

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JUNE 17, 2025**

WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES

The Washington County Board of Commissioners met in regular session at 2:30 p.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
Brent Wartner, First Attorney
Stephanie Kammerud, Administrative Assistant

The Board recited the Pledge of Allegiance.

Board Chair Karwoski made a statement on the horrific shootings of Minnesota State Representative Melissa Hortman and her husband, who were killed, and Minnesota State Senator John Hoffman and his wife, who were wounded. Chair Karwoski asked for a moment of silence. Chair Karwoski also commended the Washington County Sheriff's Office and law enforcement officers throughout the state who responded to this tragedy.

COMMENTS FROM THE PUBLIC

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

APPROVAL OF THE AGENDA

Commissioner Miron moved to approve the County Board meeting agenda for June 17, 2025. Commissioner Cox seconded the motion, and it was approved.

CONSENT CALENDAR

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

1. Approval of the June 3, 2025, County Board meeting minutes.
2. Approve contract for legal representation in child in need of protection or services (CHIPS), termination of parental rights (TPR) and permanency cases with MacKenzie Phillip Guptil through December 31, 2028.

3. Approval of **Resolution No. 2025-064** as follows:

**JOINT POWERS AGREEMENT WITH THE
STATE OF MINNESOTA DEPARTMENT OF CORRECTIONS**

BE IT RESOLVED, that the Washington County Attorney's Office is authorized to enter a Joint Powers Agreement with the State of Minnesota, Department of Corrections, Facilities Division for reimbursement of prosecution expenses to state correctional facilities for the period of July 1, 2025, through June 30, 2026.

BE IT FURTHER RESOLVED, that the Washington County Attorney's Office, is hereby authorized to execute such agreement and any amendments thereto, as are necessary to implement this agreement on behalf of the Washington County Attorney's Office.

4. Approve Amendment No. 3 to Contract No. 16096 with Midwest Special Services, Inc. (DBA MSS) from \$406,320 to \$483,320.
5. Approve Amendment No. 2 to Contract No. 15600 with Outcomes, Inc. to extend the term of the contract to June 30, 2028.
6. Approve Amendment No. 1 for Contract No. 15599 with Thomas Allen to extend the term of the contract to June 30, 2028.
7. Approve Amendment to Lease Agreement No. 14417 with the State of Minnesota Department of Public Safety, Driver and Vehicle Services for an extension of one month to continue the increase to five days per week for the driver exam station at the Stillwater License Center for July 1, 2025, to July 31, 2025.
8. Approve Contract No. 17458 in the amount of \$342,420.00 with Sir Lines-A-Lot LLC for the Washington County 2025 Spring Latex Striping Project.
9. Approve Memorandum of Understanding for the Washington County Cooperative Weed Management Area.
10. Approve Contract No. 17209 with GovWorx, Inc. in the amount of \$35,000 annually, not to exceed \$175,000 over five (5) years, to purchase the CommsCoach software application for the Sheriff's Office Emergency Communications Response Center.
11. Approve Purchase Order No. 28118 with Guardian Fleet Safety LLC in the amount of \$256,399.44 to build 11 squad cars.
12. Approve use of fund balance in the Public Safety Radio (PSR) fund 240 in the amount of \$43,700.

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

PUBLIC WORKS

Resolution for Park and Recreation Month

Parks Manager JJ Williams presented a resolution proclaiming the month of July as Park and Recreation month in Washington County parks and trails, and set the first non-holiday Tuesday of every month a Free Tuesday, waiving the vehicle permit required to enter Washington County parks. Mr. Williams provided an overview of county parks, and reviewed park programs, events, and equity initiatives.

Commissioner Bigham moved to adopt **Resolution No. 2025-065** as follows:

RESOLUTION OF SUPPORT PROCLAIMING JULY 2025 AS PARK & RECREATION MONTH

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including Washington County; and

WHEREAS, parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks and recreation programs build healthy, active communities, aid in the prevention of chronic disease, provide therapeutic recreation services for those with mental or physical disabilities, and improve the mental and emotional health of all citizens; and

WHEREAS, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, Washington County recognizes the benefits derived from parks and recreation resources; and

WHEREAS, Washington County has traditionally endorsed the first non-holiday Tuesday of the month as Free Tuesday; during which time a vehicle permit is not required.

NOW THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners recognizes July 2025 as Park and Recreation Month in Washington County and sets the first non-holiday Tuesday of every month as a Free Tuesday, a day when vehicle permit fees are waived, allowing the public to enter Washington County Parks and Trails for free.

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.

Contract for County State Aid Highway 15 Roadway Improvements

Engineer Mike Kline presented a contract for the County State Aid Highway (CSAH) 15 (Manning Avenue) from Trunk Highway (TH) 36 to 80th Street in the cities of Stillwater and Grant. This is a pavement preservation project identified in the Capital Improvement Plan as #RB-2204.

Mr. Kline reported that the scope of this project includes roadway mill and overlay, trail resurfacing, installation of ADA pedestrian ramps, and replacement of aging highway signs and pavement striping. Public Works received four bids and OMG Midwest Inc. is recommended for this contract. The contract will be funded by Wheelage Tax.

Commissioner Cox moved to approve Contract No. 17461 in the amount of \$2,127,025.58 with OMG Midwest Inc. dba Minnesota Paving & Materials for the CSAH 15 (Manning Avenue) Roadway Improvements project. Commissioner Miron seconded the motion, and it was approved.

Budget Amendment and Design Contract for CSAH 38 Pavement Preservation

Engineer Erin Clarkowski presented a budget amendment and contract for the CSAH 38 Pavement Preservation project, which is along the CSAH 38 corridor in the cities of St. Paul Park, Newport, and St. Paul. This project is identified in the Capital Improvement Plan as #RB-2204.

Ms. Clarkowski reported that the scope of the design work includes project coordination, public and agency involvement, drainage analysis and design, ADA design, construction staging and detour planning, permits, and cost estimating. Public Works received four proposals and Stonebrooke Engineering was selected to complete the design. Ms. Clarkowski reported that to utilize budgeted but unspent State Aid funds for the consultant costs, a budget amendment is needed to increase the RB-2204 planning/design budget by \$307,900.

Commissioner Bigham moved to approve a budget amendment to increase the RB-2204 planning/design budget for the CSAH 38 Pavement Preservation project by \$307,900 utilizing budgeted but unspent State Aid funds. Commissioner Miron seconded the motion, and it was approved.

Commissioner Bigham moved to approve Contract No. 17427 with Stonebrooke Engineering Inc. in the amount of \$272,461.52 to provide preliminary and final design services for the CSAH 38 Pavement Preservation project. Commissioner Cox seconded the motion, and it was approved.

Contract for County Highway 13 Improvement Project

Engineer Erin Clarkowski presented a contract for the County Highway 13 Improvement project, which is a pavement preservation project identified in the Capital Improvement Plan as #RB-2204. It includes a two-mile portion of County Highway 13 (Inwood Avenue North) from CSAH 10 (10th Street North) to CSAH 6 (Stillwater Boulevard North) in the City of Lake Elmo.

Ms. Clarkowski reported that the scope of this project includes pavement reclamation, new turn lanes, signing, striping, and stormwater improvements. Public Works received four bids, and Bituminous Roadways Inc. was selected to complete the project. This contract will be funded by State Aid, Wheelage Tax, and Transportation Advancement Account.

Commissioner Cox moved to approve Contract No. 17443 in the amount of \$2,380,518 with Bituminous Roadways Inc. for the County Highway 13 (Inwood Ave N) Improvement project in Lake Elmo. Commissioner Bigham seconded the motion, and it was approved.

County Road 19A – 100th Street Realignment Project

Engineer Ryan Hoefs presented three items for the County Road (CR) 19A – 100th Street Realignment project in the City of Cottage Grove. This project is identified in the Capital Improvement Plan as #RB-2685.

Mr. Hoefs reported that in 2020, Washington County and the City of Cottage Grove completed a study for a southwest arterial alignment through the City of Cottage Grove. From this study, a Phase 1 project from U.S. Highway 61 to Jamaica Avenue was identified as a priority. To date, the project has received more than \$13.6 million dollars in state and federal grants for construction of the project. The County Board approved a Memorandum of Understanding (MOU) with the city in February 2025, to help guide the project to construction.

Mr. Hoefs reported that Public Works issued a Request for Proposals for services which include roadway and bridge engineering, topographic survey, utility coordination, CPKC Railroad coordination, and environmental review documentation for the federal and state grant requirements. Five proposals were received, and Short Elliott Hendrickson Inc. (SEH) was selected for the contract.

Mr. Hoefs reported a budget amendment for \$250,000 is being proposed to fund the contract through previously budgeted, unspent State Aid funds. The City of Cottage Grove had available funding for the project above the \$250,000 in the MOU and has agreed to fund \$428,626 of this contract to ensure the project can continue to progress.

Commissioner Bigham moved to approve Contract No. 17469 with Short Elliott Hendrickson Inc. (SEH) in the amount of \$678,625.44 to provide coordination, engineering, environmental, and topographic survey services for the CR19A – 100th Street Realignment project. Commissioner Miron seconded the motion, and it was approved.

Commissioner Bigham moved to approve Cooperative Cost Agreement No. 17428 between the City of Cottage Grove and Washington County for engineering services with SEH. Commissioner Karwoski seconded the motion, and it was approved.

Commissioner Bigham moved to approve budget amendment to increase the RB-2685 planning/design budget for the CR19A – 100th Street Realignment project by \$250,000 utilizing previously budgeted, unspent State Aid. Commissioner Cox seconded the motion, and it was approved.

GENERAL ADMINISTRATION

County Administrator Kevin Corbid reported that a legislative update will be provided next week. Mr. Corbid reported that county offices will be closed on Thursday for the Juneteenth holiday. Mr. Corbid reported that the second meeting of the Washington County Board of Appeal and Equalization will begin at 9:00 a.m. on Tuesday, June 24, followed by the Washington County Board meeting at 9:20 a.m.

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 Bigham moved to adjourn. Commissioner Clasen seconded the motion, and it was adopted.

The County Board meeting adjourned at 4:15 p.m.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Stan Karwoski

Stan Karwoski
County Board Chair