

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD  
WASHINGTON COUNTY, MINNESOTA  
SEPTEMBER 9, 2025**

**WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY CONVENES**

The Washington County Regional Railroad Authority (WCRRA) met in regular session at 9:00 a.m. in the Washington County Government Center, County Board Room. Present were Commissioners Miron, Karwoski, Cox, Bigham, and Clasen. Also present were Kevin Corbid, County Administrator; Andrew Jackola, Assistant County Attorney III; Stephanie Kammerud, Administrative Assistant; and county staff. Official proceedings of the Washington County Regional Railroad Authority are available in the Office of Administration.

The Board recited the Pledge of Allegiance.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS CONVENES**

The Washington County Board of Commissioners met in regular session at 9:16 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

**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 September 9, 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 August 26, 2025, County Board meeting minutes.

2. Approval of **Resolution No. 2025-087** as follows:

**RESOLUTION REAPPOINTING CHUCK LEROUX TO THE  
BROWN'S CREEK WATERSHED DISTRICT**

**WHEREAS**, Minnesota Statutes 103D.311 requires the county board to appoint a member to fill a vacancy in the office of watershed district manager; and

**WHEREAS**, a person appointed a watershed district manager must be a voting resident of the watershed district who is not a public officer of the county, state or federal government, expect that a soil and water conservation supervisor may be appointed a watershed district manager; and

**WHEREAS**, Minnesota Statutes 103D.311 also provides the process that must be followed in making appointments of watershed district managers, including the requirement to ensure the appointees to the watershed district are able to fairly represent the various hydrological areas within the watershed district; and

**WHEREAS**, a term is expiring for the position of watershed district manager and the county has undertaken all the necessary steps to make an appointment; and

**WHEREAS**, the county has provided the notice required to the townships and municipalities that are within the watershed; and

**WHEREAS**, the county has provided the required published notice; and

**WHEREAS**, the county has reviewed the applications submitted for the manager position; and

**WHEREAS**, the county has reviewed residency of the manager being reappointed as well as the residency of the current managers, considered the experience of the individual being reappointed to determine if he is able to represent the concerns of the entire watershed district, and reviewed any other material available to determine the ability of the managers to fairly represent all hydrological areas of the watershed district; and

**WHEREAS**, the county has determined that by making the following reappointment it finds that the managers of the watershed district, including the reappointed member, fairly represent the various hydrologic areas within the watershed district to the greatest extent possible.

**NOW, THEREFORE, BE IT RESOLVED**, the Washington County Board of Commissioners hereby reappoints Chuck LeRoux to a third term

on the Brown's Creek Watershed District, to begin on October 22, 2025, and end on October 22, 2028.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, the Washington County Board of Commissioners directs that a record of all appointments made be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.

3. Approval of the updated version of Fiscal Agent Agreement No. 17328 between the Washington County Workforce Development Board and Anoka County Workforce Development Board, Dakota-Scott Counties Workforce Development Board, Hennepin-Carver Counties Workforce Development Board, Ramsey County Workforce Development Board, City of Minneapolis Workforce Development Board, and the Minnesota Association of Workforce Boards.
4. Approval of the plat of Rydeen Addition in Stillwater Township.
5. Approve Amendment 3 to Lease Agreement No. 14417 with the State of Minnesota Department of Public Safety, Driver and Vehicle Services for an increase to five days per week for the driver exam station at the Stillwater License Center for the period of September 1, 2025, to October 31, 2025.
6. Approval of **Resolution No. 2025-088** as follows:

**RESOLUTION AUTHORIZING SUBMITTAL OF A PROPOSAL  
TO THE LEGISLATIVE-CITIZEN COMMISSION ON  
MINNESOTA RESOURCES FOR FUNDING THROUGH THE  
ENVIRONMENT AND NATURAL RESOURCES TRUST FUND**

**WHEREAS**, Washington County seeks \$1,244,000 for the Hardwood Creek Regional Trail Extension, to design and construct the final mile of Washington County's Hardwood Creek Regional Trail, opening up over 40 continuous miles of regional trail network across three counties.

**NOW, THEREFORE, BE IT RESOLVED**, that Washington County supports the above referenced project and authorizes the submittal of a proposal for funding of this project on behalf of the County to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) in response to the 2026 Environmental and Natural Resources Trust Fund (ENRTF) Request for Proposal; and

**BE IT FURTHER RESOLVED**, that, if funding is awarded, Washington County agrees to accept the award and may enter into an agreement with the state of Minnesota for the above referenced project. Washington County will comply with all applicable laws, environmental requirements, and regulations

and any additional conditions stated in the grant agreement and the approved LCCMR work plan; and

**BE IT FURTHER RESOLVED**, that Washington County understands that grants from the ENRTF are generally paid out on a reimbursement basis. Washington County has the financial capability to pay for project expenses prior to seeking reimbursement; and

**BE IT FURTHER RESOLVED**, that Washington County certifies none of the current principals of Washington County have been convicted of a felony financial crime in the last ten years. For this purpose, a principal is defined as a public official, a board member, or staff that would have the authority to access or determine the use of ENRTF funds, if awarded; and

**BE IT FURTHER RESOLVED**, that Washington County Public Works is hereby authorized to execute such agreements and work plans as necessary and is authorized to implement the project on behalf of Washington County; and

**BE IT FURTHER RESOLVED**, that Washington County has the financial capability to meet the match requirements and ensure adequate construction, operation, and maintenance of the project once completed.

7. Approve Washington County Use of Public Facilities/Property Policy.
8. Approve a Fiscal Year 2026 Conservation Partners Legacy Grant Program application for Prairie and Oak Savanna Restoration Phase IV in Lake Elmo Park Reserve.
9. Approval of **Resolution No. 2025-089** as follows:

**RESOLUTION TO ENTER INTO AN UPDATED MEMORANDUM  
OF UNDERSTANDING (MOU) FOR THE US 61  
TRANSPORTATION CORRIDOR IN THE CITY OF HUGO**

**WHEREAS**, the City of Hugo, Washington County, the Washington County Regional Rail Authority (WCRRA) and the Minnesota Department of Transportation (MnDOT) all have a vested interest in long-term planning for the US 61 transportation corridor located in Washington County, Minnesota; and

**WHEREAS**, the Washington County Board of Commissioners collaborates proactively across units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

**WHEREAS**, US 61 has been identified as a candidate for jurisdictional transfer from MnDOT to the County as which was documented in a 1996 Memorandum of Understanding (MOU) between the two agencies; and

**WHEREAS**, in 1994 and 2014, the WCRRA purchased contiguous segments of freight rail corridor that parallels US 61 from CSAH 8 (140th Street), north to the county line with Chisago County to support future transit needs; and

**WHEREAS**, the City of Hugo, Washington County, the WCRRA, and MnDOT have a history of collaboration along US 61 in this area as demonstrated by an existing MOU from 2008, development review practices, and coordination on improvement projects along the corridor; and

**WHEREAS**, the City of Hugo, Washington County, the WCRRA, and MnDOT have collaborated recently to revisit long-term multimodal transportation needs of the corridor through a shared planning effort resulting in the Highway 61 Visioning Study Report, dated December 9, 2024; and

**WHEREAS**, an updated MOU - to supersede the MOU from 2008 - captures outcomes from the study and outlines a framework for ongoing coordination between agencies to support planning for future transportation improvements; and

**WHEREAS**, the MOU is consistent with Minnesota Statutes §161.20 Subd. 2, which authorizes MnDOT to cooperate with local governments to preserve and improve trunk highway corridors.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners hereby approves the 2025 Access Management and Right-of-Way Dedication Memorandum of Understanding (MOU) for the US 61 corridor in the City of Hugo.

**BE IT FURTHER RESOLVED**, that the Board recognizes the importance of this collaborative effort between the City of Hugo, Washington County, the WCRRA, and MnDOT to develop a Corridor Visioning Plan to guide responsible development and transportation planning along US 61, and encourages continued coordination as outlined in the MOU.

10. Approve Agreement No. 17356 between Metropolitan Council, Washington County, and City of Woodbury for ownership, operation, and maintenance for traffic signal control systems and transit signal priority systems installed with the Gold Line bus rapid transit project in Woodbury.

11. Approve Agreement No. 17357 between Metropolitan Council, Washington County, and City of Oakdale for ownership, operation, and maintenance for traffic signal control systems and transit signal priority systems installed with the Gold Line bus rapid transit project in Oakdale.
12. Approval of **Resolution No. 2025-090** as follows:

### **DONATION FROM GUARDIAN FLEET SAFETY**

**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 a donation of \$1,000.00 from Guardian Fleet Safety to support the Sheriff's Office Annual Employee Appreciation Event.

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

## **LIBRARY**

### **Resolution Proclaiming September 2025 as Library Card Sign-up Month**

Library Director Jacquie Kramer presented a resolution to proclaim September 2025 as Library Card Sign-Up Month in Washington County. Ms. Kramer reported that this is an annual campaign to celebrate the valuable resources available to anyone with a library card.

Commissioner Bigham moved to adopt **Resolution No. 2025-091** as follows:

### **RESOLUTION PROCLAIMING SEPTEMBER 2025 AS LIBRARY CARD SIGN-UP MONTH**

**WHEREAS**, libraries are foundational to education, imagination, and opportunity, offering everything from early literacy programs to digital tools that support lifelong learning and personal growth; and

**WHEREAS**, libraries welcome all people, serving as inclusive and accessible community hubs that connect individuals across cultures, generations, and experiences; and

**WHEREAS**, libraries are committed to creating and maintaining diverse programs and collections that reflect the communities they serve, ensuring access for all; and

**WHEREAS**, libraries help individuals navigate life's challenges by providing trusted information, digital access, job search support, and connections to essential services; and

**WHEREAS**, library resources help households save money, reduce waste, and make sustainable choices, all through the simple power of a shared public good; and

**WHEREAS**, in times of both crisis and calm, libraries and their staff remain steadfast in supporting and strengthening their communities; and

**WHEREAS**, a Washington County Library card provides access to a diverse collection of books, databases, and other resources to empower community members to explore new passions, interests, and ideas through lifelong learning.

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board of Commissioners hereby proclaims September 2025 as Library Card Sign-up Month and encourages everyone to sign up for a library card today.

Commissioner Clasen 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.

## **PUBLIC WORKS**

### **Contract for Century North Reconstruction Project**

Engineer Erin Clarkowski presented a design contract for the Century North Reconstruction Project, which is identified as #RB-2668 in the Capital Improvement Plan. Ms. Clarkowski reported that this project is a border road between Washington County and Ramsey County, from Trunk Highway 120 (Century Avenue North) from County Highway 12/County Road E/Wildwood Road to Interstate 694. Washington County has jurisdiction of the east side of the road in the City of Mahtomedi, and similarly, Ramsey County has jurisdiction of the west side of the road in the City of White Bear Lake.

Ms. Clarkowski reported that the scope of the final design services will include project coordination, agency and public involvement, drainage analysis and design, ADA design, significant emphasis on construction staging and development of detour plans, completing permit applications, producing construction documents, and calculating estimated project costs.

Ms. Clarkowski reported that four proposals were submitted and evaluated, and Kimley-Horn was selected for the final design contract. This contract is funded through Planned Use of Fund Balance.

Commissioner Karwoski moved to approve Contract No. 17654 with Kimley-Horn in the amount of \$699,990 for final design services for the Century North Reconstruction Project. Commissioner Clasen seconded the motion, and it was adopted 5-0.

## **GENERAL ADMINISTRATION**

### **Minnesota Association of Government Communicators Awards**

Communications Manager Tina Elam presented four awards that the Office of Administration Communications Team received from the Minnesota Association of Government Communicators (MAGC) at the annual Northern Lights Awards ceremony on July 30, 2025. Ms. Elam reported that the awards include: 1<sup>st</sup> Place Northern Lights Award for the Washington County Strategic Plan in the General Publication category; Silver Northern Lights Award for the Groundwater Plan Photos in the Photography category; Silver Northern Lights Award for the Social Services Outreach Vehicle in the Logo, Illustration, or Graphic category; and Bronze Northern Lights Award for Election 2024 in the Social Media Engagement category.

### **Federal Legislative Update**

Deputy County Administrator Jan Lucke provided a federal legislative update, and requested board approval of two items for meetings with members of the Washington County congressional delegation in Washington, D.C., on September 17, 2025.

Ms. Lucke reported that the first handout summarizes three projects that are included in the House appropriations bill as potential recipients of Congressionally Directed Spending (CDS). The CDS process allows members of Congress to request federal funding for specific projects in their district or state that have a federal nexus and meet certain other requirements.

Ms. Lucke reported that the County Board held a board workshop on March 19, 2024, to identify projects to submit for the CDS process. Since no funding bills were passed for FY2025, the board opted to resubmit CDS funding requests for FY2026, under the guidance of the federal government relations team and congressional staff. Updates were provided to the board throughout the Legislative Update agenda item during the March and April 2025 meetings, as projects made their way through the submittal and review process.

Ms. Lucke stated that included in today's board packet is a summary table that was used for those updates. Ms. Lucke noted that only the three projects in the summary table are included in an appropriations bill. The projects are County Highway 32 (11<sup>th</sup> Avenue Southwest) Pedestrian and Traffic Safety Improvement in the City of Forest Lake, County Highway 18 (Bailey Road) and Settlers Ridge Parkway Intersection Improvement in the City of Woodbury, and Body Worn and Squad Fleet Camera Integration. For these three projects to receive funding, they would need to be included in the final FY2026 appropriations bill passed by Congress and signed by the President by the September 30, 2025, budget deadline.

Ms. Lucke reported that the second handout is a letter summarizing Washington County priorities for the reauthorization of the federal surface transportation bill. These priorities are aligned with the priorities of the National Association of Counties and the Minnesota Transportation Alliance. Handouts from these organizations are also included in the board packet for reference.

Commissioner Miron moved to approve the three-project handout, and the letter of support from the County Board to members of the Washington County congressional delegation regarding Minnesota Federal Transportation Reauthorization Priorities. Commissioner Clasen seconded the motion, and it was adopted 5-0.

### **American Rescue Plan Act Funding Update**

County Administrator Kevin Corbid provided a brief update on the county's American Rescue Plan Act (ARPA) funding. Mr. Corbid reported that at the end of 2025 third quarter, the county has closed two projects, which are the building modifications project, and the Water Parks and Trails river patrol equipment project. This leaves only four projects left to complete, with approximately \$4.2 million to be spent before the end of 2025.

Mr. Corbid reported that the majority of the remaining funding will be spent in the Emergency Housing Services Building project. In addition, the other projects being used to expend the funding are the broadband project, the county's new phone system, and the sewer and water project near the intersection of Highway 36 and Manning Avenue.

### **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](http://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 Clasen moved to adjourn. Commissioner Cox seconded the motion, and it was adopted 5-0.

The County Board meeting adjourned at 10:34 a.m.

### **BOARD WORKSHOP WITH HUMAN RESOURCES**

The board met in workshop session to evaluate timing and systems for Human Resource Information (HRIS) and Finance Systems. Present for the workshop were Commissioners Miron, Cox, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

**BOARD WORKSHOP WITH PUBLIC WORKS**

The board met in workshop session to discuss submitting applications for the 3M PFAS Settlement Priority 2 Grant Program. Present for the workshop were Commissioners Miron, Cox, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

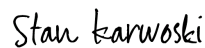
**BOARD WORKSHOP WITH ADMINISTRATION**

The board met in workshop session to review the recommended 2026 Washington County budget. Present for the workshop were Commissioners Miron, Cox, Karwoski, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

Attest:

A handwritten signature in black ink that reads "Kevin Corbid".

Kevin Corbid  
County Administrator

A handwritten signature in black ink that reads "Stan Karwoski".

Stan Karwoski  
County Board Chair