

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MARCH 25, 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 Miron moved, seconded by Commissioner Bigham, to adopt the Consent Calendar as follows:

1. Approval of the March 11, 2025, County Board meeting minutes.
2. Approval to reappoint Mr. Jeffrey Thron, Stillwater, to the Groundwater Advisory Committee as a Well Drilling Representative for a first full term expiring December 31, 2027.
3. Approval of **Resolution No. 2025-019** as follows:

**RESOLUTION REAPPOINTING KEVIN CHAPDELAINE TO THE
SOUTH WASHINGTON WATERSHED DISTRICT**

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the

county, state or federal government, expect that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the experience of the individual being reappointed to determine if he is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following reappointment it finds that the managers of the watershed district, including the reappointed member, fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being reappointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby reappoints Kevin Chapdelaine to a fourth term on the South Washington Watershed District, to begin on May 2, 2025, and end on May 1, 2028.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

4. Approval of **Resolution No. 2025-020** as follows:

**RESOLUTION APPOINTING DAVID FILIPIAK TO THE
SOUTH WASHINGTON WATERSHED DISTRICT**

WHEREAS, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

WHEREAS, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the county, state or federal government, expect that a soil and water conservation supervisor may be appointed a watershed district manager; and

WHEREAS, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

WHEREAS, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

WHEREAS, the county has provided the notice required to the townships and municipalities that are within the watershed; and

WHEREAS, the county has provided the required published notice; and

WHEREAS, the county has reviewed the applications submitted for the manager position and the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has determined that the aggregate list of nominees submitted by the townships and municipalities is valid; and

WHEREAS, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the

experience of the individual being reappointed to determine if he is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

WHEREAS, the county has determined that by making the following reappointment it finds that the managers of the watershed district, including the reappointed member, fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

WHEREAS, the individual being reappointed manager was included on the list of nominees as presented by the townships and municipalities under Minnesota Statutes 103D.311, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby appoints David Filipiak to a first term on the South Washington Watershed District, to begin on May 2, 2025, and end on May 1, 2028.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

5. Approval of a Needs Determination application for Opportunity Community Services to develop an Adult Day Services Program.
6. Approval of an application for an Off-Sale Liquor License for Holiday Stationstores, LLC in Denmark Township.
7. Approve Amendment to Lease Agreement No. 14417 with the State of Minnesota Department of Public Safety, Driver and Vehicle Services for an increase to five days per week for the driver exam station at the Stillwater License Center for the period of April 1, 2025, to June 30, 2025.
8. Approve Contract No. 17262 with Worldpay for the period of the date of final signature, through January 11, 2026.
9. Approval of **Resolution No. 2025-021** as follows:

DONATION FROM OUR RESCUE

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 of Commissioners is authorized to approve donations, gifts, and bequests.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby approve the donation from OUR Rescue to provide a software license for GrayKey Essentials, valued at \$11,820.00, that will support investigative efforts to protect children from sex trafficking and sexual exploitation.

10. Approve Joint Powers Agreement No. 17175 that allows the Washington County Sheriff's Office to provide fuel to the City of Bayport for law enforcement services.

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

PUBLIC HEALTH AND ENVIRONMENT

Resolution for Recognition of Dan Dolan

Director David Brummel presented a resolution honoring Dan Dolan, who has served on the University of Minnesota Extension Committee since 2008, and served as president of the Washington County Ag Society for 11 years. Mr. Dolan retired from his service on the Extension Committee earlier this year.

Commissioner Bigham moved to adopt **Resolution No. 2025-022** as follows:

RECOGNITION OF DAN DOLAN AND HIS SERVICE ON THE UNIVERSITY OF MINNESOTA EXTENSION COMMITTEE

WHEREAS, Dan Dolan has served on the University of Minnesota Extension Committee since 2008, and ensured there was strategic alignment between the University of Minnesota and Washington County departments; and

WHEREAS, Dan Dolan served as the president of the Washington County Ag Society for 11 years to ensure that the Washington County Fair provides a rich environment for 4-H and other equestrians to demonstrate their learning and leadership; and

WHEREAS, Dan Dolan tirelessly advocated for funding to support Extension programming and successfully secured private funds to sustain the 4-H program and expand the Extension presence in Washington County; and

WHEREAS, Dan Dolan broadened the 4-H program to include 4-H Youth Teaching Youth, which trains teens to take an active role in teaching younger kids about healthy living. Dan sought out external funds in 2011 to pilot this program and today it continues to empower 4-H teens to take charge and lead the sessions on their own to their younger peers; and

WHEREAS, in 1998, the Minnesota Horse Council recognized Dan Dolan as Horse Person of the Year Award for his long-standing dedication and commitment to the horse industry; and

WHEREAS, Dan Dolan received the University of Minnesota Extension Distinguished Friend award in October of 2012, for his tireless advocacy for 4-H Youth Development in Washington County.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby acknowledge and thanks Dan Dolan for his over 17 years of service to Washington County and the University of Minnesota Extension Committee.

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

PUBLIC WORKS

County State Aid Highway 5 Improvement Project

Engineer Andrew Giesen presented multiple items for the County State Aid Highway (CSAH) 5 (Stonebridge Trail) Improvement Project. This project is located on Sycamore Street to CSAH 96, within the City of Stillwater and Stillwater Township, and is identified in the Capital Improvement Plan as #RB-2639.

Mr. Giesen reported that this project will resurface the existing roadway and trails, replace the bridge that spans across Brown's Creek, add dedicated turn lanes at the intersection of Johnson Court, add a new trail on the west side of the highway, add stormwater basins, and replace aging culverts and highway signs. Bids for the project were opened on February 18, 2025, and Valley Paving Inc. was selected for the construction contract. Funding for these expenses will be a combination of Transportation Advancement Account, Highway State Aid, State Bridge Bonding, County Transportation Sales Tax, and Local Contributions from the City of Stillwater.

Commissioner Cox moved to approve Contract No. 17233 in the amount of \$5,845,582.30 with Valley Paving Inc. Commissioner Miron seconded the motion, and it was adopted.

Commissioner Cox moved to approve Cooperative Cost Agreement No. 16891 between the City of Stillwater and Washington County. Commissioner Bigham seconded the motion, and it was adopted.

Commissioner Cox moved to approve Cooperative Maintenance Agreement No. 16892 between the City of Stillwater and Washington County. Commissioner Clasen seconded the motion, and it was adopted.

Commissioner Cox moved to approve Grant Agreement No. 1058140 between MnDOT and Washington County. Commissioner Miron seconded the motion, and it was adopted.

Commissioner Cox moved to adopt **Resolution No. 2025-023** as follows:

**LOCAL BRIDGE REPLACEMENT PROGRAM GRANT
AGREEMENT GRANT TERMS AND CONDITIONS
SAP 082-605-017**

WHEREAS, Washington County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No.82501; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$1,491,061.97 by reason of the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED, that Washington County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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

GENERAL ADMINISTRATION

National County Government Month

County Administrator Kevin Corbid presented a resolution to recognize April 2025 as National County Government Month. The National Association of Counties (NACo) has proclaimed April 2025 as National County Government Month in appreciation of county government employees who provide services for residents, clients, and customers in Washington County.

Commissioner Clasen moved to adopt **Resolution No. 2025-024** as follows:

RESOLUTION PROCLAIMING 2025 NATIONAL COUNTY GOVERNMENT MONTH

WHEREAS, the nation's 3,069 counties provide essential services to create healthy, safe and vibrant communities to more than 330 million Americans; and

WHEREAS, counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of peoples' lives; and

WHEREAS, counties as intergovernmental partners enact local, state and federal programs to address the needs of all; and

WHEREAS, Washington County and all counties take pride in our responsibility to protect and enhance the health, wellbeing, and safety of all people in efficient and cost-effective ways; and

WHEREAS, under the leadership of the National Association of Counties (NACo) and the Association of Minnesota Counties (AMC) we celebrate the role of county governments in connecting, inspiring, and leading as intergovernmental partners; and

WHEREAS, each year, since 1991, the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services by proclaiming April as National County Government Month; and

WHEREAS, Washington County, through its more than 1,400 employees, provide services that ensure individuals can live in strong and vibrant communities; and

WHEREAS, Washington County recently celebrated its 175th Anniversary and is proud to be one of the original nine counties that made up the Minnesota Territory; and

WHEREAS, the county has adopted a Strategic Plan that will guide our work for the next five years; and

WHEREAS, each of the county's 12 departments takes pride in our mission to provide exceptional services that enhance quality of life and promote a safe, healthy and welcoming community for all; and

WHEREAS, if we fulfill that mission, we will reach our vision of being a vibrant county that embraces the diversity of its communities, advances equitable access to resources and opportunities, and prioritizes the sustainability of its natural environment; and

WHEREAS, during the month of April, the county board is excited to undertake efforts to highlight and thank all county employees for their outstanding leadership and service.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners thanks and recognizes county employees for their willingness to serve and for their dedication to the noble and honorable work of public service.

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners hereby proclaims April 2025 as National County Government Month and encourages everyone to participate in county government celebration activities.

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

Legislative Updates

Deputy County Administrator Jan Lucke provided an updated State bill tracker to the board. Ms. Lucke reported that all of Washington County's bills have been introduced in both the House and Senate.

Ms. Lucke provided several letters for review. A letter was sent to Senator Jim Abeler in support of Senate File (SF) 2598, which advocates for critical reforms to the MnCHOICES system. This letter was sent on Saturday, March 22, and signed by Chair Karwoski on behalf of the board, due to the deadline.

Ms. Lucke presented a letter to Senator Melissa Wiklund in support of SF 2349, and a letter to Rep. Joe Schomacker and Rep. Mohamud Noor in support of House File (HF) 2040, both letters regarding county-involved youth. This legislation, developed by the seven metropolitan counties working collaboratively, is critical to addressing the urgent need for improvements in how we serve youth with complex mental health and behavioral needs. The end result will be a regional continuum of care for serving these youth, no matter how they enter the county systems, using a whole-person, cross-system approach. Commissioner Cox moved to approve sending the letters of support, signed by Chair Karwoski on behalf of the County Board. Commissioner Bigham seconded the motion, and it was approved.

Ms. Lucke presented a letter to legislators from the Metropolitan Regional Parks and Trails System. This letter opposes HF 2419 and SF 2321, requiring a replacement fund for local agencies that receive capital investment appropriations in the state's bonding bill. This letter is being signed by the Parks Directors from the implementing agencies. Ms. Lucke noted that Alex McKinney, Washington County Parks Director, would sign this letter on behalf of the county. Commissioner Clasen moved to approve signature on the letter. Commissioner Cox seconded the motion, and it was approved.

Ms. Lucke presented a letter received from Avery Hildebrand, Public Engagement Program Manager at Conservation Minnesota, in support of HF 2293, the bill to fund the new Community Grants Program. Ms. Lucke reported that last November, with 77.5% support, voters approved constitutionally re-dedicating a portion of state lottery proceeds into the Environment and Natural Resources Trust Fund (ENRTF). Importantly, voters approved increasing the amount that can be spent from the Trust Fund each year from 5.5% to 7.0%. This new 1.5% of the ENTRF is directed to a new Community Grants Program through the Minnesota Department of Natural Resources. HF 2293 is simply an appropriation for fiscal year 2026, and 1.5% of the ENTRF value amounts to approximately \$28 million. The new Community Grants Program was created for new and smaller grantees to access ENTRF funds in ways that are not feasible in the Legislative-Citizen Commission on Minnesota Resources (LCCMR) process. This letter will be sent to Co-Chairs Rep. Josh Heintzeman and Rep. Peter Fischer, and the members of the House Environment and Natural Resources Finance and Policy Committee. Commissioner Bigham moved to approve the letter of support, signed by Chair Karwoski on behalf of the County Board. Commissioner Miron seconded the motion, and it was approved.

Ms. Lucke reported that it was announced last week that FY2025 Community Project Funding requests were not continuing. It has been recommended that the county still submit all FY2025 requests, and hold off on submitting FY2026 projects.

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

Board correspondence was received and placed on file.

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 10:42 a.m.

BOARD WORKSHOP WITH THE WASHINGTON COUNTY COMMUNITY DEVELOPMENT AGENCY

The board met in workshop session for an economic development update. 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.

BOARD WORKSHOP WITH COMMUNITY SERVICES

The board met in workshop session to discuss family shelters in Washington County. Present for the workshop were Commissioners Miron, Cox, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BOARD WORKSHOP WITH PUBLIC WORKS

The board met in workshop session to discuss the 3M PFAS Settlement Priority 2 Grant Program Request for Proposals. Commissioners Cox, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Stan Karwoski

Stan Karwoski
County Board Chair