



Board of Commissioners

Fran Miron, District 1
Chair, Stan Karwoski, District 2
Bethany Cox, District 3
Karla Bigham, District 4
Michelle Clasen, District 5

BOARD AGENDA July 22, 2025 - 9:00 AM

All listed times are approximate. Board Workshops will start immediately following the conclusion of the Board meeting.

1. 8:30 **Reception to Celebrate NACo Achievement Awards**

2. 9:00 **Roll Call**
Pledge of Allegiance

3. 9:00 **Comments from the Public**

Visitors may share their comments or concerns on any issue that is a responsibility or function of Washington County Government, whether or not the issue is listed on this agenda. Persons who wish to address the Board must fill out a comment card before the meeting begins and give it to the County Board Clerk or the County Administrator. The County Board Chair will ask you to come to the podium, state your name and city of residence, and present your comments. Your comments must be addressed exclusively to the Board Chair and the full Board of Commissioners. Comments addressed to individual Board members will not be allowed. You are encouraged to limit your presentation to no more than five minutes. The Board Chair reserves the right to limit an individual's presentation if it exceeds the allowable time limit, becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of Washington County's responsibilities.

4. 9:10 **Approval of the Agenda**

5. 9:10 **Consent Calendar - Roll Call Vote**

Consent Calendar items are generally defined as items of routine business, not requiring discussion, and approved in one vote. Commissioners may elect to pull a Consent Calendar item(s) for discussion and/or separate action.

A. Approval of the July 8, 2025, County Board meeting minutes.

B. Approval of Administration Policy #1300 - Washington County Guidelines and Procedures for Minnesota Government Data Practices Act.

C. Approval to establish Fund 779 for tracking the activities of the Sheriff's Inmate Account Fund for the Sheriff's Department.

D. Approve two items related to Minnesota Department of Transportation Section 5310 grant funds:

1. Approval to apply for up to \$852,000 in Enhanced Mobility of Seniors & Individuals with Disabilities - Section 5310 grant funds from the Minnesota Department of Transportation for calendar years 2026-2027.

2. Adopt a resolution to submit the 2025 Federal Transit Administration Certification and Assurances to the Minnesota Department of Transportation for current Section 5310 grant funding, and delegate authority to the Community Services Department Director to sign the Certification and Assurances form.

E. Approve Amendment No. 3 for Contract No. 16437 for \$275,420 with RingCentral, Inc to provide additional Contact Center Concurrent Users.



Consent Calendar continued

- F. Approve Comcast Phone and Internet Agreements for the Valley Library Contract No. 17564 in the amount of \$4,247.55.
- G. Adopt a resolution to approve an application for an Exempt Permit of Minnesota Lawful Gambling received from Carpenter St. Croix Valley Nature Center to conduct a raffle on September 7, 2025, at 12805 St. Croix Trail S, which is located in Denmark Township.
- H. Approve Purchase Order No. 28174 in the amount of \$250,000 to MP Nexlevel, LLC to provide Gopher State One Call ticket processing and underground locating services for the county's fiber optic network.
- I. Approve Change Order No. 6 to Contract No. 16179 in the amount of \$96,702.16 with Laketown Electric Corp. for electrical modifications on the Central Service and License Center.
- J. Approve Lease Agreement No. 17488 with the Carnelian-Marine-St. Croix Watershed District to lease office space at the Public Works North Shop location through June 30, 2026.
- K. Adopt a resolution to authorize and approve a donation to the Minnesota Department of Corrections.

6. 9:10 **National Association of Counties (NACo) Achievement Awards Recognition**

- A. Recognition of NACo Awards received by Washington County.

7. 9:40 **Public Health and Environment - Jessica Collin-Pilarski, Senior Planner**

- A. Adopt a resolution for the Washington County Groundwater Plan 2025-2035.

8. 10:00 **Public Works - Michael Kline, Engineer I**

- A. Approve four items for the County State Aid Highway (CSAH) 15 (Manning Ave.) from 10th St. to 30th St. Roadway Improvements Project.
 - 1. Approve Budget Amendment to decrease local contributions by \$225,000 and increase Highway State Aid funds by \$990,200.
 - 2. Approve Contract No. 17557 in the amount of \$4,564,713.95 with Bituminous Roadways Inc.
 - 3. Approve Cooperative Cost Share Agreement No. 17455 between West Lakeland Township and Washington County.
 - 4. Approve a Memorandum of Understanding (MOU) between Valley Branch Watershed District and Washington County for project permitting in regards to stormwater treatment.



9. 10:20 **General Administration - Kevin Corbid, County Administrator**

A. Adopt a resolution accepting the 2025 2nd quarter donations.

10. 10:30 **Commissioner Reports - Comments - Questions**

This period of time shall be used by the Commissioners to report to the full Board on committee activities, make comments on matters of interest and information, or raise questions to the staff. This action is not intended to result in substantive board action during this time. Any action necessary because of discussion will be scheduled for a future board meeting.

11. 10:45 **Board Correspondence**

12. 10:45 **Adjourn**

13. 10:50 **Board Workshops with Administration**

10:50 A. Progress Update on 2024-2029 Countywide Strategic Plan.

11:20 B. Unauthorized Occupancy Response findings and recommendations.

14. 12:00 **Break**

15. 12:15 **Board Workshop with Public Works**

A. Update on the Highway 61 Visioning Study and share next steps.

16. 12:40 **Board Workshop with Public Health and Environment**

A. Review and discuss findings from the Community Health Assessment process.