



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JUNE 22, 2021**

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 Wayne Johnson, District 4
Commissioner Lisa Weik, 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 Weik asked for comments from the public; none were heard.

CONSENT CALENDAR

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

- A. Approval of 2.0 full-time equivalent (FTE) Senior Social Worker positions for the Co-Response Model, in partnership with Community Services Department, Washington County Sheriff's Office, and the Woodbury Police Department.
- B. Approve Cooperative Agreement No. 14134, between Washington County Community Services, on behalf of the Washington County Workforce Development Board and the South Washington Schools Adult Basic Education, Vocational Rehabilitation Services, and the Minnesota Department of Employment and Economic Development, for One-Stop Operator (OSO) services.
- C. Approve Grant Contract No. 14137 between the Department of Human Services and Washington County, in the amount of \$261,355 for the period July 1, 2021, through June 30, 2023, for the Housing Support program.
- D. 1. Approve Contract No. 14142 with the AmericInn Forest Lake, for the period July 1, 2021, through September 30, 2021.

2. Approve Contract No. 14143 with the Stillwater Inn and Suites, for the period July 1, 2021, through September 30, 2021.

E. Approval of **Resolution No. 2021-073** as follows:

LIBRARY DONATION

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

WHEREAS, any gift, donation, or bequest becomes the property of Washington County; and

WHEREAS, the Washington County Board is authorized to approve donations, gifts, and bequests.

NOW, THEREFORE BE IT RESOLVED, that the Washington County Board of Commissioners does hereby approve the donation in the amount of \$30,000 from the Anonymous Donor for the Washington County Library.

F. Approve an agreement for the Mapping Prejudice Project, between the University of Minnesota Libraries and Washington County.

G. Approval of **Resolution No. 2021-074** as follows:

**RESOLUTION SUPPORTING SUBMITTAL OF APPLICATION
TO THE MINNESOTA HISTORICAL AND CULTURAL
HERITAGE LEGACY SMALL GRANTS PROGRAM TO FUND A
HISTORIC STRUCTURE REPORT FOR THE WASHINGTON
COUNTY HISTORIC COURTHOUSE**

WHEREAS, the Minnesota Historical and Cultural Heritage Grants program stated goals are to preserve and enhance access to Minnesota's cultural and historical resources, and to support statewide public access to history and historic preservation projects; and

WHEREAS, the Minnesota Historical and Cultural Heritage Grants program will be distributed by the Minnesota Historical Society; and

WHEREAS, the Washington County Historic Courthouse is central to the history of Washington County; and

WHEREAS, Washington County has recently worked to make significant repairs to the Historic Courthouse; and



WHEREAS, the Historic Structure Report for the Washington County Historic Courthouse will provide information, direction, and support material for pursuing future funding for restorations and repairs; and

WHEREAS, Washington County's grant funding request will be considered under the Minnesota Historical and Cultural Heritage Grants program's Legacy Small Grants designation; and

WHEREAS, Washington County is proposing to submit a \$10,000 grant funding request to the Minnesota Historical and Cultural Heritage Legacy Small Grants program to fund the Historic Structure Report for the Washington County Historic Courthouse.

NOW, THEREFORE, BE IT RESOLVED that Washington County Board of Commissioners authorizes submittal of the application listed above for funding under the Minnesota Historical and Cultural Heritage Legacy Small Grants program.

H. Approval of **Resolution No. 2021-075** as follows:

**RESOLUTION SUPPORTING SUBMITTAL OF APPLICATION
TO THE MINNESOTA HISTORICAL AND CULTURAL
HERITAGE LEGACY LARGE GRANTS PROGRAM TO FUND A
HISTORIC STRUCTURE REPORT FOR THE WASHINGTON
COUNTY HISTORIC COURTHOUSE**

WHEREAS, the Minnesota Historical and Cultural Heritage Grants program stated goals are to preserve and enhance access to Minnesota's cultural and historical resources and to support statewide public access to history and historic preservation projects; and

WHEREAS, the Minnesota Historical and Cultural Heritage Grants program will be distributed by the Minnesota Historical Society; and

WHEREAS, the Washington County Historic Courthouse is central to the history of Washington County; and

WHEREAS, Washington County has recently worked to make significant repairs to the Historic Courthouse; and

WHEREAS, additional improvements to the Washington County Historic Courthouse windows are needed to continue to protect and preserve the building; and



WHEREAS, Washington County’s grant funding request will be considered under the Minnesota Historical and Cultural Heritage Grants program’s Legacy Large Grants designation; and

WHEREAS, Washington County is proposing to submit a \$100,000 grant funding request to the Minnesota Historical and Cultural Heritage Legacy Large Grants program to fund window improvements at the Washington County Historic Courthouse.

NOW, THEREFORE, BE IT RESOLVED that Washington County Board of Commissioners authorizes submittal of the application listed above for funding under the Minnesota Historical and Cultural Heritage Legacy Large Grants program.

The Consent Calendar was adopted unanimously.

PUBLIC WORKS

Resolution to Repeal Ordinance #203 and Replace with Ordinance #214 – Washington County Development Code, Chapter One – Administration

Public Works Planner Kurt Howard presented a resolution to repeal Ordinance #203 and replace with Ordinance #214, which contains updated language to Chapter One, Sections 6 and 8 of the Washington County Development Code, enabling coordination of membership between the Planning Advisory Commission (PAC) and the Board of Adjustment and Appeals (BAA).

In 2018, a significant amount of Land Use authority was assumed by townships, resulting in a reduction in the volume of work for the PAC and BAA and less frequent meetings. These circumstances have created practical challenges for the efficient functioning of the committees and for making effective use of residents’ time who serve as members. At the public hearing held during the June 1, 2021, County Board meeting, the County Board directed staff to prepare a resolution implementing coordination of membership between the PAC and the BAA.

The proposed resolution will implement the coordination of membership between the PAC and the BAA by repealing Ordinance #203, Washington County Development Code, Chapter One – Administration – and adopt Ordinance #214, an updated version which will enact the revisions necessary for coordination of membership.

After adoption of the resolution, a motion is requested to terminate memberships to the former PAC and BAA effective July 1, 2021, and to appoint members who are continuing service to the newly reconfigured PAC and BAA.



Commissioner Kriesel moved to approve **Resolution No. 2021-076** as follows:

REPEAL OF ORDINANCE #203, “WASHINGTON COUNTY DEVELOPMENT CODE, CHAPTER ONE – ADMINISTRATION”

AND

ADOPTION OF ORDINANCE #214 AN UPDATED VERSION OF “WASHINGTON COUNTY DEVELOPMENT CODE, CHAPTER ONE – ADMINISTRATION”

WHEREAS, Washington County is authorized to carry on County planning and zoning activities in the unincorporated areas of the County pursuant to Minn. Stat. Chapt. 394; and

WHEREAS, the current official controls as reflected in the Washington County Development Code (Ordinances No. 203 – 212) were adopted by the Washington County Board of Commissioners and became effective on June 5, 2018; and

WHEREAS, the current Ordinance No. 203, also known as “Washington County Development Code, Chapter One – Administration,” currently establishes the membership requirements of the Planning Advisory Commission (PAC) and the Board of Adjustment and Appeals (BAA); and

WHEREAS, on July 14, 2020 the Washington County Board of Commissioners held a workshop to consider potential changes to the membership requirements of the PAC and BAA, in order to allow for the alignment of membership; and

WHEREAS, on March 9, 2021 the Washington County Board of Commissioners, pursuant to Chapter One, Section 14.1 of the current Washington County Development Code, referred the matter to the PAC for their study and to draft a report and recommendation on amending the membership requirements of the PAC and BAA; and

WHEREAS, in a report dated April 27, 2021 the PAC recommended the Washington County Board of Commissioners repeal Ordinance No. 203 and replace it with Ordinance No. 214. The proposed recommended changes to the ordinance were: 1) increase the number of BAA members from five (5) to seven (7); 2) reduce the number of voting members of the PAC from nine (9) to seven (7); and 3) require both the PAC and BAA be comprised of one member from each commissioner’s district and two members from the unincorporated areas of the County; and



WHEREAS, in the PAC report dated April 27, 2021 the PAC members concluded that the proposed changes to Ordinance No. 203 would allow for the same members to serve on both the BAA and the PAC, which results in shorter gaps between meetings and more effective use of members' valuable contributions of volunteer time; and

WHEREAS, the Washington County Board of Commissioners held a public hearing on June 1, 2021 as required pursuant to Minnesota Statute Section 375.51 and Chapter One, Section 14.2 of the current Washington County Development Code to consider repealing Ordinance No. 203 and replacing it with Ordinance No. 214.

NOW, THEREFORE, IT BE RESOLVED, that the Washington County Board of Commissioners hereby adopts the findings and recommendations of the Washington County Planning Advisory Commission.

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners hereby adopts Ordinance No. 214, "Washington County Development Code, Chapter One – Administration" to take effect on July 1, 2021, and upon publication according to law.

BE IT FURTHER RESOLVED, that Washington County Ordinance No. 203 is hereby repealed; said repeal is to take effect on the date Washington County Ordinance No. 214 becomes effective.

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

Planning Advisory Commission and Board of Adjustment and Appeals Memberships

Commissioner Kriesel moved to terminate memberships to the former Planning Advisory Commission (PAC) and Board of Adjustment and Appeals (BAA), appoint members to the newly reconfigured PAC and BAA, and authorize letters thanking outgoing members for their service. Commissioner Miron seconded the motion and it was adopted unanimously.

Resolution Proclaiming the Month of July as Park and Recreation Month in Washington County

Parks Manager Alex McKinney presented a resolution to proclaim July 2021 as Park & Recreation Month in Washington County. Washington County parks and trails are used by more than 2,000,000 visitors each year.

Commissioner Johnson moved to approve **Resolution No. 2021-077** as follows:

**RESOLUTION OF SUPPORT PROCLAIMING JULY 2021 AS
PARK & RECREATION MONTH**

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including Washington County; and

WHEREAS, parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks and recreation programs build healthy, active communities aid in the prevention of chronic disease, provide therapeutic recreation services for those with mental or physical disabilities, and improve the mental and emotional health of all citizens; and

WHEREAS, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and recreation areas are fundamental to the well-being of our community; and

WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Park and Recreation Month; and

WHEREAS, Washington County recognizes the benefits derived from parks and recreation resources

NOW THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners recognizes July 2021 as Park and Recreation Month in Washington County.

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

GENERAL ADMINISTRATION

Designation of Voting Delegate and Alternate for the 2021 National Association of Counties Annual Conference

County Administrator Kevin Corbid reported that the National Association of Counties (NACo) 2021 Annual Conference will be July 9, 2021, through July 12, 2021, in Prince George's County, Maryland. This conference will be available to attend in-person and virtually. Commissioner Weik will be attending in-person, and Commissioner Karwoski will be attending virtually.

NACo's annual election of officers and policy adoption takes place at the annual conference. The county must indicate a voting delegate and alternate who are authorized to pick up the county's voting materials.

Commissioner Kriesel moved to appoint Commissioner Weik as voting delegate for the 2021 NACo Annual Conference. Commissioner Miron seconded the motion and it was adopted unanimously.

Commissioner Miron moved to appoint Commissioner Karwoski as voting alternate for the 2021 NACo Annual Conference. Commissioner Kriesel seconded the motion and it was adopted unanimously.

Other Administrative Updates

Mr. Corbid reported that the county's Emergency Operations Center (EOC) will be deactivated as of June 30, 2021, to coincide with the sunset of several other COVID-19 related policies. Mr. Corbid reported a draft resolution will be presented at the July 6th board meeting in order to recommend the ending of the COVID-19 Emergency Declaration by the County Board.

Mr. Corbid reported that the state legislative process is scheduled to end on June 30, 2021. County staff, along with staff from Larkin Hoffman, the county's state government liaison, continue to closely monitor legislative items.

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

No board correspondence was received.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Karwoski moved to adjourn, seconded by Commissioner Johnson, and it was adopted unanimously. The County Board meeting adjourned at 9:54 a.m.

COUNTY BOARD OF APPEAL AND EQUALIZATION

The Board convened as the County Board of Appeal and Equalization at 10:12 a.m.

BOARD WORKSHOP WITH PUBLIC WORKS

The Board met in workshop session to review the Stafford Library/Woodbury Central Park project. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BOARD WORKSHOP WITH PROPERTY RECORDS AND TAXPAYER SERVICES

The Board met in workshop session to continue discussion of the status update on the license and service centers. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

DocuSigned by:

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Kevin Corbid
County Administrator

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Lisa Weik
County Board Chair