



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
AUGUST 22, 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 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 Miron moved, seconded by Commissioner Clasen, to adopt the Consent Calendar as follows:

1. Approval of the August 1, 2023, and August 8, 2023, County Board meeting minutes.
2. Appoint George Stone, Community Services Division Manager, to the Ramsey/Washington Community Action Partnership as the Washington County representative, replacing Commissioner Karla Bigham.
3. Approve Amendment No. 1 to Grant Contract No. 14901 with the Minnesota Department of Human Services to add \$1,552,500 in Community Living Infrastructure (CLI) Federal Medicaid Assistance Percentage (FMAP) funds.
4. Approve Joint Statement of Agreement No. 15798 with South Washington County Early Childhood Family Education.

5. Approval of **Resolution No. 2023-090** as follows:

**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM  
STAR TRAIL ASSOCIATION**

**WHEREAS**, Washington County entered into a county/club agreement with the Star Trail Association on July 31, 1991, whereby the county agreed to sponsor the snowmobile club by acting as a pass-through agency for any grant-in-aid funding received from the State on behalf of the Star Trail Association's trails; and

**WHEREAS**, the Star Trail Association has developed a snowmobile trail system in Washington County and provides for the maintenance and grooming of those trails; and

**WHEREAS**, the Minnesota Snowmobile Trails Assistance Program provides funding for maintenance and grooming through capital improvement grants for snowmobile trails; and

**WHEREAS**, the Minnesota Department of Natural Resources requires a board resolution to be passed each year in order to participate in the program; and

**WHEREAS**, Washington County staff assistance is needed to help administer the grant, working between the Minnesota Department of Natural Resources and the Star Trail Associations.

**NOW, THEREFORE, BE IT RESOLVED**, that the Minnesota Snowmobile Trails Assistance Program application and the grant agreement be executed through the signatures of the County Board Chair and the County Administrator without further action of the County Board, conditioned upon the compliance with all specified requirements and approval as to form by the Washington County Attorney's office.

**BE IT FURTHER RESOLVED**, that any grant-in-aid funding for the described trails be directed to Washington County for disbursement to the Star Trail Association.

6. Approve license agreement between Washington County and the Star Trail Association for the creation and maintenance of snowmobile trails within certain areas of the county regional parks.

7. Approval of **Resolution No. 2023-091** as follows:

**RESOLUTION SUPPORTING SUBMITTAL OF APPLICATION TO  
THE INTERNATIONAL MOUNTAIN BICYCLING ASSOCIATION  
FOR THE TRAIL ACCELERATOR GRANT PROGRAM**

**WHEREAS**, Washington County supports submitting the grant application to the International Mountain Bicycling Association for the Trail Accelerator grant program. The application is to improve the future single track trail system in Lake Elmo Park Reserve, and

**WHEREAS**, Washington County recognizes the match requirement for the Trail Accelerator grant program, and the matching funding is accounted for the 2023-2027 Capital Improvement Plan.

**NOW, THEREFORE, BE IT RESOLVED**, if Washington County is awarded a grant by the International Mountain Bicycling Association, Washington County may accept the grant award and may enter into an agreement for the above referenced project. Washington County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement.

8. Approve Purchase Order No. 26818 with Prevolv for \$371,610.42 for replacement of the workstations in the Information Technology Department (ITD) as part of the approved American Rescue Plan Act (ARPA) project.
9. Approve Purchase Order No. 26826 with Prevolv for \$490,578.75 for replacement of the workstations in the Community Corrections Department (CCD) as part of the approved American Rescue Plan Act (ARPA) project.
10. Approve Amendment No. 1 on Contract No. 14342 with Kraus-Anderson for \$336,916 for General Conditions and a Site Services adjustment.
11. Approve Contract No. 15680 with Kraus-Anderson Construction Company for \$529,787 for Construction Management services for the Law Enforcement Center Improvement Project (CIP# BSD-CW-1601).
12. Approve Fiscal Year 2024 Clean Water Fund Competitive Grants Application.
13. Approve Contract No. 15750 with Tyler Technologies, Inc. for SoftCode licenses.
14. Approve Contract No. 15504 with Dakota County Technical College for law enforcement pursuit and tactical driving training.

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

## **MINNESOTA INTER-COUNTY ASSOCIATION**

### **2023 Legislative End-of-Session Report**

Minnesota Inter-County Association (MICA) staff provided an end-of-session report on the outcomes of the 2023 Minnesota Legislative Session and its impact on Washington County. MICA Executive Director Matt Massman summarized end-of-session results, followed by MICA staff, who presented additional state revenues allocated to Washington County. Presenters included Transportation Liaison Steve Novak, who reported on bills and funding results for transportation and transit, MICA Health & Human Services Liaison Nancy Silesky, who reported on bills and funding results for health and human services, and MICA Corrections & Public Safety Liaison Carli Stark, who reported on bills and funding results for corrections and public safety.

The full 2023 End-of-Session Report can be found in MICA's website <https://mica.org/>.

## **PUBLIC WORKS**

### **Change Order for the St. Croix Bluffs Regional Park Boat Launch**

Assistant County Engineer Cory Slagle presented a change order for the St. Croix Bluffs Regional Park Boat Launch Improvement Project.

Mr. Slagle reported that the St. Croix Bluffs Regional Park Boat Launch Improvement Project includes replacement of the concrete boat ramp, resurfacing the parking lot, construction of an accessible ramp to the docks, and dredging the harbor and channel to the river. The construction contract was awarded to Sunram Construction Inc. and was completed in June 2023.

During construction, there were five change orders necessary to complete the work. Change Orders No. 1 through 4 were approved administratively, in accordance with county policy. Change Order No. 5, for the boat ramp reinforcement, requires County Board authorization, due to the cumulative value of all change orders exceeding the budgeted 7% contingency. The steel reinforcement and stainless steel dowels were shown in the plans. However, the contract did not include a payment mechanism for this work, and it was determined that a change order was necessary to provide payment for this work. The cost will be paid from Fund 415 Parks Fund Balance.

Commissioner Bigham moved to approve Change Order No. 5 to Contract No. 14981 with Sunram Construction Inc. for \$67,531.37 for the St. Croix Bluffs Regional Park Boat Launch Improvement Project. Commissioner Miron seconded the motion, and it was adopted unanimously.

### **Change Order for County State Aid Highway 12**

Mr. Slagle presented a change order for the County State Aid Highway (CSAH) 12 Improvement Project in the City of Mahtomedi.

Mr. Slagle reported that the CSAH 12 Improvement Project, from County Line Road to Wildwood Road, included pavement and culvert replacement, turn lane additions and improved pedestrian crossings, a traffic signal at Wedgewood Drive, and a multi-purpose off-road trail on the south

side of CSAH 12. The construction contract was awarded to Forest Lake Contracting Inc. and the roadway re-opened to traffic in September 2022.

There have been 12 change orders to date to complete the work. Change Order No. 1 through 11 were approved administratively, in accordance with county policy. Change Order No. 12 requires County Board authorization, due to the cumulative value of all change orders exceeding the budgeted 7% contingency.

During construction of the trail, an undocumented sanitary sewer line was discovered, varying between 12 and 18 inches below existing grade. The line was later determined to be active and serve six businesses. It was determined that the sewer line, as installed, does not meet current standards of 6-8 feet for cover. Since the sewer line is city-owned, the county and the cities of Mahtomedi and White Bear Lake agreed that due to the timing of the sewer line discovery, it would be best to relocate the sewer line prior to completing the trail. This change order provides payment for work to procure materials, excavate, and install a lift station, and will be funded by Local and Highway State Aid revenues.

Commissioner Karwoski moved to approve Change Order No. 12 to Contract No. 14717 with Forest Lake Contracting Inc. for \$390,022 for the CSAH 12 Improvement Project. Commissioner Miron seconded the motion, and it was adopted unanimously.

### **Prevailing Wage Policy**

Director Wayne Sandberg presented a new policy for prevailing wage. Mr. Sandberg reported that prevailing wage is the minimum hourly wage employers must pay certain workers who work on construction projects, such as highway, commercial, or residential construction. Prevailing wage is set by the U.S. Department of Labor and Industry for federally-funded projects, or the Minnesota Department of Labor and Industry (DLI) for state-funded projects. The prevailing wage is set by job class, and includes the cost of the rate of pay and benefits.

Mr. Sandberg reported that in Minnesota, work funded with non-federal (state or local) funds are exempt from the Federal Davis-Bacon Act of 1931. DLI sets the prevailing wage rates for state-funded projects and provides enforcement with the Minnesota Department of Transportation (MnDOT). A survey of the construction industry is conducted each year. Contractors and labor unions are invited to submit the wages they are paying for various job types, and the DLI does a statistical analysis of that data, which determines what the prevailing wage rates should be for each job class.

Highway/heavy rates are set by region, commercial rates are set by each individual county, and truck rates are set by DLI. Benefits of prevailing wage include the employment of local workers that are paid fairly for their labor, as well as increased quality of work, better trained staff on projects, improved safety on job sites, and support of the local economy. County staff works closely with MnDOT/DLI to ensure prevailing wage, when required, is actually being paid. If an error is found, the pay is corrected.

Mr. Sandberg reported that Washington County utilizes prevailing wage for the majority of its work, even when there is not federal/state funding on a project. A recent analysis showed that in the last five years, 99.4% of project dollars require prevailing wage, which means staff is already doing what this policy will require. This policy documents current practices, and contractors that the county works with are well-versed with prevailing wage and are comfortable with this requirement.

Mr. Sandberg concluded the new policy, Prevailing Wage Requirement for Locally Funded Construction Projects, will require the use of prevailing wage for construction projects of more than \$175,000, and will utilize Minnesota Wage Rates. This policy does not apply to services or maintenance/repair activities. For projects of less than \$175,000, the Public Works Director can still require prevailing wage, depending on the type of project. Mr. Sandberg stated this policy documents the current practice that has resulted in many years and millions of dollars of successful project outcomes, while also recognizing and integrating well into current policies on procurement.

Commissioner Bigham moved to adopt the new policy, Prevailing Wage Requirement for Locally Funded Construction Projects. Commissioner Clasen seconded the motion, and it was adopted unanimously.

### **GENERAL ADMINISTRATION**

County Administrator Kevin Corbid reported that the countywide strategic planning process has begun. The strategic plan will guide decision-making across the organization for the next five years, including review of the county's mission, vision, and goals. Project consultants from BerryDunn are on-site this week and will be meeting with board members and staff leadership for perspective on the county's needs and priorities. The project team will continue to engage with other staff and stakeholders within the county to further develop understanding of existing conditions, needs, and priorities, and ultimately, to lay a strong foundation for the development of the county's strategic plan.

Mr. Corbid reported on upcoming public hearings, and that there is no County Board meeting next week.

### **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 Karwoski moved to adjourn. Commissioner Clasen seconded the motion, and it was adopted unanimously.

The County Board meeting adjourned at 10:50 a.m.

**BUDGET WORKSHOP FOR RECOMMENDED 2024 LIBRARY AND LAW LIBRARY BUDGET**

The board met in workshop session to review the 2024 recommended budget for the Library and Law Library. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

**BUDGET WORKSHOP FOR RECOMMENDED 2024 PROPERTY RECORDS AND TAXPAYER SERVICES BUDGET**

The board met in workshop session to review the 2024 recommended budget for the Property Records and Taxpayer Services Department. 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 PUBLIC HEALTH & ENVIRONMENT**

The board met in workshop session for an update on the Solid Waste Management Plan. Present for the workshop were Commissioners Miron, Karwoski, Kriesel, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

*Kevin Corbid*

Kevin Corbid  
County Administrator

*Gary Kriesel*

Gary Kriesel  
County Board Chair