

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
JUNE 16, 2020**

**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 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

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 the May 26, 2020, County Board meeting minutes.
- B. Approval to apply for and accept additional Emergency Services Program (ESP) funds in the amount of \$41,040 and \$92,850 to support sheltering those experiencing homelessness during the COVID-19 peacetime emergency from the Minnesota Department of Human Services for the period of April 1, 2020, up to February 28, 2021, and authorize its execution pursuant to Minn. Stat. 373.02.
- C. Approval of the township plat for Kloeber Addition.
- D. Approval of Contract No. 13456 with HDR Consulting Inc. in the amount of \$299,928.90, for the County State Aid Highway (CSAH) 3 Improvement Project (RB-2641).
- E. Approval of Change Order No. 6 and Change Order No. 7 to Contract No. 12859 with Belair Sitework Services, in the amount of \$41,481.64 for work on the Wildwood Library Project (BSD-WWL-001).

- F. Approval of Change Order No. 4 to Contract No. 12838 with Action Fence, in the amount of \$9,573.87 for work on the Wildwood Library Project (BSD-WWL-001).
- G. Approval of Change Order No. 1 to Contract No. 12840 with Peterson Companies, in the amount of \$12,854.85 for work on the Wildwood Library Project (BSD-WWL-001).
- H. Approval of Change Order No. 3 to Contract No. 12967 with Twin Cities Hardware, in the amount of \$1,936.00 for work on the Wildwood Library Project (BSD-WWL-001).
- I. Approval of **Resolution No. 2020-062** as follows:

**RESOLUTION FOR SECOND AMENDMENT TO PURCHASE  
AGREEMENT FOR SALE OF AN INTEREST IN LAND NOT  
NEEDED AS PART OF THE WASHINGTON COUNTY PUBLIC  
WORKS SOUTH SHOP CAMPUS IN THE CITY OF WOODBURY**

WHEREAS, Washington County has the ability to sell property pursuant to Minnesota Statute § 373.01 Subd. 1(5)(b); and,

WHEREAS, Washington County advertised for sale approximately 8 acres in the City of Woodbury that is within the Public Works South Shop Campus complying with the requirements of said statute; and,

WHEREAS, Xcel Energy was awarded the bid and Washington County entered into a Purchase Agreement with Xcel Energy on 3/26/19; and,

WHEREAS, a First Amendment to Purchase Agreement was signed on November 26, 2019 to extend the Closing Date and the Contingency Date within the Purchase Agreement; and,

WHEREAS, the 8 acre parcel is now being platted and the Purchase Agreement needs to be amended by a Second Amendment to Purchase Agreement to reflect the legal description change in the Recital Section 1 of the Purchase Agreement from a metes and bounds description to a Lot and Block description for the new plat identified as Raptor Substation; and,

WHEREAS, Section 2 “Closing Date” of the Purchase Agreement will also need to be amended to extend the Closing Date to July 30, 2020.

NOW, THEREFORE BE IT RESOLVED, that Washington County Board of Commissioners has reviewed the Second Amendment to Purchase Agreement and authorizes the change in Recital Section 1 to replace the legal description from a metes and bounds description to a lot and block description together with extending the Closing Date to July 30, 2020.

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners do hereby continue authorize its Chair and Administrator to execute on behalf of the County a Second Amendment to Purchase Agreement and any other documents necessary for the County to complete the sale of the property legally describe as follows:

Lot 1, Block 1, Raptor Substation, Washington County, Minnesota

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

## **LIBRARY**

### **Resolution – Summer at Your Library 2020 Proclamation**

Commissioner Johnson moved to approve **Resolution No. 2020-063** as follows:

#### **SUMMER AT YOUR LIBRARY 2020 PROCLAMATION**

WHEREAS, summer is traditionally the busiest and most exciting season at the library; and

WHEREAS, participation in summer library programs can neutralize summer learning loss, and improve comprehension and memory skills for children and teens; and

WHEREAS, these programs and activities encourage library users of all ages to become lifelong readers and learners; and

WHEREAS, the coronavirus pandemic has changed the way libraries deliver services and Washington County Library has adapted its summer programming to offer virtual events, curbside programs, and individual activities that encourage reading and learning for all ages;

WHEREAS, libraries continue to serve as a resource for all members of the community, regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status; and

NOW, THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners does hereby proclaim June 15 to August 15 as Summer at Your Library and extends its appreciation and thanks to library staff for their work inspiring curiosity, championing innovation, and sparking opportunity for all residents of Washington County.

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.

## **PUBLIC WORKS**

### **Approve Contract with Building Restoration Corporation for the Law Enforcement Center Parking Ramp Restoration Phase 2 Project**

Commissioner Weik moved to approve Contract No. 13488 in the amount of \$1,129,722 with Building Restoration Corporation, for work on the Law Enforcement Center Parking Ramp Restoration Phase 2 project. Commissioner Karwoski seconded the motion and it was adopted unanimously.

## **GENERAL ADMINISTRATION**

### **Resolution – Appointing Property Records and Taxpayer Services Director Debra Ledvina as County Recorder**

Commissioner Weik moved to approve **Resolution No. 2020-064** as follows:

#### **RESOLUTION TO APPOINT WASHINGTON COUNTY DIRECTOR OF PROPERTY RECORDS AND TAXPAYER SERVICES DEBRA LEDVINA AS THE COUNTY RECORDER**

WHEREAS, the 1997 Minnesota Legislature enacted 1997 Minnesota Laws Chapter 153 which is special legislation investing the Washington County Board of Commissioners with the authority to discharge the statutory duties of the offices of County Recorder and County Auditor-Treasurer through department heads appointed by the Board for these purposes; and

WHEREAS, 1997 Minnesota Laws Chapter 153, requires the County Board to appoint a department head as the County Recorder to act for it in the discharge of the duties of the County Recorder; and

WHEREAS, the County Board of Commissioners, at its meeting of July 25, 2006, adopted a new organizational structure which merged the Assessment, Taxpayer Services and Elections Department and the Office of Recorder into the newly named Department of Property Records and Taxpayer Services; and

WHEREAS, the County Board of Commissioners in their Resolution 97-131 set forth the manner in which the department head shall be appointed; and

WHEREAS, the County Board appointed Jennifer Wagenius as the County Recorder on May 8, 2012; and

WHEREAS, Jennifer Wagenius has been appointed as Deputy County Administrator effective February 24, 2020; and

WHEREAS, Debra Ledvina has been appointed as the Director of Property Records and Taxpayer Services effective June 9, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Administrator hereby appoints Debra Ledvina as the County Recorder and the County Board of Commissioners hereby consents to this appointment.

BE IT FURTHER RESOLVED, that the appointed Recorder shall discharge the statutory duties of this office effective June 16, 2020.

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.

### **Composting Concepts Update**

County Administrator Kevin Corbid reported that following last week's board workshop, staff met as directed with the owners of Composting Concepts and had discussions with the other private businesses in the area. The owners had communicated that Composting Concepts' last day in business was Saturday, June 13<sup>th</sup>. Additional information was requested by the board and has been received from the owners of the business and from the other stakeholders, including the City of Woodbury. Mr. Corbid suggested scheduling another workshop on this topic for June 23, 2020.

### **Legislative Update**

Mr. Corbid reported the Legislature is back in a special session. The county is receiving updates from Margaret Vesel, AMC and MICA. There seems to be very different plans from the House and Senate on how to proceed. There is hope among many people that they are able to reach agreement on a number of items that will be beneficial to Washington County and all counties:

- A bonding bill (36 and Manning, 4<sup>th</sup> Street Bridge, R&E funding, St. Croix Bluffs, and Cottage Grove Ravine Park projects);
- CARES ACT funding shared with cities and counties;
- The extension of a number of waivers related to the provision of human service programs.

Mr. Corbid stated that board members likely received emails from local legislators related to an agreement between the House and Senate on the sharing of federal funding for COVID-19 costs that the Governor has not endorsed yet, but there is hopeful confidence that a bill will pass soon related to this. Mr. Corbid is having discussions with internal staff on the allowable uses of the funding. Additional information and potential ideas for uses of the funding in Washington County will be discussed at the Finance Committee meeting next week. There will be a very tight timeline

for the county to utilize the funding. In order to use the money to provide small business relief and other financial assistance by the end of the year, the county will need to move quickly.

### **County Service Reopening**

Mr. Corbid reported the county is slowly bringing more public-facing services back online. When the county is able to provide a public-facing service while following the social distancing guidelines and limits on the number of people gathering inside, departments are making those changes.

The doors to the Government Center and Service Centers in Cottage Grove and Forest Lake are open for people who come to these facilities. Most in-person services are being done by appointment, but staff is attempting to provide service if possible to those without appointments. The county is utilizing a central reception function currently at the front doors. That will change on June 29<sup>th</sup>. At that time, the doors will be open and the reception function will occur at the individual department lobbies. Again, many services will continue to be by appointment, and staff will do their best to serve walk-up customers.

The libraries are working toward a limited reopening, likely at a 25% or 50% capacity in the buildings on June 29<sup>th</sup> as well. The library will continue to do some limited curbside pickup, trying to focus this service to those most vulnerable to the disease. The library will not begin to offer any programs in the buildings yet; that will be for a later stage of reopening.

The license centers continue to provide service by appointment. More appointment times are being added as staff continue to look for ways to provide these services under the social distancing requirements and cleaning requirements between each customer. License center staff continue to encourage the drop-box options for services that can be completed in that manner.

### **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**

There was no board correspondence 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 unanimously. The County Board meeting adjourned at 4:26 p.m.

### **BOARD WORKSHOP – PUBLIC HEALTH AND ENVIRONMENT**

The Board met in workshop session to discuss Recycling & Energy Center (R&E Center) enhancements planned by the Ramsey/Washington Recycling & Energy Board. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Johnson, and Weik. Also present were Kevin Corbid, Jennifer Wagenius, Jan Lucke, and county staff.

### **BOARD WORKSHOP – PUBLIC WORKS**

The Board met in workshop session for an update on the Metro GOLD Line and Service Center joint development projects. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Johnson, and Weik. Also present were Kevin Corbid, Jennifer Wagenius, Jan Lucke, and county staff.

### **BOARD OF APPEAL AND EQUALIZATION**

The County Board met as the Board of Appeal and Equalization at 5:00 p.m.

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