

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
APRIL 1, 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 Clasen, to remove Consent Calendar item G, related to setting a public hearing, and adopt the Consent Calendar as follows:

1. Approval of the March 18, 2025, County Board meeting minutes.
2. Adopt 2026 Budget Principles.
3. Approval to submit a grant application to the Minnesota Department of Human Services for up to \$1,200,000 in Emergency Services Program funding.
4. Approve Amendment No. 4 to Contract No. 16077 with Country Services Inc. for case management services.
5. Approval of request for reclassification of 1.0 Full-Time Equivalent (FTE) Taxation Specialist position to Elections Division Manager position.
6. Approve Agreement No. 0794206 - Longitudinal Pipeline Agreement with Union Pacific Railroad, in relation to the County State Aid Highway (CSAH) 14 (47th Street) and CSAH 24 (Osgood Avenue) Improvement Project.

7. Approval of **Resolution No. 2025-025** as follows:

**RESOLUTION FOR WASHINGTON COUNTY TO ENTER INTO
MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT)
AGREEMENT NO. 1058084**

WHEREAS, Washington County would like to enter into MnDOT Agreement 1058084 with the State of Minnesota Department of Transportation for the following purposes:

To provided for payment by the State to the County of the States's share of the costs of the grading, bituminous mill and surfacing, ADA improvements, signal revisions, and drainage construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 61 from 140th Street N (County State Aid Highway 8) to Frenchman Road (County State Aid Highway 8) according to County-prepared plans, specifications, and special provisions designated by the County as County Project Number 2025-41410805 and State Aid Project 082-010-004, by the City as State Aid Project 224-010-003, and by the State as State Project 8206-55 (TH 61=001).

NOW, THEREFORE, BE IT RESOLVED, that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

8. Approve Amendment No. 1 to Contract No. 16249 with CivicPlus LLC to extend the term for up to four additional one-year periods.
9. Approval of **Resolution No. 2025-026** as follows:

TRAINING SCHOLARSHIP 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 training scholarship for four detectives to attend human trafficking training, valued at \$5,600.00, that will support investigative efforts to protect children from sex trafficking and sexual exploitation.

10. Approval of **Resolution No. 2025-027** as follows:

DONATION FOR SHOP WITH A COP EVENT

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 a donation of \$5,000.00 from Walmart to support the Shop with a Cop community engagement event.

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

County Administrator Kevin Corbid noted item G had an error in the proposed ordinance number for the Washington County Parks and Open Space Commission. It is listed as #219, and it should be corrected to #220.

Commissioner Bigham moved to approve setting a public hearing for May 6, 2025, for the proposed Washington County Parks and Open Space Commission Ordinance #220, pursuant to Minnesota Statute 398.34. Commissioner Karwoski seconded the motion, and it was adopted with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, Clasen, and Karwoski. Nays, none.

ATTORNEY'S OFFICE

The County Attorney's Office has requested to delay presenting a resolution recognizing National Crime Victims' Rights Week, as Victim/Witness staff are unable to attend today's meeting. Commissioner Miron moved to delay the resolution until the next board meeting on April 15, 2025. Commissioner Clasen seconded the motion, and it was approved.

PUBLIC HEALTH AND ENVIRONMENT

Resolution Recognizing National Public Health Week

Director David Brummel presented a resolution recognizing April 7-13, 2025, as National Public Health Week. The American Public Health Association has recognized the first full week of April as National Public Health Week for more than 25 years. This is a time to recognize the contributions of public health employees and highlight issues that are important to improving the community's health and the environment.

Commissioner Clasen moved to adopt **Resolution No. 2025-028** as follows:

NATIONAL PUBLIC HEALTH WEEK

WHEREAS, Washington County strives to promote the health, safety, and quality of life of citizens; and

WHEREAS, the mission of the Department of Public Health and Environment is to protect, promote and improve the community's health and the environment; and

WHEREAS, the American Public Health Association annually recognizes the first full week of April as National Public Health Week; and

WHEREAS, National Public Health Week in 2025 marks the 30th anniversary of celebrating the week and this year's theme is "Public health starts here, in the places we live, work, and play. From clean air and water to strong relationships and safe communities, public health is about creating a foundation for healthier lives."; and

WHEREAS, the Department of Public Health and Environment supports positive health and environmental outcomes through the work of dedicated staff who:

- Provide medical care to inmates in the Washington County jail;
- Respond to the opioid crisis and substance use prevention effort;
- License and inspect food, pools and lodging establishments, hazardous waste generators and septic systems;
- Provide family health nursing and WIC services to families;
- Implement and promote environmental initiatives including recycling and waste management;
- Prevent, investigate and respond to infections and communicable diseases;
- Strive for community driven initiatives to promote health and well-being;
- Preparing for and responding to public health emergencies;
- Evaluate data and trends to create effective and responsible plans;

- Support the operations of the Environmental Center and the Recycling & Energy Center;
- Provide exceptional customer service.

WHEREAS, the role of local public health is not only to provide services but to provide leadership, facilitate conversations, engage the community, and support policy which positively impacts the public's health and environment.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby proclaims April 7-13, 2025, as Public Health Week in Washington County and recognize the contributions and efforts of all employees contributing to a healthy community and environment.

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.

Wood Waste Utilization Contracts

Community/Environmental Health Senior Program Manager Caleb Johnson presented seven contracts associated with wood waste management. Mr. Johnson reported that the wood waste management system within the metropolitan region is beyond capacity, resulting in open burning and resident self-management of tree trimming and disposal.

Mr. Johnson reported that a Request for Proposals was released in October 2024, for processing brush and wood to its highest possible end use and yard waste processing. Services sought are aligned with the Minnesota Pollution Control Agency wood waste hierarchy, and will be for the North Environmental Center yard waste site, internal county wood waste, and future central site. Mr. Johnson provided background information and funding details for the contracts.

Commissioner Clasen moved to approve Contract No. 17240 with Toft's Outdoor Supply for grinding, firewood processing, and log recovery, for the period of April 1, 2025, through December 31, 2028. Commissioner Bigham seconded the motion, and it was approved.

Commissioner Clasen moved to approve Contract No. 17241 with Toft's Outdoor Supply for biochar processing equipment operation and transportation, for the period of April 1, 2025, through December 31, 2028. Commissioner Cox seconded the motion, and it was approved.

Commissioner Bigham moved to approve Contract No. 17198 with Titan Machinery in an amount not to exceed \$2,000,000 for the period of April 1, 2025, through December 31, 2027. Commissioner Karwoski seconded the motion, and it was approved.

Commissioner Cox moved to approve Contract No. 17196 with Ruffridge Johnson in an amount not to exceed \$2,000,000 for the period of April 1, 2025, through December 31, 2027. Commissioner Bigham seconded the motion, and it was approved.

Commissioner Cox moved to approve Contract No. 17238 with Clear Water Nitrate Reduction in the amount of up to \$150,000 for the period of April 1, 2025, through December 31, 2027. Commissioner Clasen seconded the motion, and it was approved.

Commissioner Bigham moved to approve Contract No. 17237 with Sylva Corporation, Inc., for the period of April 1, 2025, through December 31, 2028. Commissioner Clasen seconded the motion, and it was approved.

Commissioner Clasen moved to approve Contract No. 17239 with The Davey Tree Expert Company in the amount not to exceed \$500,000 for the period of April 1, 2025, through December 31, 2028. Commissioner Cox seconded the motion, and it was approved.

PUBLIC WORKS

County State Aid Highway (CSAH) 10/CSAH 17/County Road 17B Intersection Project

Engineer Erin Clarkowski presented a contract for preliminary design services for improvements to the intersection of CSAH 10 (10th Street North)/CSAH 17 (Lake Elmo Avenue North)/County Road (CR) 17B (Lake Elmo Avenue North) in the City of Lake Elmo. This project is identified in the Capital Improvement Plan as #RB-2808.

Ms. Clarkowski reported that Public Works has been working closely with the Stillwater Public School District, who are relocating Lake Elmo Elementary School to the northwest quadrant of the intersection of CSAH 10, CSAH 17, and CR 17B. The school's site design adds two new access points to the county's system, one for parents, staff, and visitors on CSAH 10, and separate access for buses on CSAH 17. The school district's contractor is making significant improvements, including turn lanes and traffic signals at the main parent access and the intersection of CSAH 10, CSAH 17, and CR 17B.

Ms. Clarkowski reported that five proposals were received, and Apex Engineering Group was selected. The scope of work includes project coordination, stakeholder engagement, traffic analysis, utility coordination, permit identification, cost estimating, and preliminary construction plans. This project will be funded by planned use of fund balance from 2024 Transportation Advancement Account.

Commissioner Cox moved to approve Contract No. 17258 with Apex Engineering Group for \$364,667 to provide preliminary design services for the CSAH 10/CSAH 17/CR 17B Intersection Project. Commissioner Clasen seconded the motion, and it was approved.

Budget Amendment for CSAH 5 (Stonebridge Trail) Improvement Project

Design Engineer Kevin Peterson presented an amendment for the CSAH 5 (Stonebridge Trail) Improvement project. This is identified in the Capital Improvement Plan as #RB-2639.

Mr. Peterson reported that on March 25, 2025, the Washington County Board awarded the bid to Valley Paving Inc. for #RB-2639. In order to fully fund the project, a budget amendment is required, and it was not formalized with the bid award action on March 25. It is recommended to

use an additional \$318,200 from the County State Aid Highway fund to help offset a reduction in budgeted but unspent revenue.

Commissioner Cox moved to approve a budget amendment for \$318,200 for CSAH 5 (Stonebridge Trail) Improvement Project. Commissioner Bigham seconded the motion, and it was approved.

SHERIFF'S OFFICE

Resolution Recognizing National Public Safety Telecommunicators Week

Communication Center Division Manager Darlene Pankonie and Public Safety Telecommunicator Supervisor Sarah Miller presented a resolution recognizing and honoring the Public Safety Telecommunicators in Washington County during National Public Safety Telecommunicators Week, April 13-19, 2025.

Commissioner Bigham moved to adopt **Resolution No. 2025-029** as follows:

PROCLAMATION NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK APRIL 13, 2025 – APRIL 19, 2025

WHEREAS, emergencies can occur at any time that require law enforcement, fire or emergency medical services; and

WHEREAS, when an emergency occurs, the prompt response of law enforcement, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our residents, law enforcement officers, firefighters and paramedics is dependent upon the quality and accuracy of information obtained from residents who telephone the Washington County Emergency Communications Response Center; and

WHEREAS, public safety telecommunicators are a critical first contact our residents have with emergency services and are most often considered the community's "first" first responders; and

WHEREAS, public safety telecommunicators are the single vital link for our law enforcement, firefighters and paramedics by monitoring their activities by radio, providing them information and ensuring their safety; and

WHEREAS, public safety telecommunicators of the Washington County Emergency Communications Response Center have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS, each telecommunicator has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners hereby proclaims the week of April 13, 2025, through April 19, 2025, to be National Public Safety Telecommunicators Week in Washington County and extends its appreciation and thanks to these individuals for the vital contribution they make to keep our residents and public safety responders safe.

Commissioner Miron 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

County Administrator Kevin Corbid introduced Mr. Adam Josephson, who is retiring from the Minnesota Department of Transportation (MnDOT) on April 7. Mr. Josephson has served as the East Area Manager for over two decades and has been a pivotal partner to the Washington County Public Works team. He had an instrumental role in projects involving a MnDOT highway, including three significant river crossings: the Wakota Bridge, the Hastings Bridge, and the St. Croix Crossing. Mr. Josephson was presented with a Commissioners' Award.

Legislative Updates

Deputy County Administrator Jan Lucke provided an updated State bill tracker to the board. Ms. Lucke reported that the Trunk Highway (TH) 36 and TH 120 project received a hearing in the Minnesota House Capital Investment Committee, and Commissioner Karwoski testified. MnCHOICES Reassessments has a hearing tomorrow in the MN House Human Services Finance and Policy Committee. The Aquatic Invasive Species Metropolitan Council funding bill received a hearing in the MN House Environmental Committee, and Commissioner Miron testified. Ms. Lucke noted that Margaret Vesel from Larkin Hoffman will be sending this tracker to the delegation, encouraging additional co-authors.

Ms. Lucke provided a Federal bill tracker to the board regarding FY2026 Community Project Funding/Congressional Directed Spending submittal updates.

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 Bigham seconded the motion, and it was adopted.

The County Board meeting adjourned at 11:11 a.m.

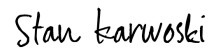
BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to discuss the second version of Washington County Operating Procedures and Guidelines document. Commissioners Miron, Karwoski, Cox, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

Attest:

A handwritten signature in cursive script that reads "Kevin Corbid".

Kevin Corbid
County Administrator

A handwritten signature in cursive script that reads "Stan Karwoski".

Stan Karwoski
County Board Chair