Bigham seconded the motion, and it was adopted unanimously.

Resolution to Connect County Highway 15

Design Engineer Kevin Peterson presented a resolution to invoke Minnesota State Statute 163.11 to take over a portion of 58th Street, allowing the county to complete a multimodal connection from the interchange at Highway 36 and Manning Avenue to the Stillwater Area High School.

Mr. Peterson reported that, for the past three decades, Washington County has considered options for creating a connection of County Highway 15 south of Highway 36. Previous County Highway 15 connection opportunities have been lost, leaving the region with one remaining alignment to provide an alternate route to the Stillwater Area High School and help alleviate some of the traffic congestion, while also increasing safety for students and others in the area.

Following the project's inclusion in the Capital Improvement Plan (#RB-2652), the project team began development of this alignment in 2020 with project management team meetings, partner agency discussions, and public feedback opportunities. City and county staff have been discussing a Memorandum of Understanding since April 2022. However, at this time, an agreement has not been reached.

This project requires that the county have jurisdiction of the portion of 58th Street, between Stillwater Boulevard and Memorial Avenue, to allow the connection to County Highway 15. Minnesota Statute 163.11 is authorized under state law, and allows the County Board to recategorize roadways as county highways, then assume responsibility for maintenance and improvements of that road. At this time, utilizing the statute may allow the project team to meet the project development timelines, as outlined in the county's Capital Improvement Plan. The county would assume ownership and maintenance responsibilities of much of the infrastructure within the assumed right-of-way. Utilities and drainage utilizing this right-of-way will be granted access via a permit from Washington County.

Mr. Peterson concluded that if the Board chooses to move forward today, the project team would immediately work to restart project management team meetings, engagement with local businesses, discussion with potential users of the County Highway 15 connection, and advance technical analysis, including traffic modeling, cost estimating, and design among other tasks.

Commissioner Kriesel moved to adopt **Resolution No. 2023-036** as follows:

**RESOLUTION TO TAKE OVER A PORTION OF 58TH STREET IN
OAK PARK HEIGHTS IN ORDER TO CONNECT COUNTY
HIGHWAY 15**

WHEREAS, Minnesota Statute §163.11 subdivision 1 states that County highways may be established, altered, vacated, or revoked by resolution of the county board. Any public highway within the county, other than a trunk highway, municipal state-aid street, or county state-aid highway, may be taken over as a county highway by resolution of the county board; and

WHEREAS, the Washington County Board has established the need in the 2040 Comprehensive Plan to connect County Highway 15 through the cities of Oak Park Heights, Stillwater, and Stillwater Township from Manning Avenue North to Stillwater Boulevard; and

WHEREAS, in order to connect County Highway 15, the County needs to take over jurisdiction of a portion of the existing 58th Street as described in Attachment A, which is hereby incorporated through reference; and

WHEREAS, Washington County attempted over the course of many months to collaborate with the City of Oak Park Heights toward a mutually beneficial arrangement allowing the County to take over a portion of 58th Street to connect the highway in exchange for certain infrastructure improvements benefiting the city, but the County's attempts at collaboration were rejected, thus necessitating the instant resolution and action under state law; and

WHEREAS, existing public utilities (sewer and water) will remain under the ownership and responsibility of the City to be formalized via Permit U-062 from Washington County; and

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners utilizes the powers granted in Minnesota State Statute §163.11 and hereby takes over 58th Street from Memorial Avenue North to Stillwater Boulevard within the City of Oak Park Heights as described in this resolution.

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

Contracts for Road and Bridge Construction Program

Public Works Deputy Director Frank Ticknor presented three contracts for additional personnel needed to administer projects in the 2023 construction program.

Mr. Ticknor reported that the 2023 construction program will include 13 projects valued at more than \$20 million. Due to the projected construction workload for 2023, additional personnel, resources, and expertise will be necessary to successfully administer these projects. Current staff in the construction group includes one project engineer, two construction inspectors, and one survey crew of two people. Public Works has three vacant construction inspector positions, due to

retirements and resignations, that have been vacant more than a year. This shortage of engineering technicians is not unique to Washington County. Public Works is hearing the same challenges from other agencies and private companies. Mr. Ticknor added that Dakota County Technical College may be ending its Civil Engineering Technology program due to lack of instructors, which could further reduce the candidate pool for these types of positions.

Mr. Ticknor reported that with the current staff, Public Works would be able to administer approximately half of the construction projects scheduled for this year. To supplement the full-time staff, Public Works released three Requests for Proposal (RFPs) for the additional personnel needed. The first RFP provides for one project engineer and three construction inspectors to supplement county staff in managing the 2023 construction projects. The second RFP provides for supplemental surveying and staking on construction projects, beyond what can be accomplished by full-time county staff. The third RFP was issued for environmental inspection services to provide expertise and guidance needed to ensure compliance with environmental permits and laws on the construction projects. The total cost of the three consultant contracts is \$1,054, 830, which will be funded through State Aid, Local Contributions, and a transfer from the personnel budget that was available due to the vacant positions.

Commissioner Bigham moved to approve Contract No. 15462 with WSB & Associates Inc. for \$754,830 for project administration and inspection services to support the road and bridge construction program. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Miron moved to approve Contract No. 15463 with WSB & Associates Inc. for \$150,000 for construction surveying and staking services to support the road and bridge construction program. Commissioner Clasen seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve Contract No. 15376 with Alliant Engineering Inc. for \$150,000 for environmental inspection services to support the road and bridge construction program. Commissioner Kriesel seconded the motion, and it was adopted unanimously.

GENERAL ADMINISTRATION

Emergency Services Update

Emergency Services Manager Doug Berglund reported that since the emergency declarations approved by the County Board last week, the county has worked with Belwin Conservancy and opened a temporary tree debris site at Lucy Winton Bell Athletic Fields at Belwin Conservancy, 15601 Hudson Road North in Lakeland. Residents may dispose of tree debris caused by the recent storm, and there is no cost for this service. The drop-off site will be open through May 31.

Mr. Berglund reported that the county continues to communicate with the cities that are facing flood threats, as well as the National Weather Service. Based on the precipitation that is forecast during the next few days, the impact to the rivers' crest is relatively insignificant. However, the length of the crest could be impacted.

Federal Legislative Update

Deputy County Administrator Jan Lucke reported that U.S. House and Senate members announced projects put forth for Community Project Funding. All county projects were on the funding list for at least one congressman, and most were on the list for two or three. Staff awaits to see which projects make the final bill. Staff continues to advocate for county needs with the support of the Downs Governmental Affairs team.

Ms. Lucke reported that a press conference was held last week with the receipt of \$239 million in federal funding for the Gold Line Bus Rapid Transit Project. FTA Administrator Nuria Fernandez spoke, along with U.S. senators Amy Klobuchar and Tina Smith, U.S. Representative Betty McCollum, Minnesota Governor Tim Walz, Washington County Commissioner Stan Karwoski, and Ramsey County Commissioner Trista MatasCastillo. It was the culmination of years of hard work, persistence, and community engagement.

State Legislative Update

Ms. Lucke reported that last week, the Minnesota House of Representatives passed its first omnibus finance bills, including elections, higher education, and the Legacy Amendment funding. This week, members are scheduled to continue the budget process, voting on omnibus finance bills in environment, transportation, and the combined state government and elections bill, as well as others.

Ms. Lucke reported that the Senate passed omnibus finance bills for commerce, judiciary and public safety, jobs and labor bill, and the combined agriculture, broadband, and rural development bill. This week, the Senate will vote on several omnibus finance bills, including Legacy Amendment funding, higher education, human services, transportation, military affairs, state government, and the environment.

Ms. Lucke reported that the county continues to receive invitations to testify on its state funding requests. Commissioner Karwoski testified yesterday at the Senate Transportation Committee, alongside Minnesota Senator Tou Xiong, to request funding for Trunk Highway 36 and Trunk Highway 120 (Century Avenue) interchange.

Collar Counties Letter

County Administrator Corbid requested the board approve the development and publication of an op-ed from the five collar counties, regarding fairness in transportation funding. Commissioner Bigham moved to approve the letter. Commissioner Miron 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

Board correspondence was received and placed on file.

ADJOURNMENT

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

The County Board meeting adjourned at 10:52 a.m.

BOARD WORKSHOPS WITH ADMINISTRATION

The board met in workshop session to discuss consideration of the Land and Water Legacy Project high priority areas map update. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

The board met in workshop session to review current and upcoming vacancies on county boards and commissions. 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:

Handwritten signature of Kevin Corbid in cursive.

Kevin Corbid
County Administrator

Handwritten signature of Gary Kriesel in cursive.

Gary Kriesel
County Board Chair