



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MAY 9, 2023**

WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY CONVENES

The Washington County Regional Railroad Authority (WCRRA) met in regular session at 9:00 a.m. in the Washington County Government Center, County Board Room. Present were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. WCRRA Chair Bigham presided. Also present were Kevin Corbid, County Administrator; Susan Tice, County Attorney Civil Division Chief; Stephanie Kammerud, Administrative Assistant; and county staff. Official Proceedings of the Regional Railroad Authority are available in the Office of Administration.

The Board recited the Pledge of Allegiance.

WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES

The Washington County Board of Commissioners met in regular session at 9:15 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

Board Chair Kriesel asked for a moment of silence to honor St. Croix County Deputy Kaitie Leising, who was killed in the line of duty.

COMMENTS FROM THE PUBLIC

Board Chair Kriesel asked for comments from the public.

Lowell Gillem, Forest Lake, requested assistance in having an American flag installed at the Trailside Senior Living in Forest Lake. Mr. Gillem stated that there are 17 veterans who reside in this community, and any assistance from Washington County with having a flag installed would be appreciated.

CONSENT CALENDAR

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

1. Approval of the April 18, 2023, County Board meeting minutes.
2. Approval to appoint Kristin Tuenge, to a partial term on the Groundwater Advisory Committee as a Municipal Government position, with a term expiring December 31, 2025.
3. Approval to appoint Colleen Swedberg, Oakdale, to the District 2 position on the Community Development Block Grant Citizen Advisory Committee to a partial term expiring December 31, 2023.
4. Approval to appoint Colleen Swedberg, Oakdale, to an At Large position, with a partial term expiring December 31, 2024, on the Historic Courthouse Committee.
5. Approval of **Resolution No. 2023-045** as follows:

RESOLUTION REAPPOINTING MICHAEL WHITE TO THE CARNELIAN MARINE ST. CROIX WATERSHED DISTRICT

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the county, state or federal government, except that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the experience of the individual being reappointed to determine if he is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following reappointment it finds that the managers of the watershed district fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being reappointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby reappoints Michael White to a second term on the Carnelian Marine St. Croix Watershed District, to begin on June 21, 2023 and end on June 21, 2026.

BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

6. Approval of **Resolution No. 2023-046** as follows:

**RESOLUTION REAPPOINTING ANN WARNER TO THE
CARNELIAN MARINE ST. CROIX WATERSHED DISTRICT**

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the



county, state or federal government, except that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the experience of the individual being reappointed to determine if she is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following reappointment it finds that the managers of the watershed district fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being reappointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby reappoints Ann Warner to a first full term on the Carnelian Marine St. Croix Watershed District, to begin on June 21, 2023 and end on June 21, 2026.

BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

7. Approval of **Resolution No. 2023-047** as follows:

**RESOLUTION REAPPOINTING VICTORIA DUPRE TO THE
CARNELIAN MARINE ST. CROIX WATERSHED DISTRICT**

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the county, state or federal government, except that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the

experience of the individual being reappointed to determine if she is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following reappointment it finds that the managers of the watershed district fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being reappointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby reappoints Victoria Dupre to a second term on the Carnelian Marine St. Croix Watershed District, to begin on June 21, 2023 and end on June 21, 2026.

BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

8. Approval of **Resolution No. 2023-048** as follows:

**JOINT POWERS AGREEMENT WITH
THE STATE OF MINNESOTA,
DEPARTMENT OF CORRECTIONS**

BE IT RESOLVED, that the Washington County Attorney's Office is authorized to enter a Joint Powers Agreement with the State of Minnesota, Department of Corrections, Facilities Division, for reimbursement of prosecution expenses to state correctional facilities for the period of July 1, 2023, through June 30, 2024.

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

9. Approval of an application for renewal of an On-Sale and Sunday Liquor License for the Outing Lodge at Pine Point, in Stillwater Township, 11661 Myeron Road North in Stillwater.

10. Approval of **Resolution No. 2023-049** as follows:

**RESOLUTION ADOPTING THE APPROVAL OF AN
APPLICATION TO CONDUCT EXCLUDED BINGO FOR THE
AFTON BAYPORT LAKELAND LIONS CLUB**

WHEREAS, an application has been received from the Afton Bayport Lakeland Lions Club to conduct excluded bingo at the Washington County Fairgrounds located in Baytown Township from August 2 - 6, 2023, and

WHEREAS, Minn. Stat. 349.166 and Minn. Rule 7861.0330 provide that bingo games may be conducted by an organization in connection with a county fair with prior approval of the County Board of Commissioners by resolution and remitted to the Minnesota Gambling Control Board for their consideration.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners approves the Application to Conduct Excluded Bingo from the Afton Bayport Lakeland Lions Club at the Washington County Fairgrounds, located in Baytown Township, and for it to be remitted to the Minnesota Gambling Control Board for their consideration.

11. Approval of an application for renewal of an On-Sale and Sunday Liquor License for Cenco Farms Inc., Afton Apple Orchard, in Denmark Township, 14421 S. 90th Street in Hastings.

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

COMMUNITY SERVICES

Resolution to Accept Grant Funds from Minnesota Housing Finance Agency

Division Manager Sarah Tripple presented a resolution to authorize Washington County to accept additional grant funds from the Minnesota Housing Finance Agency for the Family Homelessness Prevention and Assistance Program (FHPAP), and a contract with Coratel Inn and Suites to secure rooms to provide emergency housing to individuals experiencing homelessness in Washington County.

Ms. Tripple reported that the Washington County Community Services Department has applied for and received FHPAP grant funding since 2007. The county has contracted with community providers to utilize the funds to stabilize families and individuals in their existing homes, shorten the amount of time that people spend in emergency shelter, and assist people with securing transitional or permanent affordable housing.

Ms. Tripple reported that on March 30, 2023, the Legislature approved an additional \$50 million for FHPAP. Washington County received \$1,165,000 in Fast Track funding, and the county is required to sub-grant this funding to two of the current FHPAP providers as additional Homelessness Prevention funds. Funds will be shared by sub-grantees Solid Ground (supporting families), which will receive approximately \$650,000, and Community Action Plan of Ramsey and Washington (supporting singles), which will receive approximately \$420,000. Approximately \$100,000 will remain in Washington County to be used to hire a Case Aide to assist in navigating economic support.

Commissioner Karwoski moved to adopt **Resolution No. 2023-050** 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 October 1, 2021, through September 20, 2023, grant cycle was awarded \$502,300.00; and

WHEREAS, an additional \$22,200.00 was awarded by MN Housing to Washington County, for a total of \$524,500.00 which has been accepted through Resolution No. 2023-010; and



WHEREAS, on March 31, 2023, Governor Walz signed into law \$50 million of new FHPAP funding under 2023 Minnesota Session Laws, Chapter 20, Section 1, which allows the new FHPAP funding to be allocated to existing program administrators; and

WHEREAS, an additional \$1,165,000.00 has been awarded by MN Housing to Washington County, for a total of \$1,689,500.00; 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 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.

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners does hereby delegate the authority to electronically sign the contract amendment with the Minnesota Housing Finance Agency for the Family Homeless Prevention and Assistance (FHPAP) Fast Track Program for the period of June 1, 2023, through September 30, 2023, and accept funds in the amount of \$1,165,000 to the Community Services Department Director without further board action.

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.

Commissioner Clasen moved to approve Contract No. 15461 with Coratel Inn and Suites for a do-not-exceed amount of \$450,000 to secure rooms to provide emergency housing to individuals experiencing homelessness in Washington County for the term of May 22, 2023, through December 31, 2023. Commissioner Bigham seconded the motion, and it was adopted unanimously.

PUBLIC WORKS

Contract for County State Aid Highway 15 Improvement Project

Engineer Eden Rogers presented a design contract for the County State Aid Highway (CSAH) 15 (Manning Avenue North) Improvement Project. This project is within the cities of Lake Elmo, West Lakeland Township, and Baytown Township, from CSAH 10 (10th Street North) to 30th Street North. It is identified in the Capital Improvement Plan as project #RB-2684.

Ms. Rogers reported that this contract is for preliminary and final design services, including project coordination, data collection, utility coordination, public engagement, traffic and intersection



analysis, drainage analysis, geotechnical evaluation, and environmental documentation. The project is scheduled for construction in 2025.

Ms. Rogers reported that six proposals were received, and Graef Engineering was selected as the preferred qualified consultant. This contract will be funded by County State Aid.

Commissioner Kriesel moved to approve Contract No. 15512 for \$274,170 with Graef Engineering for the CSAH 15 Improvement Project. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

SHERIFF'S OFFICE

Resolution for National Law Enforcement Week and Law Enforcement Memorial Day

Sgt. Joel Legut presented a resolution to recognize National Law Enforcement Week from May 14, 2023, through May 20, 2023, and Law Enforcement Memorial Day on May 15, 2023.

Sgt. Legut reported that National Law Enforcement Week is about honor, gratitude, remembrance, and support of the dedicated law enforcement officers for their vital contribution in public safety for the well-being of the community.

Sgt. Legut reported that in honor of Law Enforcement Memorial Day, the Washington County Sheriff's Office invites the public to the Historic Courthouse on Monday, May 15, 2023, at noon to its annual ceremony honoring those who made the ultimate sacrifice.

Commissioner Miron moved to adopt **Resolution No. 2023-051** as follows:

**PROCLAMATION
WASHINGTON COUNTY TO RECOGNIZE
NATIONAL LAW ENFORCEMENT WEEK AND
LAW ENFORCEMENT MEMORIAL DAY**

WHEREAS, established by a joint resolution of Congress in 1962 to pay special recognition to law enforcement officers and the vital contribution they make in public safety; and

WHEREAS, by the enforcement of our laws, these same officers have given our country internal freedom from fear of the violence and civil disorder that is presently affecting other nations; and

WHEREAS, these officers have safeguarded the lives and property of their fellow Americans; and

WHEREAS, this week is dedicated to honoring Washington County's law enforcement officers for their service and sacrifices; and

WHEREAS, the Washington County Sheriff's Office would like to invite the public to the Historic Courthouse on May 15, 2023 at 12:00 PM for their annual ceremony memorializing those who made the ultimate sacrifice.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby proclaim May 14, 2023, through May 20, 2023, as Law Enforcement Week, and May 15, 2022, as Law Enforcement Memorial Day.

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

GENERAL ADMINISTRATION

Legislative Update

Deputy County Administrator Jan Lucke reported that all major budget and finance bills have now been passed by both chambers of the Minnesota Legislature, and conference committees have been appointed to resolve the differences. There are two weeks until the constitutional deadline to adjourn, and legislators from both chambers are working tirelessly to sort out the differences in each chamber's approach to the state budget.

Ms. Lucke reported that only the legacy amendment bill is done, and it includes funding for the Trust for Public Lands (TPL), in partnership with the Department of Natural Resources (DNR), to establish a Wildlife Management Area adjacent to Big Marine Park Reserve. Staff are planning a board workshop in June with TPL and the DNR to learn more about that project and share any expectations that the County Board may have.

The Transportation Finance and Policy Conference Committee is meeting this afternoon. Staff continue to communicate that any new transportation funding needs to include a portion that is directly allocated to counties, rather than given to the Minnesota Department of Transportation or the Metropolitan Council, and subject to formulas or competitive solicitations that the county has difficulty accessing.

Cancellation of July 25, 2023, Workshop Only Meeting

County Administrator Kevin Corbid reported that due to the commissioners attending the National Association of Counties Annual Conference at the end of July, staff is requesting to cancel the Workshop Only meeting scheduled for July 25, and update the 2023 Board Meeting Calendar accordingly.

Commissioner Bigham moved to approve cancelling the July 25, 2023, Workshop Only meeting. Commissioner Clasen seconded the motion, and it was adopted unanimously.

State Disaster Declaration

Mr. Corbid reported that Emergency Services Manager Doug Berglund has informed him that Washington County received notification from the Department of Homeland Security and Emergency Management that the county has been granted state disaster status from Governor Tim Walz, which will allow for federal reimbursement of costs related to the ice storm on March 31.

Mr. Corbid reported that Mr. Berglund has communicated with cities related to the flood response, and preliminary damage assessments will be completed the weeks of May 15 and May 22. After those assessments are complete, the county will have 30 days to request a similar governor's declaration, if the damage is enough to meet the federal thresholds.

COMMISSIONER REPORTS

Commissioners reported on meetings and other events they attended. Please see archived web streaming of the board meeting for full commissioner reports at www.co.washington.mn.us, under "County Board."

BOARD CORRESPONDENCE

Board correspondence was received and placed on file.

ADJOURNMENT

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

The County Board meeting adjourned at 10:37 a.m.

BOARD WORKSHOP WITH THE LIBRARY

The board met in workshop session for a presentation of current innovations in library access. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BOARD WORKSHOP WITH PUBLIC WORKS

The board met in workshop session for an update on the West Central Service Center schematic design process and site layout. 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:

Kevin Corbid
Kevin Corbid
County Administrator

Gary Kriesel
Gary Kriesel
County Board Chair