

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
MAY 5, 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. 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; none were heard.

## **CONSENT CALENDAR**

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

A. Approval of **Resolution No. 2020-052** as follows:

### **MINNESOTA HOUSING FINANCE AGENCY GRANT FOR FAMILY HOMELESS PREVENTION AND ASSISTANCE PROGRAM (FHPAP)**

WHEREAS, pursuant to Minnesota Statutes 462A.204, the Minnesota Housing Finance Agency is authorized to develop a program to assist families who are homeless or are at imminent risk of homelessness and that program is the Family Homeless Prevention and Assistance Program (FHPAP); and

WHEREAS, under the Minnesota FHPAP, the Minnesota Housing Finance Agency can award grants to counties to focus on their emergency response systems on homeless prevention and to secure housing for the homeless; and

WHEREAS, the Washington County Community Services Department has applied for and received FHPAP grant funding since 2007 and has contracted with community providers to utilize the funds to stabilize families in their existing homes, shorten the amount of time that families spend in emergency shelters and assist families with securing transitional or permanent affordable housing; and

WHEREAS, the Washington County Community Services Department has demonstrated the ability to perform the required activities of the Minnesota FHPAP; and

WHEREAS, the Washington County Community Services Department submitted a proposal to Minnesota Housing for FHPAP funding for the July 1, 2019 through September 30, 2021 grant cycle, was awarded \$573,459, with an additional \$12,350 second amendment, for a total of \$585,809 to provide additional prevention services to those at imminent risk of losing their housing; and

WHEREAS, Minnesota Statutes 462A.204 requires a sponsoring resolution of the county board to receive FHPAP grants.

NOW, THEREFORE, BE IT RESOLVED that Washington County, through its Community Services Department and the signature of the county board chair and county administrator, is hereby authorized as an entity charged with the administration of funds made available through the Minnesota Housing Family Homelessness Prevention and Assistance Program in the County of Washington, in Minnesota.

B. Approval of **Resolution No. 2020-053** as follows:

**RESOLUTION TO ACQUIRE RIGHT OF WAY FOR COUNTY  
STATE AID HIGHWAY 19 FROM BAILEY ROAD TO DALE ROAD**

BE IT RESOLVED, that Washington County proceed to improve a portion of County State Aid Highway (CSAH) 19- Woodbury Drive from Bailey Road to a location south of Dale Road as shown on the attached map and along Dale Road east and west of Woodbury Drive. This portion of said highway is located in Sections 26, 27, 34 and 35, Township 28 North, Range 21 West, Washington County, Minnesota.

BE IT FURTHER RESOLVED, that the officers of said County, including the County Engineer, the County Administrator and the County Attorney, shall proceed and are hereby authorized to proceed to acquire, by negotiations and purchase and if necessary the exercise of eminent domain, right of way to establish said highway plus sight corners, permanent slope, drainage and utility easements, and temporary construction easements. Such officers are specifically authorized to take such action and execute any and all instruments and plats if any be necessary, to acquire said right of way and associated easements.

C. Approval of payment to CenturyLink in the amount of \$100,084.33 for relocation of private utilities to accommodate construction of the County State Aid Highway (CSAH) 13 Pedestrian Bridge per Minnesota Department of Transportation (MnDOT) Agreement No. 1030869.

D. Approval of Change Order No. 2 to Contract No. 12925 with Northland Concrete & Masonry Company, in the amount of \$2,284.00 for work on the Wildwood Library project.

E. Approval of **Resolution No. 2020-054** as follows:

**RESOLUTION TO ACCEPT METROPOLITAN COUNCIL  
GRANT AGREEMENT SG-12561**

WHEREAS, the Minnesota Legislature appropriated funds for State Fiscal Years 2020 and 2021 from the Constitutional and Land Legacy Amendment's Parks and Trails Fund to the Metropolitan Council for grants

to implementing agencies as required under the new Minn. Stat. § 85.53 for parks and trails resources (“Parks and Trails Fund Appropriation”); and,

WHEREAS, Grantee is authorized by Minn. Stat. § 85.53, subd. 3 to receive grants from Parks and Trails Fund Appropriations (P&T) to support parks and trails of regional significance; and,

WHEREAS, the Minnesota Legislature appropriated Environmental Natural Resources Trust Fund (ENRTF) funds to the Metropolitan Council for subgrants for the acquisition of lands within the approved park unit boundaries of the metropolitan regional park system; and,

WHEREAS, the Metropolitan Council is authorized by Minn. Stat. § 473.301 to make grants to eligible governmental units for the purpose of acquisition of regional recreation open space in accordance with the Metropolitan Council’s Recreation Open Space Policy Plan; and,

WHEREAS, the Metropolitan Council has expressed its commitment to issue bonds for acquisition and betterment of regional recreation open space lands (“Council Park Bonds”); and,

WHEREAS, Washington County is a governmental unit eligible for a Parks and Trails Fund Appropriation Grant; and,

WHEREAS, Washington County Parks applied to Metropolitan Council for a Parks and Trails Fund Appropriation Grant for the partial reimbursement of the purchase price for the property at PIDs 22.027.20.31.0001, 22.027.20.42.0001, 22.027.20.13.0002 and part of 22.027.20.32.0001, within the planned boundary of St. Croix Bluffs Regional Park.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners accepts the aforementioned grant from the Metropolitan Council and authorizes its County Board Chair and County Administrator to execute on behalf of the county a Metropolitan Council Grant Agreement SG-12561 conditioned upon approval as to form by the Washington County Attorney’s office.

BE IT FURTHER RESOLVED that the Washington County Board of Commissioners hereby accepts the restrictive covenant and declaration to be imposed upon the property at PIDs 22.027.20.31.0001, 22.027.20.42.0001, 22.027.20.13.0002 and part of 22.027.20.32.0001 as a condition of the grant and authorizes Washington County to enter into the restrictive covenant agreement and declaration through the execution of the County Board Chair and County Administrator.

BE IT FURTHER RESOLVED that the Washington County Board of Commissioners hereby authorizes the recording of said restrictive covenant agreement and declaration with the Washington County Recorder's Office.

- F. Approval of an extension to Metropolitan Council Grant Agreement No. SG-05824 in the amount of \$1,346,797 for St. Croix Bluffs Regional Park Pole Barn Maintenance & Renovation.
- G. Approval of an extension to Metropolitan Council Grant Agreement No. SG-05959 in the amount of \$90,000 for branding, marketing, software upgrades, and design throughout Washington County's Regional Parks & Trails.
- H. Approval of an extension to Metropolitan Council Grant Agreement No. SG-12099 in the amount of \$813,048.22 for Nelson Property Acquisition for Big Marine Park Reserve.
- I.
  - 1. Approval of Contract No. 13409 with Scott Petersen Construction Inc. for the window restoration project at the Historic Courthouse in the amount of \$168,900.
  - 2. Approval of permanent use of fund balance in an amount not to exceed \$134,000 from the Historic Courthouse Restoration Fund 412 for the window restoration project.

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 Contracts for the Cottage Grove Ravine Lower Landing Facility Project**

Public Works Deputy Director/County Engineer Wayne Sandberg presented ten contracts for construction on the Cottage Grove Ravine Park Lower Landing Facility project. The total amount of all contracts is \$2,810,112.00.

Following the presentation, commissioners asked a number of questions related to the project. Concerns centered on the impact of the COVID-19 social distancing requirements that may be around for quite some time would have on the layout of the building and potential use of the space.

In response to a question on what impact a delay in approving contracts would have, Mr. Sandberg stated if this project does not move forward within the next couple of weeks, all bids submitted would expire and the department would have to re-bid the entire package at a future date. Mr. Sandberg anticipates it would take another year to bring this project forward again, and costs would increase as well.

Commissioner Karwoski moved to table this item until next week's board meeting, to gather more research. Commissioner Weik seconded the motion to table this item until May 12, 2020. The motion was adopted 3-2 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, and Karwoski. Nays, Commissioners Johnson and Miron.

## **GENERAL ADMINISTRATION**

### **COVID-19 Update**

County Administrator Kevin Corbid presented requests for County Board action.

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

Mr. Corbid reported that the Governor has extended the Stay at Home Minnesota Order through May 18, 2020. The County Board extended its suspension of public-facing services through May 3, 2020. Based on those actions, staff recommends continuing the county's suspension of public-facing services through May 18, 2020, to mirror the Governor's Stay at Home Minnesota Order. The County Board has provided authority to the county administrator to reopen certain public-facing services when it is safe and reasonable to do so.

Commissioner Weik moved that the suspension of all public-facing services be continued through May 18, 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, and the North Public Works building, and to authorize the delivery of services through alternative delivery methods as developed by department heads. Commissioner Kriesel 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.

#### **County Parks Vehicle Permit Fees**

The County Board first took action on March 18, 2020, to waive the vehicle permit fee in the county parks. The current fee waiver goes through the end of the day on May 5, 2020. During its meeting on April 28, 2020, the board asked for additional information related to the fee waiver, including its impact on parks operations and revenue. In addition, county staff reached out to the Parks and Open Space Commission members for their input as requested by the board.

Commissioner Miron moved for public outreach/press release that effective today, park permits will be required for entrance into all Washington County Parks. 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.

### **State and Federal Legislative Update**

County Administrator Kevin Corbid reported that county staff have been in regular contact with a number of individuals on both the state and federal level. This includes phone calls with Margaret Vesel from Larkin Hoffman, Tom Downs and Mike Erlandson from Downs and Associates, and regular meetings and calls with Matt Massman and his team at Minnesota Inter-County Association (MICA) and Julie Ring, Matt Hilgart, and others at Association of Minnesota Counties (AMC).

On the federal level, the county continues to receive updates on the potential actions for additional recovery or stimulus bills related to COVID-19. Both Mr. Downs and Mr. Erlandson were very helpful getting the county's message to key members of our delegation about the importance of federal assistance to counties and cities and the importance of federal assistance potentially covering loss of revenue. While there has not been success yet on those two issues, the county is optimistic for that assistance.

On the state level, there are uncertainties on the bonding bill. Staff believes we are well positioned on the county's key legislative items; bonding proposals for Manning and 36, the 4<sup>th</sup> Street bridge, the R&E improvements, and our parks projects. The county is hopeful for funding for Community Corrections but this is less likely with the state's drop in revenue.

Communication will continue with our lobbyists and Mr. Corbid will keep the board apprised if the lobbyists have any requests for last minute appeals.

Mr. Corbid received a request from state senators Bigham and Kent to provide estimates of the potential costs that the county has incurred between the beginning of the COVID-19 response, through the end of calendar year 2020. Mr. Corbid reviewed the cost estimates that will be provided to the Legislature. Payroll costs for staff that are working on the COVID-19 response to date, and through 2020, are approximately \$4 million. Unbudgeted costs for emergency shelter, supplies, and PPE (personal protection equipment) for staff, are approximately \$1.3 million. Potential emergency housing costs are estimated at \$1 million. The approximate total of costs are between \$5.5 million and \$7 million. One caveat will be that none of the costs for the potential county role of doing contact tracing is included. If the county role in contact tracing is significant, it will raise costs substantially. These estimates also do not include any lost revenue.

## **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 Karwoski moved to adjourn, seconded by Commissioner Weik, 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 11:41 a.m.

Attest: 

Kevin Corbid  
County Administrator



Fran Miron  
County Board Chair