



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
AUGUST 3, 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 Miron moved, seconded by Commissioner Kriesel, to adopt the Consent Calendar as follows:

- A. Approval of county comments on the creation of Tax Increment Financing (Housing) District 1 in the City of Oakdale and direction to submit comments in a letter.
- B. Approval of **Resolution No. 2021-085** as follows:

**RESOLUTION AMENDING WASHINGTON COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
COOPERATION AGREEMENTS**

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) has the authority to award Community Development Block Grant (CDBG) and HOME Investment Partnership Program funds to local governments for the purpose of providing assistance to low- and moderate-income individuals and families, pursuant to the Code of Federal Regulations, Title 24, Chapter 5, 570; and

**WHEREAS**, the Department of Housing and Urban Development has determined that Washington County is eligible to receive a CDBG Block Grant upon execution of CDBG Cooperation Agreements with the cities and towns of Washington County; and

**WHEREAS**, part 92 of Title 24 of the Code of Federal Regulations sets forth regulations governing the applicability and use of funds under Title II; and

**WHEREAS**, The parties mutually agree to take all required actions to comply with the provisions of the National Environmental Policy Act of 1969, Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Executive Order 11988, Section 109 of the Housing and Community Development Act of 1974 and all other applicable requirements of the Act and Regulations in the use of basic grant amounts. Nothing in this Article shall be construed to lessen or abrogate the County's responsibility to assume all obligations of an applicant under the Act, including the development of applications pursuant to 24 CFR 570.300 et seq.; and

**WHEREAS**, The parties further agree to take all actions necessary to assure compliance with the County's certification required by Section 104 (b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, 24 CFR part 100, and affirmatively furthering fair housing. They also agree to assure compliance with section 109 of Title I of the Housing and Community Development Act of 1974 (which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975), the Americans with Disabilities Act of 1990, and the implementing regulation at 24 CFR part 146, and Section 3 of the Housing and Urban Development Act of 1968 and other applicable laws. They also agree that the County shall not fund activities in, or in support of, a unit of general local government that does not affirmatively further fair housing within its own jurisdictions or that impedes the County's actions to comply with its fair housing certification; and

**WHEREAS**, The parties further agree that pursuant to 24 CFR 570.501 (b), the Cooperating Community is subject to the same requirements applicable to subrecipients, including a written agreement as set forth in 24 CFR 570.503. Such agreements are only entered into when a Cooperating Community chooses to propose a project and actually will receive funds from the County's entitlement allocation; and

**WHEREAS**, the governing regulations require that units of local government enter into a cooperation agreement with the County for participation in the HOME Program, which shall be the same cooperation agreement participation in the Community Development Block Grant Program; and

**WHEREAS**, a unit of general local government is restricted from selling, trading or otherwise transferring such funds; and

**WHEREAS**, the following communities have current cooperation agreements with Washington County to participate in the CDBG and HOME programs: Afton, Bayport, Baytown Township, Birchwood, Cottage Grove, Dellwood, Denmark Township, Forest Lake, Grant, Grey Cloud Island Township, Hugo, Lake Elmo, Lake St. Croix Beach, Lakeland, Lakeland Shores, Landfall, Mahtomedi, May Township, Newport, Oak Park Heights, Oakdale, Pine Springs, Scandia, St. Mary's Point, St. Paul Park, Stillwater, Stillwater Township, West Lakeland Township, and Willernie.

**NOW, THEREFORE, BE IT RESOLVED** that the Community Development Block Grant Cooperation Agreements between Washington County and the above enumerated communities in Washington County be amended to conform to the HUD requirements set forth in the above recitals.

**BE IT FURTHER RESOLVED** that the Chair of the Washington County Board of Commissioners and County Administrator are hereby authorized to execute said amendments on behalf of Washington County without further action of the Board, subject to approval as to form by the County Attorney.

- C. Approval of abatement for property located at 13912 Lower 59th Street North in Oak Park Heights.
- D. Approve Lease Agreement No. 14162 with the Carnelian-Marine-St. Croix Watershed District, to lease office space at the Public Works North Shop location, through June 30, 2022.
- E. Approve a grant agreement between the Federal Emergency Management Agency (FEMA) and Washington County for the period of July 2021, through October 2022, for the purchase and installation of a tornado siren at Big Marine Park Reserve in the amount of \$18,062.25.
- F.
  1. Approve Encroachment Agreement, Contract No. 14203, with Magellan Pipeline Company, L.P. for the County State Aid Highway (CSAH) 19 (Woodbury Drive) Mobility and Safety Improvement Project.
  2. Approve Reimbursement Agreement, Contract No. 14204, with Magellan Pipeline Company, L.P. in the amount of \$192,000 for the County State Aid Highway (CSAH) 19 (Woodbury Drive) Mobility and Safety Improvement Project.

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

## **GENERAL ADMINISTRATION**

### **2020 Performance Measures and Indicators Report**

Amanda Hollis, Senior Planner in the Office of Administration, presented the 2020 Performance Measures and Indicators (PM&I) report. Ms. Hollis stated the PM&I report is one of several public reports around performance measurement that the county shares. This report features measures and indicators that county departments track and use as part of decision-making. In addition to the PM&I report, the county also participates in the State Standard Measures program. For the past two years, the fall edition of Staying In Touch contained a four-page special insert on performance measures; this will be included again this fall. The county continues to hold progress meetings with Administration to discuss projects and processes that have used Quality Improvement (QI) to improve efficiency and ease for the customer. The progress meetings include county leadership and frontline staff who track and use the data for projects and programs. All of this work culminates to the county's five-year QI Plan, which lays out internal approach to continuing to solidify a QI culture at the county.

Ms. Hollis reported a special COVID-19 section was included in this year's PM&I report. As the COVID-19 pandemic affected 2020, rapid adjustments were required to deliver services in a manner that kept both county staff and residents safe. Many of these adaptations required the use of quality improvement by updating and changing processes as needed. Some of the adaptations that were made have been beneficial and efficient, not just for services during the pandemic, but will continue to be incorporated into how the county offers services going forward. The special COVID-19 edition of the PM&I report highlights some of the services that had to pivot around quality improvement projects that resulted due to COVID-19.

Ms. Hollis acknowledged members of the Performance Measurement and Improvement Team (PerMIT) that assisted in achieving the success of this year's report. Ms. Hollis introduced three county staff members who presented measures from two chapters in the report. Jared Voto, Senior Planner in Administration, presented Outstanding Debt per Capita taken from the third chapter on Addressing Today, Planning for Future. Greg Wood, Building Services Director in Public Works, presented the Energy Usage Intensity taken from the fourth chapter on Maintaining Public Trust. Tina Kaple, Resources Services Division Manager in the Library, presented a quality improvement project on offering curbside pickup and online library cards, taken from the special COVID edition in this year's report.

The full 2020 Performance Measures and Indicators Report can be found on Washington County's website: <http://www.co.washington.mn.us/performanceasures>.

### **National Association of Counties (NACo) Awards**

County Administrator Kevin Corbid reported that each year, the National Association of Counties (NACo) sponsors a program to showcase county achievements under a variety of categories. Submissions are accepted to the program and reviewed by peers. Those receiving recognition are noted at the organization's national conference and exposition. This year, Washington County received five 2021 Achievement Awards. They are:



- Parks in the Arts, Culture and Historic Preservation Category: Nature's Art Gallery
- Library in the Children and Youth Category: Reaching Families During the Pandemic: Virtual Storytimes and Story Strolls
- Library in the Information Technology Category: Hotspots and Chromebook Kits Program
- Library in the Libraries Category: Library Curbside Pickup Program
- Parks in the Parks and Recreation Category: Wayfinding in Lake Elmo Park Reserve

### **COVID-19 Update**

Mr. Corbid reported there has been discussion around the rising numbers of COVID-19 cases in Washington County, as well as the state and the nation. Administration is having internal discussions with the Public Health & Environment Department about potential county responses and will keep the commissioners apprised of potential changes.

### **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, Commissioner Miron moved to adjourn, seconded by Commissioner Johnson, and it was adopted unanimously. The County Board meeting adjourned at 10:04 a.m.

### **BUDGET WORKSHOP WITH ATTORNEY'S OFFICE**

The Board met in workshop session to review the 2022 recommended budget for the County Attorney's Office. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jennifer Wagenius, and county staff.

### **BUDGET WORKSHOP WITH SHERIFF'S OFFICE**

The Board met in workshop session to review the 2022 recommended budget for the County Sheriff's Office. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jennifer Wagenius, and county staff.

**BOARD WORKSHOP WITH PUBLIC WORKS**

The Board met in workshop session to review the Household Hazardous Waste North (Capital Improvement Project (CIP) # PHE-003)/Northern Yard Waste (CIP # PHE-004) facility project. Present for the workshop were Commissioners Miron, Kriesel, Karwoski, Johnson, and Weik. Also present were Kevin Corbid, Jennifer Wagenius, and county staff.

Attest:

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Kevin Corbid  
County Administrator

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Lisa Weik  
County Board Chair