

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
APRIL 22, 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 requested to remove Consent Calendar item G, related to the Minnesota Department of Natural Resources (DNR) Snowmobile Trails Assistance Program grant, to discuss separately.

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

1. Approval to apply for LEAF, Legal Enhancement and Advocacy for Families, a Title IV funding source, through the Minnesota Department of Children, Youth and Families.
2. Approval to establish Fund 782 for tracking activities of the Diversion Restitution Program for Community Corrections Department.
3. Approval to add 1.0 FTE Special Project Senior Social Worker to the Community Services Adult Services Division.
4. Approval to apply for \$600,000 in Community Living Infrastructure grant funding from the Minnesota Department of Human Services.

5. Approve Grant Contract No. 17341 with the Minnesota Department of Children, Youth and Families for Fraud Prevention Investigation funding in the amount of \$295,258 for a term of July 1, 2025, through June 30, 2027.
6. Approve use of fund balance to cover the remaining cost of Contract No. 16589 with Cyclomedia Technology in the amount of \$33,032.80.
7. Accept Grant SG-25P7-10-02 in the amount of \$125,000 for the addition of a fishing pier at Cottage Grove Ravine Regional Park.
8. Approval of **Resolution No. 2025-034** as follows:

**RESOLUTION TO ACCEPT A DONATION FROM
DAVE MUNTER FOR INSTALLATION OF A CEDAR BENCH
WITH COMMEMORATIVE PLAQUE
AT ST. CROIX BLUFFS REGIONAL PARK**

WHEREAS, Washington County gratefully accepts donations, gifts, and bequests from public and private sources to enhance the programs and services it provides; and

WHEREAS, Minn. Stat. 375.26 authorizes the county board to accept gifts, donations and bequests on behalf of the county; and

WHEREAS, Washington County Parks has a wide array of donation opportunities for individuals and groups to provide support for the park system; and

WHEREAS, the Washington County Parks - Park Bench Program allows an individual or group to donate funds to install and maintain a bench to be used on a trail or near a park facility; and

WHEREAS, for a donation of \$2,500, a cedar park bench with commemorative plaque may be placed along a turf trail and will be guaranteed for a minimum of five (5) years; and

WHEREAS, Dave Munter wishes to place a cedar park bench at St. Croix Bluffs Regional Park, in honor of Dave's beloved dog, Rory, which will be located in the Southern Loop at trail intersection #11, which was Rory's favorite spot to rest on walks.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby accept a donation in the amount of \$2,500 from Dave Munter for installation of a cedar park bench at St. Croix Bluffs Regional Park with commemorative plaque; and

BE IT FURTHER RESOLVED, that Washington County will maintain the bench site, including repair and replacement of the bench and plaque for a period of five years; and

BE IT FURTHER RESOLVED, that after five years, Washington County has the option to dispose of, replace, or relocate the bench and plaque as needed.

9. Approve the 2025 Clean Water Fund Competitive Grant Agreement through the Board of Water and Soil Resources for stormwater management improvements at Square Lake Park.

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

Commissioner Bigham noted an error in the narrative of the Request for Board Action (RBA). It states the term of the grant will be from the date of DNR signature to June 30, 2025, and it should be June 30, 2026. This clarification does not affect any language in the resolution.

Commissioner Bigham moved to adopt **Resolution No. 2025-035** as follows:

MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM STAR TRAIL ASSOCIATION

WHEREAS, Washington County entered into a county/club agreement with the Star Trail Association on July 31, 1991, whereby the county agreed to sponsor the snowmobile club by acting as a pass-through agency for any grant-in-aid funding received from the State on behalf of the Star Trail Association's trails; and

WHEREAS, the Star Trail Association has developed a snowmobile trail system in Washington County and provides for the maintenance and grooming of those trails; and

WHEREAS, the Minnesota Snowmobile Trails Assistance Program provides funding for maintenance and grooming through capital improvement grants for snowmobile trails; and

WHEREAS, the Minnesota Department of Natural Resources requires a board resolution to be passed each year in order to participate in the program; and

WHEREAS, Washington County staff assistance is needed to help administer the grant, working between the Minnesota Department of Natural Resources and the Star Trail Associations.

NOW, THEREFORE, BE IT RESOLVED, that the Minnesota Snowmobile Trails Assistance Program application and the grant agreement be executed through the signatures of the County Board Chair and the County Administrator without further action of the County Board, conditioned upon the compliance with all specified requirements and approval as to form by the Washington County Attorney's office.

BE IT FURTHER RESOLVED that any grant-in-aid funding for the described trails be directed to Washington County for disbursement to the Star Trail Association.

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

WASHINGTON COUNTY COMMUNITY DEVELOPMENT AGENCY

Resolution for Washington County's 2025-2029 Consolidated Plan and 2025 Annual Action Plan

Deputy Executive Director Karly Schoeman presented a resolution to approve Washington County's 2025-2029 Consolidated Plan and 2025 Annual Action Plan for submission to the U.S. Department of Housing and Urban Development. Ms. Schoeman summarized the process, goals, and projects within the Plans.

Commissioner Miron moved to adopt **Resolution No. 2025-036** as follows:

RESOLUTION APPROVING WASHINGTON COUNTY'S 2025-2029 CONSOLIDATED PLAN AND THE 2025 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIPS PROGRAMS AND AUTHORIZING SUBMISSION OF SUCH GRANT REQUEST TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, Washington County is an Entitlement Community for the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program; and

WHEREAS, Washington County is entitled to HOME Investment Partnerships Program (HOME) funding through its participation in the Dakota County HOME Consortium with the City of Woodbury and the counties of Anoka, Dakota and suburban Ramsey; and



WHEREAS, each Entitlement Community is required to adopt a Consolidated Plan that establishes priorities for the use of CDBG and HOME funds; and

WHEREAS, the proposed projects in the 2025 Annual Action Plan are eligible projects and are priorities identified in the Consolidated Plan; and

WHEREAS, the application process for CDBG and HOME funds requires the submission of an Annual Action Plan to the U.S. Department of Housing and Urban Development; and

WHEREAS, the Consolidated Plan and Annual Action Plan require a thirty day public notice and public hearing before approval; and

WHEREAS, the required public comment period for the Plans was held from March 7, 2025, to April 15, 2025; and

WHEREAS, a public hearing was held on April 15, 2025, at 3:00 p.m. at the Washington County Community Development Agency, 7645 Currell Boulevard, Woodbury, Minnesota; and

WHEREAS, the Dakota County HOME Consortium held a public hearing on April 22, 2025, at 9:00 a.m. at the Dakota County Administration Center, 1590 West Highway 55, Hastings, Minnesota; and

WHEREAS, no additional public input has come from the public hearing or public comment period; and

WHEREAS, upon final CDBG allocation of funds, HUD will require execution of an Application for Federal Assistance (SF-424, SF-424D and Certifications); and

WHEREAS, receipt of the CDBG funds will require execution of a grant agreement between Washington County and HUD.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF WASHINGTON COUNTY, that the Washington County 2025-2029 Consolidated Plan and 2025 Annual Action Plan for the CDBG and HOME programs is approved for submission to HUD; and

BE IT FURTHER RESOLVED that the Washington County Board Chair or their designee is authorized to execute and submit the Application for Assistance and Certifications; and

BE IT FURTHER RESOLVED that the Board Chair or their designee is authorized to execute the Application for Federal (SF-424 and SF-424D), Certifications, Fiscal Year 2025 CDBG Agreement with HUD for the acceptance of the CDBG funds upon final receipt of the documents, and the Fiscal Year 2025 HOME Agreement with Dakota County Community Development Agency for the acceptance of the HOME funds upon final receipt of the documents.

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.

ATTORNEY'S OFFICE

Resolution Recognizing Law Day

County Attorney Kevin Magnuson presented a resolution proclaiming May 1 as Law Day, a national day set aside to celebrate the rule of law. Law Day provides an opportunity to understand how law and the legal process protect our liberty, strives to achieve justice, and contribute to the freedoms that all Americans share.

Commissioner Bigham moved to adopt **Resolution No. 2025-037** as follows:

PROCLAMATION RECOGNIZING LAW DAY 2025

WHEREAS, Law Day, is a special day of celebration of our nation's and state's heritage of justice, liberty, and equality under the law; and

WHEREAS, our Nation is built upon the rule of law and guided by our founding promise of freedom, equality, and justice for all; and

WHEREAS, in 1958 President Eisenhower proclaimed Law Day to honor the role of law in the creation of the United States of America, and in 1961 Congress issued a joint resolution declaring May 1, Law Day; and

WHEREAS, the Constitution of the United States of America, to prevent tyranny by any one group, separated the powers of the legislature, the executive, and the judiciary among three branches of government, ensuring no one faction could rule unchecked; and

WHEREAS, the Bill of Rights, to prevent domination of the few by the many, guarantees civil rights and liberties to the individual, establishes the due process of law, and reserves all powers not delegated to the Federal Government to the people of the States; and



WHEREAS, the Bill of Rights specifies “the enumeration in the Constitution, of certain rights, shall not be construed to deny or disparage others retained by the people;” and

WHEREAS, Law Day provides an opportunity to celebrate the Constitution and the laws that protect our rights and liberties and to recognize the efforts of the lawyers, judges, law enforcement officers, and other members of the legal profession who endeavor each day to uphold the values of our free and just society; and

WHEREAS, the theme for Law Day 2025 is “The Constitution’s Promise: Out of Many, One,”

NOW, THEREFORE, BE IT RESOLVED by the County Board of Washington, Minnesota, to hereby proclaim May 1, 2025, as Law Day and urge everyone to observe this day by promoting law and education and fulfilling our shared civic responsibilities and commitment to the values of liberty, equality, and justice that makes us “Out of Many, One.”

NOW, THEREFORE, BE IT ALSO RESOLVED, that the Washington County Attorney’s Office will celebrate Law Day by recognizing and thanking all the county employees who, through their daily work, promote justice and public safety by providing fair, just, and quality legal representation for Washington County.

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.

PUBLIC WORKS

Resolution for Arbor Day and Arbor Month

Parks Director Alex McKinney presented a resolution in support of Arbor Day and Arbor Month, proclaiming April 25, 2025, as Arbor Day, and the month of May 2025, as Arbor Month. Arbor Day/Month brings awareness to the value and benefits that trees provide to communities, and encourages planting trees for future generations.

Commissioner Clasen moved to adopt **Resolution No. 2025-038** as follows:

RESOLUTION PROCLAIMING FRIDAY APRIL 25 AS ARBOR DAY AND MAY 2025 AS ARBOR MONTH

WHEREAS, Washington County stewards county land including parks, highways, and facility grounds; and

WHEREAS, stewardship of land contributes to the County’s goal of increased health, safety and quality of life of residents today and tomorrow; and

WHEREAS, trees help purify our air and retain water, conserve soil, provide habitat for wildlife, provide shade, and enrich our lives; and

WHEREAS, Emerald Ash Borer (EAB) is becoming more established in Minnesota, and will ultimately eliminate many green and white ash trees which are abundant in parks, boulevards, residential yards and natural areas; and

WHEREAS, reforestation efforts are critical to help replace the benefits that these trees provide; and

WHEREAS, Washington County encourages local communities and residents to take proactive steps to plan for increased wood waste, and plant a more diverse array of trees when replacing them; and

WHEREAS, steps recommended include conducting tree inventories of boulevards and parks, setting ash tree removal and replacement goals, and planning for increased wood waste as EAB becomes more established; and

WHEREAS, Washington County recognizes the Arbor Day Foundation’s efforts to plant trees for the future by promoting Arbor Day and Arbor Month.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners does hereby proclaim Friday, April 25, 2025, to be Arbor Day, and the month of May 2025, to be Arbor Month in Washington County.

BE IT FURTHER RESOLVED, the Washington County Board of Commissioners urges residents to plant trees for future generations.

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

SHERIFF'S OFFICE

Resolution for National Correctional Officers Week

Sgt. Rebecca Broome and Sgt. Branden Olson presented a resolution proclaiming the week of May 4 - 10, 2025, as National Correctional Officers Week in Washington County.

Commissioner Cox moved to adopt **Resolution No. 2025-039** as follows:

PROCLAMATION NATIONAL CORRECTIONAL OFFICERS WEEK MAY 4, 2025 – MAY 10, 2025

WHEREAS, in 1984, President Ronald Reagan announced the first week in May as National Correctional Officers Week; and

WHEREAS, the Correctional Officers of the United States have worked devotedly and selflessly on behalf of the people of this nation, regardless of the peril or hazard to themselves; and

WHEREAS, these Correctional Officers, by their patriotic service and their dedicated efforts, have earned the gratitude of the residents of Washington County; and

WHEREAS, these Correctional Officers exemplify professionalism, integrity, and strength in a challenging environment; and

WHEREAS, this week we take the opportunity to acknowledge and thank the individuals who work in the Washington County Sheriff's Office Jail Division.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners does hereby proclaim the week of May 4, 2025, through May 10, 2025, to be National Correctional Officers Week, and extends its appreciation to these officers for the vital contribution they make in the criminal justice system in Washington County.

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

Legislative Updates

Deputy County Administrator Jan Lucke provided an updated State bill tracker, and there were no changes since last week. Ms. Lucke reported that Larkin Hoffman is working with Minnesota Representatives Patti Anderson and Josiah Hill to secure hearings for the Hardwood Creek Regional Trail Extension and CSAH 5 and Brown's Creek Trail Connection projects.

Ms. Lucke provided an updated Federal bill tracker, and stated that project requests for FY2026 Community Project Funding/Congressional Directed Spending have been submitted.

Ms. Lucke presented proposed impacts to Washington County's budget, regarding cost shifts and cuts from the State and Federal governments. A letter to legislators has been prepared from the County Board, expressing concerns about the current budget proposals that shift the cost of providing essential public services from the State to counties. Shifting State costs to counties does not provide relief to residents and businesses, rather it may force the county to impose a record-high levy increase to continue providing the safety net services mandated by the State, which are often of greatest need in difficult economic times. The letter highlights some of the biggest impacts, which totals over \$3.2 million, and does not include proposed cost shifts for competency attainment or disability waiver rate exceptions.

The board discussed some changes to the letter. Commissioner Miron moved to approve sending the updated letter to legislators, on behalf of the County Board. Commissioner Bigham seconded the motion, and it was approved.

Resolution for 1st Quarter Donations

County Administrator Kevin Corbid presented a resolution accepting the 2025 1st quarter donations in the amount of \$4,777.83.

Commissioner Miron moved to adopt **Resolution No. 2025-040** as follows:

2025 FIRST QUARTER DONATIONS, GIFTS, AND BEQUESTS

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 on a quarterly basis.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners does hereby approve donations and gifts of \$4,777.83 for the first quarter of 2025.

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.

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 11:01 a.m.

BOARD WORKSHOPS WITH PUBLIC WORKS

The board met in workshop session to review the project timeline and initial progress on the Parks Funding Model Evaluation & Financial Analysis. Commissioners Miron, Karwoski, Cox, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

The board met in workshop session to discuss a resolution of support for the METRO Gold Line extension. Commissioners Miron, Karwoski, Cox, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, and county staff.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to discuss a countywide Title VI policy. Commissioners Miron, Karwoski, Cox, 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