



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
SEPTEMBER 7, 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  
Brent Wartner, First Attorney  
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 Karwoski moved, seconded by Commissioner Miron, to adopt the Consent Calendar as follows:

- A. Approval of the August 24, 2021, County Board meeting minutes.
- B. Approval to appoint Victoria Dupre, Marine on St. Croix, to a partial first term as Manager on the Carnelian - Marine - St. Croix Watershed District, expiring June 21, 2023.
- C. Approval to appoint David Bakke, Scandia, to a partial first term as Manager on the Comfort Lake - Forest Lake Watershed District, expiring September 23, 2024.
- D. Approval to appoint Commissioner Wayne Johnson as alternate for the Metro Alliance for Healthy Families.
- E. Approval of 2.0 FTE intermittent Social Worker positions for the Crisis Response Unit that will be hired as several part-time intermittent employees.
- F. Approval to apply for the Minnesota Pathways to Prosperity Grant for State Fiscal Years 2022 and 2023, administered by the Minnesota Department of Employment and Economic Development, as authorized in the Laws of Minnesota 2017, Chapter 94, Sec. 2 Subd. 3(e).



G. 1. Approval of **Resolution No. 2021-097** as follows:

**AUTHORIZING THE RECEIPT OF \$17,500 IN GRANT FUNDING  
FROM THE MINNESOTA DEPARTMENT OF  
VETERANS AFFAIRS**

**WHEREAS**, Washington County desires to enter into a Grant Agreement with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program; and

**WHEREAS**, the grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2019, Chapter 10 Article 1, Section 37, Subdivision 2; and

**WHEREAS**, this grant should not be used to supplant or replace other funding; and

**WHEREAS**, that Washington County Veterans Service Officer Ryan Carufel be authorized to execute the grant agreement for the above mentioned project on behalf of the county.

**NOW, THEREFORE, BE IT RESOLVED**, the above resolution was adopted at a regular meeting of the County Board this 7th day of September, 2021.

2. Approve a grant agreement between the Minnesota Department of Veterans Affairs and Washington County in the amount of \$17,500 for the period of July 1, 2021, through June 30, 2022.

H. Approval to change Personnel Rules and Regulations, Section #22, Work Schedules.

I. Approve revisions to Human Resources Policy #5504 Appearance and Grooming Policy.



J. Approval of **Resolution No. 2021-098** as follows:

**RESOLUTION TO SET ASIDE A PORTION OF THE  
ANNUAL DISTRIBUTION OF NET REVENUE  
FROM FORFEITED LAND SALES**

**WHEREAS**, Minnesota Statute Chapter 282 gives the county board the authority to manage tax forfeited property that is located within Washington County, and

**WHEREAS**, the county auditor is to distribute the net revenue in the county's tax forfeited sale fund to the local taxing districts after payment of county administrative expenses, according to one of two prescribed apportionment plans, and

**WHEREAS**, Minnesota Statutes section 282.08 subd. 4 (ii) allows the county board to set aside up to 20 percent of net proceeds for the acquisition and maintenance of county parks or recreational areas.

**NOW, THEREFORE, BE IT RESOLVED** that the County Board of Commissioners directs the Washington County Department of Property Records and Taxpayer Services to set aside, as authorized pursuant to section 282.08 subd. 4 (ii), 20 percent of the net proceeds remaining in the tax forfeited sale fund to be used for acquisition and maintenance of county parks and recreational areas.

**BE IT FURTHER RESOLVED** that this 20 percent set aside shall be expended under the supervision of the county board.

K. Approval of one full-time equivalent (1.0 FTE) Public Health Senior Program Manager and one intermittent (0.35 FTE) Community Nutrition Specialist position in the Department of Public Health and Environment.

L. Approval of Cooperative Agreement No. 14076 with the South Washington Watershed District for reimbursement of grazing services in Cottage Grove Ravine Regional Park.

M. Approval of **Resolution No. 2021-099** as follows:

**RESOLUTION AUTHORIZING EXECUTION OF SUB-GRANT  
AGREEMENT FOR HAZARD MITIGATION ASSISTANCE  
FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY**

**WHEREAS**, FEMA's hazard mitigation assistance grant program provides funding to serve as a catalyst that drives proactive action to help people in communities reduce their losses from natural hazards; and



**WHEREAS**, Big Marine Park Reserve serves over 227,000 visitors annually; and

**WHEREAS**, Big Marine Park Reserve parallels the Disabled Veterans Rest Campground; and

**WHEREAS**, this area of Washington County is currently not supported with an advanced warning system for severe weather.

**NOW, THEREFORE, BE IT RESOLVED**, that Washington County enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance. Kevin Corbid, County Administrator, is hereby authorized to execute and sign such sub-grant agreements and any amendments hereto as are necessary to implement the project on behalf of Washington County.

**BE IT FURTHER RESOLVED**, that the above resolution was adopted by the Board of Commissioners of Washington County on September 7<sup>th</sup>, 2021.

N. Approval of **Resolution No. 2021-100** as follows:

**APPROVE AN AGREEMENT BETWEEN  
THE WASHINGTON COUNTY SHERIFF'S OFFICE AND  
THE CITY OF LANDFALL VILLAGE**

**BE IT RESOLVED**, that the Washington County Sheriff's Office is authorized to enter into an agreement with the City of Landfall Village to provide law enforcement services.

**BE IT FURTHER RESOLVED**, that the Washington County Sheriff, Dan Starry, is hereby authorized to execute and sign this agreement and any amendment thereto, as are necessary to implement this agreement on behalf of the Washington County Sheriff's Office.

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

**PUBLIC HEALTH & ENVIRONMENT**

Sr. Public Health Program Manager Jill Timm presented a grant agreement with the Minnesota Department of Human Services in the amount of \$275,000.

Ms. Timm reported the Department of Public Health & Environment (PHE) provides medical services to inmates in the county jail, under an agreement with the Sheriff's Office. In July 2020,



PHE hired a special project Public Health Coordinator to plan for and implement a Medication for Opioid Use Disorder (MOUD) in the jail. The program went live in January 2021 and has been supported by the Community Services Department, the Community Corrections Department, and the County Attorney's office, in addition to PHE and the Sheriff's Office.

In an effort to continue to improve and support this program, PHE has applied for and been awarded a grant in the amount of \$275,000 to support the extension of the special project coordinator position through September 2022. The grant will also support the cost for Suboxone used to treat inmates while in custody and without any other payment source for the medication. The grant is part of the Minnesota 2020 State Opioid Response (SOR).

Commissioner Johnson moved to approve Grant Agreement No. 14214 with the Minnesota Department of Human Services, in the amount of \$275,000. Commissioner Karwoski seconded the motion and it was adopted unanimously.

### **PUBLIC WORKS**

Deputy Director/County Engineer Wayne Sandberg presented a contract with OMG Midwest Inc. dba Minnesota Paving and Materials, for roadway rehabilitation of County Road 66 (Greeley Street) in the City of Stillwater, in the amount of \$141,740.71.

Mr. Sandberg reported that bids for the County Road 66 Pavement Rehabilitation Project were opened on August 10, 2021. Four complete bids were received with the lowest responsible bid at \$141,740.71, and the Public Works Department (PWD) recommends approval of this bid. The pavement on this roadway is in poor condition and requires yearly maintenance.

After review of the bids in comparison to the engineers' estimate, it was determined the bid prices matched current later season bid prices seen by the county. This late season bidding, along with this being a smaller quantity job, added to the higher bid prices. Prices still fall within reason of the work being completed, and for this reason PWD would still recommend approval of the bid.

This project is planned in the county's Capital Improvement Plan as RB-2204 Pavement Preservation and Rehabilitation.

Commissioner Kriesel moved to approve Contract No. 14297 in the amount of \$141,740.71 with OMG Midwest Inc. dba Minnesota Paving and Materials, for roadway rehabilitation of County Road 66 (Greeley Street) in the City of Stillwater. Commissioner Miron seconded the motion and it was adopted unanimously.

### **SHERIFF'S OFFICE**

Emergency Management Deputy Director Kelli Matzek presented a resolution to recognize September 2021 as National Preparedness Month in Washington County. Ms. Matzek reported that National Preparedness Month creates an important opportunity for every resident of Washington County to prepare their homes, businesses, and communities for any type of emergency. Investing in disaster preparedness can help save lives and reduce economic devastation. All residents are urged to make preparedness a priority and work together as a team



to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type. Washington County has the opportunity to join and support its state and nation in strengthening community and regional resiliency.

Commissioner Miron moved to approve **Resolution No. 2021-101** as follows:

**A RESOLUTION PROCLAIMING SEPTEMBER 2021  
NATIONAL PREPAREDNESS MONTH**

**WHEREAS**, the 2021 Theme for National Preparedness Month is: “Prepare to Protect. Preparing for disasters is protecting everyone you love.”; and

**WHEREAS**, “National Preparedness Month” creates an important opportunity for every resident of Washington County to prepare their homes, businesses, and communities for any type of emergency; and

**WHEREAS**, investing in the disaster preparedness for ourselves, our families, businesses and communities can help save lives and reduce economic devastation in our communities; and

**WHEREAS**, the Federal Emergency Management Agency’s Ready Campaign and other federal, state, local, private, and volunteer agencies are working to educate individuals on how to take action; and

**WHEREAS**, emergency preparedness is the responsibility of every citizen of Washington County and all citizens are urged to make preparedness a priority and work together, as a team, to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type; and

**WHEREAS**, by participating in National Preparedness Month in September 2021, Washington County has the opportunity to join and support our state and nation in strengthening community and regional resiliency; and

**WHEREAS**, all citizens of Washington County are encouraged to participate in preparedness activities and visit the websites of the Ready campaign at [www.ready.gov](http://www.ready.gov), the Sheriff’s Office Facebook page, Twitter feed, and website, which includes information aligned with preparedness principles to become more prepared.

**NOW, THEREFORE, BE IT RESOLVED** that the Washington County Board of Commissioners hereby proclaims September 2021 as National Preparedness Month, and encourages all citizens and businesses to develop their own emergency preparedness plan, build a preparedness kit, check their insurance coverage and work together toward creating a resilient community.



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**

**Resolution Acknowledging the City of Birchwood Village on its 100<sup>th</sup> Anniversary**

The City of Birchwood Village will be celebrating its 100th anniversary of its incorporation on September 10, 2021. Commissioner Karwoski read the resolution and made the motion to adopt.

Commissioner Karwoski moved to approve **Resolution No. 2021-102** as follows:

**A RESOLUTION OF CONGRATULATIONS  
TO THE CITY OF BIRCHWOOD VILLAGE  
ON THE CELEBRATION OF ITS 100<sup>TH</sup> ANNIVERSARY**

**WHEREAS**, the City of Birchwood Village began in the last quarter of the 19<sup>th</sup> Century as part of the summer homes on the south shore of White Bear Lake; and

**WHEREAS**, the City of Birchwood Village, originally part of Grant Township and Lincoln Township, incorporated as the Village of Birchwood in 1921; and

**WHEREAS**, the City of Birchwood Village grew through the years with permanent residents, and summer visitors who were all served by streetcar service, as well as steamboat service to White Bear Lake; and

**WHEREAS**, the City of Birchwood Village benefited in its growth from the attraction of the Wildwood Amusement Park, built by the Twin Cities Rapid Transit Company; and

**WHEREAS**, the City of Birchwood Village continued to attract new residents until it had 900 residents when it incorporated as the City of Birchwood Village in 1974; and

**WHEREAS**, the City of Birchwood Village continues to be a vibrant, inviting community in Washington County with a population estimate from the 2020 census of 863 residents; and

**WHEREAS**, the City of Birchwood Village is celebrating the 100<sup>th</sup> anniversary of its incorporation Sept. 10, 2021; and



**WHEREAS**, the city and county have enjoyed a positive working relationship and together work to ensure the health, safety, and high quality of life of city residents.

**NOW, THEREFORE, BE IT RESOLVED** that the Washington County Board of Commissioners wishes to extend its congratulations to the community leaders and residents of the City of Birchwood Village on the celebration of this important milestone.

**BE IT FURTHER RESOLVED**, that the Washington County Board of Commissioners sends its wishes to all community residents for a festive celebration, and a bright future with continued peace and prosperity in your community.

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.

### **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**

Board correspondence was received and placed on file.

### **ADJOURNMENT**

There being no further business to come before the Board, Commissioner Kriesel moved to adjourn, seconded by Commissioner Karwoski, and it was adopted unanimously. The County Board meeting adjourned at 10:15 a.m.

### **BOARD WORKSHOP WITH ADMINISTRATION**

The Board met in workshop session to discuss the proposed 2022 budget and review the draft Mandates & Core Functions report. Present for the workshop were Commissioners Weik, Karwoski, Miron, Kriesel, and Johnson. Also present were Kevin Corbid, Jennifer Wagenius, Jan Lucke, and county staff.

### **BOARD WORKSHOP WITH ADMINISTRATION**

The Board met in workshop session to discuss redistricting requirements, timeline, and 2020 census data. Present for the workshop were Commissioners Weik, Karwoski, Miron, Kriesel, and Johnson. Also present were Kevin Corbid, Jennifer Wagenius, Jan Lucke, and county staff.



Attest:

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Kevin Corbid  
County Administrator

DocuSigned by:  
  
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Lisa Weik  
County Board Chair