



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
AUGUST 8, 2023**

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 Stan Karwoski, District 2
Commissioner Gary Kriesel, District 3
Commissioner Karla Bigham, District 4
Commissioner Michelle Clasen, District 5

Absent: Commissioner Fran Miron, District 1

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 of **Resolution No. 2023-084** as follows:

**MINNESOTA DEPARTMENT OF COMMERCE
AUTO THEFT GRANT**

BE IT RESOLVED, that the Washington County Attorney's Office is authorized to enter a grant agreement with the Minnesota Department of Commerce, for a .5 FTE Auto Theft Prosecutor and related training expenses in the amount of \$141,486 to be distributed equally between FY 2024 and FY 2025.

BE IT FURTHER RESOLVED, that the Washington County Attorney, Kevin Magnuson, 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.

2. Approve a letter to the Minnesota Department of Employment and Economic Development (DEED) to request that Washington County continue to be designated as a Workforce Development Area under WIOA.
3. Approval of Grant Contract No. 15753 with the Minnesota Department of Human Services to receive \$700,000 in Emergency Solutions Program funds for a term of July 1, 2023, through June 30, 2025, to help support the interim hotel-based emergency housing program.
4. Approval of **Resolution No. 2023-085** 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 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, 2023, through September 30, 2025, grant cycle and was awarded \$1,500,000; 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 Washington County’s Board Chair and County Administrator are hereby authorized to electronically sign the contract and any further amendments or changes to the contract with the Minnesota Housing Finance Agency for the Family Homeless Prevention and Assistance Program (FHPAP) for the period of October 1, 2023, through September 30, 2025, and accept funds in the amount of \$1,500,000.

5. Approval to submit a grant application for FY2024 Clean Water Fund dollars, to support well sealing.
6. Approve Conservation Practice Assistance Contract with Washington Conservation District (WCD) for Fiscal Year 2023 Board of Water and Soil Resources (BWSR) Habitat Enhancement Landscape Pilot.
7. Approve Amendment No. 1 to Contract No. 15157 with Kraus-Anderson for \$298,000 to add general condition items for the Historic Courthouse Exterior Improvement Project.
8. Approval of **Resolution No. 2023-086** as follows:

**RESOLUTION TO TRANSFER UNDERLYING FEE OWNERSHIP
FROM WASHINGTON COUNTY TO
BRIDGEWATER BANCSHARES, INC.**

WHEREAS, Washington County has underlying fee ownership of a parcel located on County Highway 15 (Manning Avenue) within the City of Lake Elmo; and

WHEREAS, Washington County has no known current or future needs for any portion of this parcel; and

WHEREAS, the adjacent landowner, Bridgewater Bancshares, Inc., expressed interest in purchasing this parcel from Washington County; and

WHEREAS, in accordance with Minnesota State Statute 373.01, the appropriate steps were followed by Washington County to sell this parcel to the highest bidder; and

WHEREAS, Bridgewater Bancshares, Inc. offered Washington County \$2,000 for this parcel of land; and



WHEREAS, Minnesota State Statute 373.01 states that the property cannot be sold for less than 90 percent of the fair market value as determined by the county assessor; and

WHEREAS, the county assessor currently has determined the value of this parcel at \$2,000.

NOW, THEREFORE, BE IT RESOLVED, that Washington County will execute a Quit Claim Deed to transfer said parcel to Bridgewater Bancshares, Inc.

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners hereby authorizes its Board Chair and Administrator to execute on behalf of the county the Quit Claim Deed necessary to transfer the permanent right-of-way to the adjacent landowner, Bridgewater Bancshares, Inc., along with any other documents necessary, including a Partial Release of the Permanent Easements on said property, for the completion of this transaction.

9. Approval of **Resolution No. 2023-087** as follows:

WALMART DONATION FOR SHOP WITH A COP EVENT

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 and accept a donation from Walmart in the amount of \$4,850 for the annual Shop with a Cop event held in December.

10. Approval of **Resolution No. 2023-088** as follows:

TRANSFER MOTOROLA QUANTAR TRANSMITTERS

WHEREAS, Minnesota Statute 471.85 states any county, city, town or school district may transfer its personal property for a nominal or without consideration to another public corporation for public use when duly authorized by its governing body; and

WHEREAS, Washington County’s Motorola Quantar transmitters are being replaced with current production; and

WHEREAS, this model is no longer valuable and being repaired by Motorola; and

WHEREAS, they can serve other government agencies and amateur radio clubs that have not upgraded.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby approves to transfer a surplus of Motorola Quantar transmitters to other government agencies and amateur radio clubs.

The motion was adopted 4-0 with a Roll Call vote as follows: Ayes, Commissioners Karwoski, Bigham, Clasen, and Kriesel. Nays, none.

PUBLIC HEALTH & ENVIRONMENT

Resolution to Recognize August 2023 as Minnesota Breastfeeding Month

Senior Community Health Specialist Lia Burg presented a resolution recognizing August 2023 as Minnesota Breastfeeding Month.

Commissioner Clasen moved to adopt **Resolution No. 2023-089** as follows:

MINNESOTA BREASTFEEDING MONTH AND WORLD BREASTFEEDING WEEK

WHEREAS, the theme for breastfeeding observance during August 2023 is Enabling Breastfeeding: Making a difference for working parents; and

WHEREAS, breastfeeding or providing breastmilk is recommended for optimal nutrition and healthy growth and development in the early months and years of life, and is fundamental to the well-being and prosperity for millions of young children to survive and thrive; and

WHEREAS, chest/breastfeeding has an impact on lifelong health for mothers and infants and is key to early brain development and health promotion; and

WHEREAS, chest/breastfeeding is one of the most cost-effective prevention strategies for many infections, chronic and acute diseases; and

WHEREAS, infant feeding is one of the most important decisions that a family makes; and

WHEREAS, families need support for their chest/breastfeeding efforts from family, friends, health care providers, support groups, the community, employers, and child care settings; and

WHEREAS, enabling women to chest/breastfeed is key to certain health goals as it improves nutrition, promotes food security, and reduces inequalities; and

WHEREAS, Washington County seeks to continually improve the overall Women, Infant and Children (WIC) program breastfeeding rates from 81% at birth and 35% at six months; and

WHEREAS, through the collaboration of WIC, the Washington County Breastfeeding Coalition, Statewide Health Improvement Partnership, and Baby Friendly certified organizations during the month of August will provide clinic educational displays and additional professional support and encouragement.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby acknowledges the role of chest/breastfeeding in achieving optimal health for infants and mothers by recognizing August 2023 as Minnesota Breastfeeding Month.

Commissioner Bigham seconded the motion, and it was adopted 4-0 with a Roll Call vote as follows: Ayes, Commissioners Karwoski, Bigham, Clasen, and Kriesel. Nays, none.

GENERAL ADMINISTRATION

Adopt 2023-2024 County Workplan and Priorities

County Administrator Kevin Corbid presented the 2023-2024 county workplan and priorities. Mr. Corbid reported that Washington County is in the process of updating its strategic plan. A consultant was selected and there have been workshops with the County Board to discuss the process. The board suggested creating a workplan/priorities document that focuses on the programs, services, and projects that staff will be working on throughout the next year. By creating this document, the board can provide direction on what is important to be accomplished and success can be measured in completing or making progress on these items.

Mr. Corbid reported that department heads and county administration created a draft for review, and the board held a workshop in June to review and provide feedback. It is not an exhaustive list of all that the county is doing. There are many critical and important programs/processes that are ongoing in each department that are not on this list, not because they are unimportant, but rather because they are core, critical functions and programs that are completed each year.

The workplan document is organized into four focus areas: Health and Human Services; Public Works; General Government; and Public Safety. Within each focus area there are between 10 and 13 programs or projects. Many of these items are new projects that are part of the county's Capital Improvement Plan, Capital Equipment and Technology Plan, American Rescue Plan Act spending plan, or core county functions and programs that are significant in impact and purpose.

In addition, there are eight annual priorities at the end of the document that play an important role in the operation of the county each year, including completion of the next year's budget, updating the capital plans, completing the annual financial audit, and the administration of the elections in both 2023 and 2024.

For the board's consideration, Mr. Corbid reported that the workplan was provided in the board agenda packet, as well as an edited version with the suggested changes from the board. Once approved, the workplan will be shared with both county staff and residents.

Commissioner Karwoski moved to adopt the 2023-2024 County Workplan and Priorities. Commissioner Bigham seconded the motion, and it was adopted unanimously.

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.

EXECUTIVE (CLOSED) SESSION – HUMAN RESOURCES

Commissioner Bigham moved to move into Executive (closed) Session. Commissioner Clasen seconded the motion, and it was adopted unanimously.

The board met in Executive (closed) Session per Minnesota Statute 13D.03 for discussion of strategy for labor negotiations, the time being 9:34 a.m. Present for the Executive Session were Commissioners Kriesel, Karwoski, Clasen, and Bigham; Kevin Corbid, Jennifer Wagenius, Angie Nalezny, Paula Graff, and Christina Kitt.

The Executive Session closed at 10:36 a.m.

ADJOURNMENT

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

The County Board meeting adjourned at 10:40 a.m.

BUDGET WORKSHOP FOR RECOMMENDED 2024 PUBLIC WORKS BUDGET

The board met in workshop session to review the recommended 2024 budget for the Public Works Department. Present for the workshop were Commissioners Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jennifer Wagenius, and county staff.

BUDGET WORKSHOP FOR RECOMMENDED 2024 REGIONAL RAILROAD AUTHORITY AND GOLD LINE BUDGETS

The board met in workshop session to review the recommended 2024 budgets for the Washington County Regional Railroad Authority and Gold Line. Present for the workshop were Commissioners Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jennifer Wagenius, and county staff.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Gary Kriesel

Gary Kriesel
County Board Chair