

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
AUGUST 5, 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.

APPROVAL OF THE AGENDA

Commissioner Cox moved to approve the County Board meeting agenda for August 5, 2025. Commissioner Clasen seconded the motion, and it was adopted 5-0.

CONSENT CALENDAR

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

1. Approval of the July 22, 2025, County Board meeting minutes.
2. Approval to appoint Holland Locke to a first term on the Workforce Development Board as a Workforce Representative starting August 6, 2025, and expiring December 31, 2028.
3. Approve Grant Contract No. 17601 between the Minnesota Department of Human Services and Washington County, in an amount of \$200,000 for the period of July 1, 2025, through June 30, 2027, for the Community Living Infrastructure (CLI) program.
4. Approve Amendment No. 2 to Contract No. 15643 with Avante Solutions, Inc. in the amount of \$104,000 for 500 hours of Professional Services for the IT Service Management Enterprise Application Solution.

5. Approve Amendment No. 3 to Contract No. 14417 with the Minnesota Department of Public Safety, Driver and Vehicle Services to relocate and replace signage for designated parking stalls at the Stillwater License Center.
6. Approval to apply for Statewide Health Improvement Partnership (SHIP) grant.
7. Approval of **Resolution No. 2025-074** as follows:

**RESOLUTION TO APPROVE DECLARATION FOR RECEIVING
STATE GRANT FUNDS FOR CERTAIN IMPROVEMENTS TO
INCLUDE EQUIPMENT REPLACEMENT, LIGHTING,
LANDSCAPING, PARKING LOT UPGRADES AND ACCESS
IMPROVEMENTS IN LAKE ELMO PARK RESERVE**

WHEREAS, Washington County is the recipient of certain state general obligation bonds appropriated by the Minnesota Legislature in Minnesota Session Laws of 2023, Regular Session, Chapter 60, Article 1, Section 5(c) (the “State of Minnesota Environment and Natural Resources Legislation”); and,

WHEREAS, on August 24, 2024, the Washington County Board of Commissioners accepted said funds known as Grant SG-24P5-10-01 as reflected in the minutes thereof; and,

WHEREAS, under Section 4.04 of said Grant, Washington County represents it will record a declaration on the improved property for the use of these bond funds.

NOW, THEREFORE, BE IT RESOLVED, that Washington County Board of Commissioners hereby authorizes its Chair to execute on behalf of the County the Declaration and any other documents necessary for the County to complete the terms and conditions set forth in Grant SG-24P5-10-01.

8. Approval of **Resolution No. 2025-075** as follows:

**ACCEPTANCE OF A DONATION FROM SUZANNE BROWNLEE
FOR INSTALLATION OF A COMMEMORATIVE PLAQUE
ON A PARK BENCH AT COTTAGE GROVE RAVINE
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 \$1,500, the Public Works Parks Division will update an existing bench with a new commemorative plaque which will be guaranteed for a minimum of five (5) years; and

WHEREAS, Suzanne Brownlee wishes to make a donation to add a plaque on an existing park bench at Cottage Grove Ravine Regional Park, in recognition of the 50th wedding anniversary of friends and the time they spent in the park and the memories they have made there.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners does hereby accept a donation in the amount of \$1,500 from Suzanne Brownlee for the addition of a commemorative plaque on a park bench at Cottage Grove Ravine Regional Park; 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 Joint Powers Agreement No. 16863 with the Metropolitan Council for mutual aid and emergency assistance with law enforcement services within and surrounding the Gold Line Bus Rapid Transit service area.

The motion was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, Clasen, and Karwoski. Nays, none.

GENERAL ADMINISTRATION

Land and Water Legacy Program Conservation Easements

Serena Rath, Planner II in the Office of Administration, presented two resolutions to authorize Land and Water Legacy Program (LWLP) conservation easements in partnership with the Belwin Conservancy. Ms. Rath reported that the two land protection projects are in the City of Afton along Valley Creek Trail. The Thomas project is 5.24 acres and according to LWLP criteria, ranks "Very High" for protection priority and site habitat quality. The Cremens project is 3.24 acres and contains more than 700 feet of Valley Creek streambank. It ranks "High" for protection priority and "Medium" for site habitat quality. Both projects are located within the LWLP's Valley Creek Corridor Top 10 Priority Conservation Areas.

Ms. Rath reported that the Thomas and Cremens properties are directly adjacent to an existing LWLP conservation easement that closed in 2022, the Blasko property, which is owned and managed by the Belwin Conservancy. Both properties are currently owned by the Belwin Conservancy, with long-term plans to restore the properties and provide public access via guided tours for the public.

Ms. Rath reported that in March 2024, the County Board approved grant applications to the Minnesota DNR for natural and scenic areas grant funds for these projects. Both projects have been awarded and will leverage these DNR grant funds. In addition, both projects will utilize 2024-2026 Land and Water Legacy funding as approved by a budget amendment passed by the County Board on May 21, 2024.

Commissioner Cox moved to adopt **Resolution No. 2025-076** as follows:

RESOLUTION TO APPROVE A LAND AND WATER LEGACY PROGRAM CONSERVATION EASEMENT ON THE BELWIN CONSERVANCY - THOMAS PROPERTY IN AFTON

WHEREAS, Minnesota Statutes Chapter 84C authorizes Washington County to acquire interested in land for the purposes of preserving open space, including natural and scenic areas and agricultural land; and

WHEREAS, Minnesota Statutes Chapter 103A promotes protection of Minnesota's waters and adjacent lands, and Minnesota Statutes Section 103A.208 in particular, recognizes that certain Minnesota rivers and their adjacent lands possess outstanding scenic, recreational, natural, historic, scientific and similar values, and that it is in the interest of present and future generations to retain these values, and a policy of the state, and an authorized public purpose to preserve and protect these rivers; and

WHEREAS, Washington County has enacted the Acquisition of Development Rights Ordinance #175 to establish a program for the preservation of open space, parks and public water, commonly referred to as

the Land and Water Legacy Program, and has established the policies, rules and official controls governing such acquisitions; and

WHEREAS, Washington County issues general obligation bonds to provide long-term stable funding to acquire land and interests in land for conservation purposes pursuant to the passage of the November 2006 Ballot Question: Preservation of Water Quality, Woodlands and Other Natural Areas; and

WHEREAS, Washington County has determined that the subject property referred to as the Belwin Conservancy – Thomas Property, legally described in the attached “Exhibit A” and incorporated by reference into this resolution, meets the requirements of the Land and Water Legacy Program and that the Washington County Board of Commissioners considers the proposed land to merit protection; and

WHEREAS, the care and use of this property will be in accordance with a Stewardship Plan for Restoration and Management approved by Washington County; and

WHEREAS, the Washington County Board of Commissioners has approved \$4,400,000 on May 5th, 2024, in interest earnings and mission directed budget funds as an interim source of Land and Water Legacy Program funding through 2024 – 2026; and

WHEREAS, Washington County has been awarded a grant from the Department of Natural Resources (DNR) Natural and Scenic Areas grant program for 50% of the conservation easement value, totaling \$197,500, which will be reimbursed to the county at the time of closing; and

WHEREAS, Washington County has budgeted a final contribution of \$197,500 for the purchase of this conservation easement.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners approves a Land and Water Legacy Program conservation easement and contribution totaling \$395,000 toward the purchase of a conservation easement on the Belwin Conservancy – Thomas property; and

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners hereby authorizes its Chairperson and Administrator to execute on behalf of the County all documents necessary to complete the purchase of a conservation easement on the Thomas property, including the signing of the Conservation Easement and all necessary closing documents.

Commissioner Bigham seconded the motion, and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, Clasen, and Karwoski. Nays, none.

Commissioner Cox moved to adopt **Resolution No. 2025-077** as follows:

**RESOLUTION TO APPROVE A LAND AND WATER LEGACY
PROGRAM CONSERVATION EASEMENT ON THE BELWIN
CONSERVANCY - CREMENS PROPERTY IN AFTON**

WHEREAS, Minnesota Statutes Chapter 84C authorizes Washington County to acquire interested in land for the purposes of preserving open space, including natural and scenic areas and agricultural land; and

WHEREAS, Minnesota Statutes Chapter 103A promotes protection of Minnesota's waters and adjacent lands, and Minnesota Statutes Section 103A.208 in particular, recognizes that certain Minnesota rivers and their adjacent lands possess outstanding scenic, recreational, natural, historic, scientific and similar values, and that it is in the interest of present and future generations to retain these values, and a policy of the state, and an authorized public purpose to preserve and protect these rivers; and

WHEREAS, Washington County has enacted the Acquisition of Development Rights Ordinance #175 to establish a program for the preservation of open space, parks and public water, commonly referred to as the Land and Water Legacy Program, and has established the policies, rules and official controls governing such acquisitions; and

WHEREAS, Washington County issues general obligation bonds to provide long-term stable funding to acquire land and interests in land for conservation purposes pursuant to the passage of the November 2006 Ballot Question: Preservation of Water Quality, Woodlands and Other Natural Areas; and

WHEREAS, Washington County has determined that the subject property referred to as the Belwin Conservancy - Cremens Property, legally described in the attached "Exhibit A" and incorporated by reference into this resolution, meets the requirements of the Land and Water Legacy Program and that the Washington County Board of Commissioners considers the proposed land to merit protection; and

WHEREAS, the care and use of this property will be in accordance with a Stewardship Plan for Restoration and Management approved by Washington County; and

WHEREAS, the Washington County Board of Commissioners has approved \$4,400,000 on May 5th, 2024, in interest earnings and mission directed budget funds as an interim source of Land and Water Legacy Program funding through 2024 – 2026; and

WHEREAS, Washington County has been awarded a grant from the Department of Natural Resources (DNR) Natural and Scenic Areas grant

program for 50% of the conservation easement value, totaling \$260,000, which will be reimbursed to the county at the time of closing; and

WHEREAS, Washington County has budgeted a final contribution of \$260,000 for the purchase of this conservation easement.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners approves a Land and Water Legacy Program conservation easement and contribution totaling \$520,000 toward the purchase of a conservation easement on the Belwin Conservancy – Cremens property; and

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners hereby authorizes its Chairperson and Administrator to execute on behalf of the County all documents necessary to complete the purchase of a conservation easement on the Cremens property, including the signing of the Conservation Easement and all necessary closing documents.

Commissioner Miron seconded the motion, and it was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, Clasen, and Karwoski. Nays, none.

Cancellation of the September 30, 2025, County Board Meeting

County Administrator Kevin Corbid recommended that the September 30, 2025, County Board meeting be canceled. Commissioner Bigham moved to cancel the September 30, 2025, County Board meeting. Commissioner Miron seconded the motion, and it was adopted 5-0.

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.

EXECUTIVE (CLOSED) SESSION – HUMAN RESOURCES

Commissioner Bigham moved to move into Executive (closed) session. Commissioner Clasen seconded the motion, and it was approved.

The Board met in Executive (closed) session, per Minnesota Statute 13D.03, to discuss labor negotiations strategy, the time being 9:51 a.m. Present for the Executive session were Commissioners Karwoski, Miron, Cox, Bigham, and Clasen, and Kevin Corbid, Jennifer Wagenius, Angie Nalezny, and Jody Brown.

The Executive session closed at 11:14 a.m.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Bigham moved to adjourn. Commissioner Miron seconded the motion, and it was adopted 5-0.

The County Board meeting adjourned at 11:17 a.m.

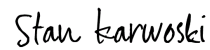
BUDGET WORKSHOPS WITH PUBLIC WORKS

The board met in workshop session to review the proposed 2026 budgets for the Public Works Department, Capital Projects, Washington County Regional Rail Authority, and Gold Line. Present for the workshops were Commissioners Miron, Karwoski, Cox, Bigham, and Clasen. Also present were Kevin Corbid, 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