

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
FEBRUARY 11, 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 Bigham moved, seconded by Commissioner Cox, to adopt the Consent Calendar as follows:

1. Approval to appoint Nicole Buatala to a first term on the Mental Health Advisory Council LAC as a Chemical Health Professional Representative starting February 12, 2025, and expiring December 31, 2027.
2. Approve Grant Agreement No. 17165 with the Minnesota Department of Public Safety in the amount of \$199,841.82 for a term of March 1, 2025, through June 30, 2026, for crisis mental health services.
3. Approve Purchase Order No. 27848 with Insight Public Sector for the purchase of two NetApp storage devices.
4. Approval of **Resolution No. 2025-012** as follows:

USPCA AKC REUNITE K9 COP GRANT

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 funding in the amount of \$7,500 from the USPCA AKC Reunite K9 Cop Grant Program.

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

PUBLIC WORKS

Change Order for County State Aid Highway 5 Resurfacing Project

Allan Brandt, Construction Engineer, presented a change order for the County State Aid Highway (CSAH) 5 Resurfacing Project in the City of Stillwater. This project is identified in the Capital Improvement Plan as #RB-2613. Mr. Brandt reported that this is the second phase of a multi-phase project rehabilitating the pavement and enhancing safety on Owens Street, between Olive Street and Sycamore Street.

Mr. Brandt reported that Valley Paving Inc. was awarded the bid and construction was completed in October 2024. As part of the project, the curb and gutter were replaced, and the road narrowed to allow for widening of the existing sidewalk and boulevard. Additional work included watermain and storm sewer improvements, and replacing the road and trail pavement, signing, and striping.

Mr. Brandt reported that there were challenges during construction, including utilities not relocating in a timely manner, and the age of the infrastructure along the corridor. During construction, there were 15 change orders necessary to complete the work. Change Orders 1 through 14 were approved administratively in accordance with County Policy.

Change Order 15 is to reconcile final quantities on the project, and requires County Board authorization due to the cumulative value of all change orders exceeding the budgeted 7% contingency. The change orders will be funded with County State Aid revenue.

Commissioner Cox moved to approve Change Order 15 for Contract No. 15371 with Valley Paving Inc. in the amount of \$116,858.49 for the CSAH 5 Resurfacing Project. Commissioner Miron seconded the motion, and it was adopted.

GENERAL ADMINISTRATION

Legislative Updates

Deputy County Administrator Jan Lucke reported that commissioners and staff continue to meet with state legislators. The county's spring legislative reception is being planned, and may be held during the day, rather than the evening. Ms. Lucke made note of upcoming dates, including the updated budget forecast to be released on March 6, and the special election for House District 40B on March 11. Legislative breaks are scheduled March 29 through April 1, and April 11-21. The deadline to adjourn is May 19, 2025.

Ms. Lucke provided a draft letter to legislators summarizing Federal revenue included in the county's budget, and highlighting some of the programs that depend on it. Commissioners provided feedback, and the letter will be edited and presented next week for approval.

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 washingtontcountymn.gov under "County Board of Commissioners."

BOARD CORRESPONDENCE

Board correspondence was received and placed on file.

ADJOURNMENT

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

The County Board meeting adjourned at 9:49 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to discuss County Board operating procedures and code of conduct. Present for the workshop were Commissioners Miron, Cox, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Stan Karwoski

Stan Karwoski
County Board Chair