

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JANUARY 14, 2025**

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 Bethany Cox, District 3
Commissioner Karla Bigham, District 4
Commissioner Michelle Clasen, District 5

Also Present: Kevin Corbid, County Administrator
John Ristad, Assistant County Attorney Division Chief
Stephanie Kammerud, Administrative Assistant

The Board recited the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

Board Chair Karwoski asked for comments from the public; none were heard.

CONSENT CALENDAR

Commissioner Clasen requested to pull item 3A from the Consent Calendar for an amended resolution.

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

1. Approval for Washington County Community Services to apply for a Minnesota Housing Finance Agency grant to provide Family Homeless Prevention and Assistance Program (FHPAP) services.
2. Approve Joint Powers Agreement between the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension (BCA) and the Washington County Human Resources Department, related to fingerprint identification services.
3. Approve Contract No. 17068 in the amount of \$146,298.70 with Bituminous Roadways for the CSAH 12 Trail Improvement Project.
4. Approve Cooperative Cost Share Agreement No. 17100 between the City of Grant and Washington County for CSAH 12 Trail Improvements.

5. Approve Lease Agreement No. 17095 with Valley Tours Inc. for office space at the Washington County Historic Courthouse.
6. Approve Purchase Order No. 27782 in the amount of \$269,239.38 with Insight Public Sector for Information Technology Data Closet Equipment at the Central Service and License Center.
7. Approve Contract No. 17069 with Lake Assault Boats LLC in the amount of \$269,960 for the purchase of a rapid response patrol boat.

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

Amend Resolution for Consent Item 3A

Commissioner Clasen moved to adopt an amended resolution for designation of 2025 official county newspaper publications, as follows:

Resolution No. 2025-003 DESIGNATION OF 2025 OFFICIAL COUNTY NEWSPAPER PUBLICATIONS

WHEREAS, Washington County issued a request for bids from qualified newspapers within the county on December 7, 2022. The county, as allowed by law, requested bids for a three-year contract which began in January of 2023. State statute requires an annual resolution declaring the location of publication for bids, proposals, notifications of legal notices, summary of proceedings, delinquent real estate and publication of the county's financial statement; and

WHEREAS, Bids for 2023-2025 publication of county legal notices were received and tabulated; and

WHEREAS, on January 3, 2023, Resolution 2023-001 designated for 3-year contracts for county publications was approved.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners designates for 2025 the publication of the Washington County Financial Statement and the Official Proceedings of the Washington County Board of Commissioners as follows:

Summary of Proceedings - Country Messenger
 Legal Notices - Country Messenger
 Delinquent Real Estate - Country Messenger
 1st Publication of the Financial Statement - Country Messenger

BE IT FURTHER RESOLVED, that pursuant to Minnesota Statutes Section 331A.12, the Washington County Board of Commissioners designates notices, advertisements for bids, and any other legal publication for transportation projects may be published on the Washington County website, Bid Postings • Washington County, MN • CivicEngage, in addition to or in place of any other required form of publication.

The motion was seconded by Commissioner Cox, and it was adopted with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, Clasen, and Karwoski. Nays, none.

COMMUNITY SERVICES

Presentation for Community Services Mobile Social Services Vehicle

Connie Tanner, Senior Planner, and Anne Rooney, Social Services Supervisor, presented information on the new Community Services Mobile Social Services Vehicle.

Ms. Tanner reported that this program is designed to provide greater access and inclusivity, ensuring that everyone in the community has the opportunity to benefit from the services the county provides, and is a continuation of the commitment to foster a more inclusive, connected community.

Ms. Tanner reported that the vehicle was purchased through the Adult Mental Health Initiative Grant. The Mobile Social Services Outreach program is an innovative program that aims to bring mental health, substance use disorder, and social service resources directly to people in Washington County. The vehicle will make regular visits at community sites and events, offering on-the-spot assistance, information, resources, and referrals. The program focuses on reaching individuals who may face barriers or stigma when trying to access traditional services. By bringing these critical resources directly to the community, the vehicle aims to provide assistance that is within reach.

Ms. Tanner reported that the Mobile Social Services Vehicle is a custom designed F250 high-ceiling van. Inside, the van is equipped with a meeting space that serves as both a workspace for staff, and a welcoming area for individuals receiving services. The exterior of the vehicle is designed to be inclusive and inviting, reflecting the broad range of department programs. This unique program not only opens doors to access, it also plays a key role in normalizing conversations about mental health and substance use, helping to break down the stigma surrounding these important issues. By meeting people where they are and offering a wide range of mental health, substance use, and social service resources, this project aims to create a more inclusive and accessible service delivery model for the community.

Ms. Rooney reported on staffing plans for the vehicle, and reviewed the schedule that is being developed for outreach at Washington County libraries, parks, food banks and resource centers, cultural and faith-based community centers, retail spaces, and community events.

PUBLIC WORKS

Contract for Intersection Improvement Project Preliminary Design Services

Andrew Giesen, Engineer III, presented a contract to provide preliminary design services for the County State Aid Highway (CSAH) 5, County Road (CR) 55, and CSAH 96 Intersection Improvement Project. This project is identified as RB-2807 in the Capital Improvement Plan and is in Stillwater Township at the intersections of CSAH 5 (Stonebridge Trail), CR 55 (Norell Avenue), and CSAH 96 (Dellwood Road).

Mr. Giesen reported that a Request for Proposals (RFP) was issued in September 2024. Public Works received five proposals, and after review, TKDA was determined to provide the best team to provide design services for this project. Consultant services include project coordination, preliminary engineering, stakeholder and public engagement, utility coordination, geotechnical analysis and environmental documentation services. This project is funded by State Aid.

Commissioner Cox moved to approve Consultant Contract No. 17070 with TKDA Associates in the amount of \$445,100 to provide preliminary design services for CSAH 5, CR 55, and CSAH 96 Intersection Improvement Project. Commissioner Bigham seconded the motion, and it was adopted.

Change Orders for the County Road 65 Reconstruction Project

Cory Slagle, Assistant County Engineer, presented three change orders for the County Road 65 (Oakgreen Avenue) Reconstruction Project. This project spans three miles, between County Highways 10 (10th Street North) and 14 (40th Street North) in Baytown and West Lakeland Township.

Mr. Slagle reported that the project work included full reconstruction of the road base, replacing driveway and centerline culverts, regrading roadside drainage ditches, constructing curb and gutter, adding turn lanes, adjusting the road profile to improve sightlines, and constructing eight stormwater filtration basins. This project is the first reconstruction of this corridor since its original construction in the 1930s, and has uncovered numerous unknown conditions. Challenges during construction include private utilities not relocating in a timely manner and unsuitable subgrade conditions.

Mr. Slagle reported that in 2023, the contract for this project was awarded to North Pine Aggregate for \$9,415,803.30. Construction started in May 2023 and was completed in November 2024. During construction, there were 16 change orders necessary to complete the work. Change Orders #3 through #13, #15, and #16, were approved administratively in accordance with County Policy. Change Orders #1, #2, and #14 require County Board authorization, due to the cumulative value of all change orders exceeding the budgeted 7% contingency.

Mr. Slagle reviewed the three change orders. Change Order #1 for \$505,434.21 is for quantity changes from the original plan, and export/disposal costs. Change Order #2 for \$42,054.45 is for plan revisions, including pavement and storm sewer design changes, and incorporating 27th Street

into the design to accommodate access to a new housing development. Change Order #14 for \$63,567.63 is for additional work on driveways, storm sewer, and other additional items deemed necessary. These change orders will be funded by County Transportation Sales Tax.

Commissioner Cox moved to approve Change Orders #1, #2, and #14 for Contract No. 15304 with North Pine Aggregate in the amount of \$611,056.29 for the County Road 65 Reconstruction Project. Commissioner Miron seconded the motion, and it was adopted.

GENERAL ADMINISTRATION

County Administrator Kevin Corbid reported that the county has activated its extreme cold weather protocol.

Mr. Corbid reported that the Minnesota Legislative Session begins today, and the county will be hosting a legislative delegation reception on January 29, 2025.

Mr. Corbid reported that The League of Local Governments will be hosting an event, At Home in Washington County, on February 19, 2025, to discuss the state of housing in the county.

COMMISSIONER REPORTS

Commissioners reported on meetings and other events they attended. Please see archived livestreaming of the board meeting for full commissioner reports on the county's website washingtoncountymn.gov under "County Board of Commissioners."

BOARD CORRESPONDENCE

No board correspondence was received.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Miron moved to adjourn. Commissioner Clasen seconded the motion, and it was adopted.

The County Board meeting adjourned at 10:19 a.m.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Stan Karwoski

Stan Karwoski
County Board Chair