



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
JUNE 13, 2023**

**WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES**

The Washington County Board of Commissioners met in regular session at 3:30 p.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  
                  Susan Tice, County Attorney Civil Division Chief  
                  Stephanie Kammerud, Administrative Assistant

The Board recited the Pledge of Allegiance.

**COMMENTS FROM THE PUBLIC**

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

**CONSENT CALENDAR**

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

1. Approval to appoint Jenny DeMaria, Woodbury, as the District 5 representative to the Planning Advisory Commission, to a partial term expiring December 31, 2023.
2. Approval to appoint Jenny DeMaria, Woodbury, as the District 5 representative to the Board of Adjustments and Appeals, to a partial term expiring December 31, 2025.
3. Approval to appoint Meri Danielson, Cottage Grove, as the District 4 representative to the Parks and Open Spaces Commission, to a partial term expiring December 31, 2024.
4. Approval to reappoint Mr. John M. Burcaw to a first full term on the Workforce Development Board as a Labor (Training) Representative with a term expiring June 30, 2026.
5. Approval to reappoint Susan Evans to a fifth term on the Workforce Development Board as an (Adult Basic) Education representative with a term expiring June 30, 2026.

6. Approval of **Resolution No. 2023-066** as follows:

**MINNESOTA HOUSING FINANCE AGENCY SUB-GRANTEE  
CONTRACTS FOR FAMILY HOMELESS PREVENTION AND  
ASSISTANCE PROGRAM (FHPAP) FAST TRACK**

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

**WHEREAS**, 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, adults and youth 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 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, referred to as the Fast Track Program, under 2023 Minnesota Session Laws, Chapter 20, Section 1, with the intent to provide urgent relief to low-income households and which allows the new FHPAP Fast Track funding to be allocated to existing program administrators; and

**WHEREAS**, an additional \$1,165,000.00 in Fast Track Program funding has been awarded by MN Housing to Washington County, which has been accepted through resolution No 2023-050, for a total FHPAP amount of \$1,689,500.00; and



**WHEREAS**, our local FHPAP Advisory Board, Heading Home Washington, has voted to award two current sub-grantees, Solid Ground and Community Action Partnership of Ramsey and Washington Counties, contracts to expend these Fast Track Program funds; and

**WHEREAS**, Solid Ground has been awarded an additional \$647,972 to provide Homelessness Prevention to households with minor children; and

**WHEREAS**, Community Action Partnership of Ramsey and Washington Counties has been awarded an additional \$419,150 to provide Homelessness Prevention to households without minor children; and

**NOW, THEREFORE, BE IT RESOLVED**, that Washington County, through its Community Services Department and the signature of the Board Chair and County Administrator, is hereby authorized to execute contracts, along with any future contract amendments, for the administration of Fast Track Program funds made available through the Minnesota Housing Family Homelessness Prevention and Assistance Program in the County of Washington, in Minnesota.

7. Approval of the Needs Determination for Rise, Inc. to close their Stillwater site for Day Support Services effective July 1, 2023.
8. Approve Agreement No. 15209 with PaintCare, establishing eligibility for participation in PaintCare's paint collection program.
9. Approval of **Resolution No. 2023-067** as follows:

**ACCEPTANCE OF DONATION FROM THE MANY FRIENDS  
AND FAMILY MEMBERS OF CHARLES HENRY GIERKE FOR  
INSTALLATION OF A BENCH WITH COMMEMORATIVE  
PLAQUE TO BE PLACED AT LAKE ELMO PARK RESERVE**

**WHEREAS**, Washington County gratefully accepts donations, gifts, and bequests from public and private sources to enhance the programs and services it provides; and

**WHEREAS**, Minn. Stat. 375.26 authorizes the county board to accept gifts, donations and bequests on behalf of the county; and

**WHEREAS**, Washington County Parks has a wide array of donation opportunities for individuals and groups to provide support for the park system; and



**WHEREAS**, the Washington County Parks - Park Bench Program, allows an individual or group to donate funds to install and maintain a park bench to be used on a trail or near a park facility; and

**WHEREAS**, for a donation of \$2,500, a cedar bench with commemorative plaque may be placed along a turf trail and will be guaranteed for a minimum of five (5) years; and

**WHEREAS**, the friends and family members of Charles Henry Gierke wish to place a bench in honor of him at Lake Elmo Park Reserve.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners does hereby accept a donation in the amount of \$2,500 from the many friends and family members of Charles Henry Gierke for installation of a cedar park bench with commemorative plaque at Lake Elmo Park Reserve; and

**BE IT FURTHER RESOLVED**, that Washington County will maintain the bench site, including repair and replacement of the bench and plaque for a period of five years; and

**BE IT FURTHER RESOLVED**, that after five years, Washington County has the option to dispose, replace, or relocate the bench and plaque as needed.

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

## **HUMAN RESOURCES**

Risk & Benefit Manager Julie Sorrem reported that Washington County was recognized for excellence in workplace safety and health during the 2023 Minnesota Safety & Health Conference on May 2, 2023. Ms. Sorrem reported that there were 210 employers honored with the Governor's Safety Awards in Minnesota. Washington County received the Outstanding Achievement Award, for which there is continuing process improvement and the employers' incident rate is 51-90% better than industry average. Ms. Sorrem acknowledged the county's Safety Committee and presented the award to the County Board.

## **PUBLIC WORKS**

### **Resolution and Contracts for the County State Aid Highway 38 Multi-Use Trail Project**

Design Engineer Kevin Peterson presented a resolution and three contracts for the County State Aid Highway (CSAH) 38 Multi-Use Trail Project in the City of Newport. This project is identified as #RB-2660 in the Capital Improvement Plan. This project will complete a gap in the off-road segment of the trail.

Mr. Peterson reported that five bids were received, and Danner Inc. was selected as the lowest bid. This contract will be funded by Federal Grants, Local Contributions, Highway State Aid, and Wheelage Tax.

Commissioner Bigham moved to adopt **Resolution No. 2023-068** as follows:

**RESOLUTION TO ACCEPT BID  
COUNTY STATE AID HIGHWAY (CSAH) 38  
MULTI-USE TRAIL PROJECT**

**WHEREAS**, in order to construct a multi-use trail and associated roadway improvements, Washington County solicited bids for this project; and,

**WHEREAS**, on May 16, 2023, bids for the project were open and it was determined that Danner Inc. was the lowest responsible bidder.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners hereby accepts the bid from Danner Inc. in the amount of \$1,088,093.55 in order to complete the above described project and authorized the county to enter into a contract with Danner Inc. pursuant to the rights and obligations contained in the county's bid specifications and the Danner Inc. proposal thereto.

**BE IT FURTHER RESOLVED**, that the contract between the county and Danner Inc. be executed through the signatures of the Chair of the Washington County Board of Commissioners and the Washington County Administrator without further action of the County Board conditioned upon compliance with all bid specifications requirements and approval as to form by the Washington County Attorney's Office.

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.

Commissioner Bigham moved to approve Contract No. 15552 for \$1,088,093.55 with Danner Inc. for the CSAH 38 Multi-Use Trail Project. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve Cooperative Cost Agreement No. 15488 with the City of Newport for the CSAH 38 Multi-Use Trail Project. Commissioner Miron seconded the motion, and it was adopted unanimously.

Commissioner Bigham moved to approve Cooperative Maintenance Agreement No. 15489 with the City of Newport for the CSAH 38 Multi-Use Trail Project. Commissioner Karwoski seconded the motion, and it was adopted unanimously.

## **GENERAL ADMINISTRATION**

County Administrator Kevin Corbid announced that June 15 is the grand opening of Oxbow Trails in Afton. Oxbow Trails is a Land and Water Legacy Program project that is a collaboration between Washington County and the City of Afton.

## **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](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, the County Board meeting adjourned at 4:02 p.m.

## **BOARD WORKSHOP WITH COMMUNITY SERVICES**

The board met in workshop session to review the Medicaid renewal funding proposal. 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 ADMINISTRATION**

The board met in workshop session to discuss outcomes of the 2023 legislative session. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

Attest:

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

Kevin Corbid  
County Administrator

A handwritten signature in cursive script that reads "Gary Kriesel".

Gary Kriesel  
County Board Chair