



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
DECEMBER 23, 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 December 23, 2025. Commissioner Miron seconded the motion, and it was adopted 5-0.

CONSENT CALENDAR

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

1. Approve Contract No. 17845 with Quad/Graphics, Inc. in the amount of \$502,308.00, for the period of December 23, 2025, to December 31, 2030.
2. Adopt 2026 Commissioner Assignments to Committees, Commissions, and Joint Powers Boards as follows:

Commissioner Fran Miron - District 1

2026 Committee Appointments:

Washington County

- Community Development Agency
- Groundwater Advisory Committee
- Personnel Committee

- Regional Railroad Authority
- Washington County Extension Committee (Alternate)
- Association of Minnesota Counties*
 - Environment and Natural Resources Advisory Committee
 - Agriculture and Rural Development Advisory Committee
- East Central Regional Juvenile Center (Alternate)
- Lower St. Croix Watershed Policy Committee
- Metropolitan Emergency Services Board
 - MESB Executive Committee
- Metropolitan Mosquito Control District
 - MMCD Executive Committee
- Minnesota Inter-County Association (MICA)
- Ramsey/Washington Recycling & Energy Board
 - R&E Partnership for Waste and Energy

Commissioner Stan Karwoski - District 2

2026 Committee Appointments:

Washington County

- Community Development Agency (Alternate)
- Parks and Open Space Commission
- Regional Railroad Authority
- Workforce Development Board
- Workforce Development Board Oversight Action Committee

Association of Minnesota Counties

- Transportation Policy Committee

East Metro Strong Board

Gold Line Executive Change Control Board

Gold Line Joint Powers Board

Greater MSP

Metropolitan Mosquito Control District (Alternate)

Metropolitan Transportation Advisory Board (TAB)

TAB Active Transportation Workgroup

Minnesota Inter-County Association (MICA)

National Association of Counties (NACo)

- Rural Action Caucus Steering Committee
- Environmental, Energy and Land Use Committee
- Environment, Energy and Land Use Steering Committee – Air Quality (Vice Chair)
- Membership Standing Committee

Rush Line Corridor Task Force

Commissioner Bethany Cox - District 3

2026 Committee Appointments:

Washington County

- Board of Adjustment and Appeals/Planning Advisory Committee
- Community Corrections Advisory Board
- Groundwater Advisory Committee (Alternate)
- Historic Courthouse Advisory Committee
- Mental Health Advisory Council LAC
- Personnel Committee

- Plat Commission
- Regional Railroad Authority

Association of Minnesota Counties

- AMC Board of Directors as District X Representative (Alternate)
- AMC – General Government Policy Committee

National Association of Counties (NACo)

- Health Steering Committee

East Central Regional Juvenile Center

Lake Elmo Airport Advisory Commission

Lower St. Croix Watershed Policy Committee (Alternate)

Metropolitan Mosquito Control District

Metropolitan Emergency Services Board (Alternate)

Ramsey/Washington Recycling & Energy Board (Alternate)

Statewide Community Health Services Advisory Committee (Alternate)

Commissioner Karla Bigham - District 4

2026 Committee Appointments:

Washington County

- Audit Advisory Committee
- Board of Adjustment and Appeals/Planning Advisory Committee (Alternate)
- Finance Committee
- Law Library Board
- Library Board
- Plat Commission (Alternate)
- Regional Railroad Authority
- Washington County Extension Committee

Association of Minnesota Counties

- AMC Board of Directors as District X Representative
- Public Safety Policy Committee

Gold Line Executive Change Control Board (Alternate)

Gold Line Joint Powers Board (Alternate)

Great River Rail Commission

Metropolitan Transportation Advisory Board (TAB) (Alternate)

National Association of Counties (NACo)

- Justice and Public Safety Steering Committee
- Justice and Public Safety Steering Committee – Law Enforcement Subcommittee (Vice Chair)
- Arts and Culture Commission
- The Resilient Counties Advisory Board
- The Rural Action Caucus
- Women of NACo Leadership Network

Ramsey/Washington Recycling & Energy Board

- Facility and Finance Committee
- Partnership on Waste and Energy (Alternate)
- Regional Hauler Licensing Board

Red Rock Corridor Commission

Commissioner Michelle Clasen - District 5

2026 Committee Appointments:

Washington County

- Finance Committee
- Workforce Development Board (Alternate)
- Regional Railroad Authority
- Washington County Extension Committee

Association of Minnesota Counties

- Health and Human Services Committee
- Economic Development, Workforce, and Housing Policy Subcommittee

East Metro Strong (Alternate)

Gold Line Executive Change Control Board

Gold Line Joint Powers Board

Great River Rail Commission (Alternate)

Library Park Association

Metropolitan Emergency Services Board

Metropolitan Library Service Agency

National Association of Counties (NACo)

- Community, Economic and Workforce Development Steering Committee
- LGBT Leaders and Allies (NACLGBTLA)
- Women of NACo Leadership Network Committee

State Community Health Services Advisory Committee (SCHSAC)

- State Community Health Services Advisory Committee Executive Committee (Alternate)

Red Rock Corridor Commission (Alternate)

3. Approval to revise Financial and Budget Policy #2801 - Fund Balances.
4. Approve closing Fund 416 – Capital Technology Fund, and open Fund 130 – County Technology Fund.
5. Approve Amendment No. 5 to Contract No. 16094 with Rise for Day Support Services (DSS) and Employment Support Services (ESS) to extend the term of the contract through December 31, 2028, and add \$167,000 per year for 2026, 2027 and 2028, for a new contract total of \$1,318,000.
6. Approve Amendment No. 4 to Contract No. 16538 with Lifeworks Services, Inc., for Day Support Services (DSS) and Employment Support Services (ESS) to extend the term of the contract through December 31, 2028, and add \$57,000 per year for 2026, 2027 and 2028, for a new contract total of \$287,000.
7. Approve the 2026-2028 Tentative Agreement with the Association of Supervisors.
8. Approve the 2026-2028 Wage and Benefit package for Non-Represented Confidential and Appointed Employees.
9. Approve the 2026-2028 Tentative Agreement with Minnesota Public Employees Association Correctional Officer Unit Collective Bargaining Agreement.

10. Approval to modify Human Resources Personnel Rules and Regulations, Section #15 - Holidays, Paid Time Off, and Compensatory Time.
11. Approval to modify Human Resources Personnel Rules and Regulations, Section #8 - Probation.
12. Approve Purchase Order No. 28354 with Insight Public Sector, Inc. for a total of \$1,389,026.78 for the period of December 23, 2025, to December 22, 2028.
13. Approval of **Resolution No. 2025-143** as follows:

**RESOLUTION APPROVING THE ESTABLISHMENT OF
COUNTY STATE AID HIGHWAY 27 IN THE CITY OF
MAHTOMEDI**

WHEREAS, the County Board of the County of Washington approved, on July 23, 2024, the jurisdictional transfer, from the State of Minnesota, Department of Transportation to Washington County, of Trunk Highway 120 from the North Ramp of Interstate 694 to County State Aid Highway No. 12 (Wildwood Road) within Washington County; and

WHEREAS, the State of Minnesota, Department of Transportation, has similarly approved the jurisdictional transfer of Trunk Highway 120 (Century Avenue North/East County Line Road) from the North Ramp of Interstate 694 to County State Aid Highway No. 12 (Wildwood Road) within Washington County to the jurisdiction of Washington County, effective August 29, 2024; and

WHEREAS, the State of Minnesota, Department of Transportation released Trunk Highway 120 (East County Line Road) from the North Ramp of Interstate 694 to County State Aid Highway No. 12 (Wildwood Road) within Washington County to Washington County on August 1, 2025; and

WHEREAS, it appears to the County Board of the County of Washington that the highway segment being transferred should be designated as a County State Aid Highway under the provisions of Minnesota law; and

WHEREAS, the cities of Mahtomedi and Oakdale are concurrently passing resolutions in support of the proposed jurisdictional transfer.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Washington that Trunk Highway 120 (Century Avenue North/East County Line Road) from the North Ramp of Interstate 694 to County State Aid Highway No. 12 (Wildwood Road) within Washington County be hereby established, located, and designated as County State Aid

Highway 27 of Washington County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation.

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

PUBLIC HEALTH AND ENVIRONMENT

Opioid Settlement 2025 Update and 2026 Award Overview

Public Health Program Coordinator Sean Young-Stephens presented a financial overview of the opioid settlement funding, and highlighted the projects implemented with the 2025 funding. Mr. Young-Stephens reported that Washington County is estimated to receive a total of \$11.5 million of opioid settlement funding over an 18-year payment schedule. To date, Washington County has received approximately \$4.3 million. Mr. Young-Stephens noted that Washington County has been nationally recognized on the work being done with the opioid settlement funds.

Mr. Young-Stephens provided summaries of the 2025 projects/grantees, which included: Thrive! Family Recovery Resources; YourPath; ShelettaMakesMeLaugh, LLC; Waymakers to Recovery; Wellshare International; Elim Lutheran Church; Change the Outcome; and Invisible Wounds Project. Mr. Young-Stephens reported on each project's progress, measurable outcomes, and insights and knowledge gained during this first full year of implementation.

Mr. Young-Stephens reported that 31 applications were received for 2026 funding, and the Opioid Settlement Council awarded seven projects, ranging between \$25,000 to \$150,000, for a total of \$700,000. Three are current grantees: Waymakers to Recovery; ShelettaMakesMeLaugh, LLC; and Invisible Wounds Project; and the four new grantees are Raices Latinas; Steve Rummeler HOPE Network; The Center of Addiction & Faith; and Washington County Community Services.

Community Services

Director Jennifer Castillo provided information regarding a letter to Minnesota Governor Tim Walz from the U.S. Department of Agriculture received on December 16th. The letter is directing four particular Minnesota counties, Hennepin, Ramsey, Wright, and Washington, to initiate recertification for all Supplemental Nutrition Assistance Program (SNAP) recipients within 30 days. Ms. Castillo reported that Washington County Community Services has approximately 5,400 cases (10,000 individuals) on SNAP, and spoke about the immense impact this request will have on the workforce and recipients.

GENERAL ADMINISTRATION

Resolution to Set the 2026 Salary for the County Sheriff

Commissioner Bigham moved to adopt a resolution setting the 2026 salary for the County Sheriff at \$230,605. The motion was seconded by Commissioner Miron.

Commissioner Clasen moved to adopt a resolution setting the 2026 salary for the County Sheriff at \$226,254. The motion failed due to lack of a second.

The resolution was adopted 4-1 with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, and Karwoski. Nay, Commissioner Clasen.

Resolution No. 2025-144

2026 SALARY FOR DANIEL STARRY, COUNTY SHERIFF

WHEREAS, the Washington County Board of Commissioners annually sets the salary of the County Sheriff by resolution; and

WHEREAS, the Board of Commissioners has carefully considered the Sheriff's experience, qualifications, and performance in his role as Sheriff, in addition to careful consideration of the responsibilities and duties as County Sheriff; and

WHEREAS, Washington County pays its employees and elected officials on a bi-weekly basis, and recognizes that calendar year 2026 will have 27 bi-weekly pay dates, beginning on Friday, January 2, 2026; with the final pay date being December 31, 2026 since Friday, January 1, 2027 is a holiday; and

WHEREAS, the county has determined it is just and fair to continue its practice of paying the elected officials and county administrator on a bi-weekly basis as we have done in years with 26 pay periods; and

WHEREAS, the county board understands that in years with 27 pay periods that the pay provided to the elected officials and county administrator during the calendar year may exceed the amount identified in this resolution; and similarly understands that in years with 26 pay periods the pay provided to these individuals is less than the amount approved in previous and future resolutions.

NOW, THEREFORE, BE IT RESOLVED, that the 2026 salary for Washington County Sheriff Daniel Starry shall be as follows, effective January 1, 2026:

Sheriff: \$230,605

Resolution to Set the 2026 Salary for the County Attorney

Commissioner Miron moved to adopt a resolution setting the 2026 salary for the County Attorney at \$240,466. The motion was seconded by Commissioner Bigham.

Commissioner Clasen moved to adopt a resolution setting the 2026 salary for the County Attorney at \$235,929. The motion failed due to lack of a second.

The resolution was adopted 4-1 with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, and Karwoski. Nay, Commissioner Clasen.

Resolution No. 2025-145

2026 SALARY FOR KEVIN MAGNUSON, COUNTY ATTORNEY

WHEREAS, Minnesota Statute 388.18 requires the Washington County Board of Commissioners to set by resolution the salary of the County Attorney; and

WHEREAS, the Board of Commissioners has carefully considered the Attorney's experience, qualifications, and performance in his role as County Attorney, in addition to careful consideration of the responsibilities and duties of the County Attorney; and

WHEREAS, Washington County pays its employees and elected officials on a bi-weekly basis, and recognizes that calendar year 2026 will have 27 bi-weekly pay dates, beginning on Friday, January 2, 2026; with the final pay date being December 31, 2026 since Friday, January 1, 2027 is a holiday; and

WHEREAS, the county has determined it is just and fair to continue its practice of paying the elected officials and county administrator on a bi-weekly basis as we have done in years with 26 pay periods; and

WHEREAS, the county board understands that in years with 27 pay periods that the pay provided to the elected officials and county administrator during the calendar year may exceed the amount identified in this resolution; and similarly understands that in years with 26 pay periods the pay provided to these individuals is less than the amount approved in previous and future resolutions.

NOW, THEREFORE, BE IT RESOLVED, that the 2026 salary for Washington County Attorney Kevin Magnuson shall be as follows, effective January 1, 2026:

Attorney: \$240,466

Resolution to Set the 2026 Salary for the County Commissioners

Commissioner Miron moved to adopt **Resolution No. 2025-146** as follows:

2026 SALARIES AND EXPENSES FOR COUNTY COMMISSIONERS

WHEREAS, Minnesota Statute 375.055, Subd. 1, requires the County Board of Commissioners to set salaries, per diem payments, and expense reimbursement for its members prior to January 1 of the effective year; and

WHEREAS, Washington County pays its employees and elected officials on a bi-weekly basis, and recognizes that calendar year 2026 will have 27 bi-weekly pay dates, beginning on Friday, January 2, 2026; with the final pay date being December 31, 2026 since Friday, January 1, 2027 is a holiday; and

WHEREAS, the county has determined it is just and fair to continue its practice of paying the elected officials and county administrator on a bi-weekly basis as we have done in years with 26 pay periods; and

WHEREAS, the county board understands that in years with 27 pay periods that the pay provided to the elected officials and county administrator during the calendar year may exceed the amount identified in this resolution; and similarly understands that in years with 26 pay periods the pay provided to these individuals is less than the amount approved in previous and future resolutions.

NOW, THEREFORE, BE IT RESOLVED, that the 2026 annual salary for Washington County Commissioners be \$88,051 effective January 1, 2026.

BE IT FURTHER RESOLVED, that expense reimbursement for Washington County Commissioners will be as provided for in County Policy #6008.

BE IT FURTHER RESOLVED, that each of the Washington County Commissioners receive the same county paid medical insurance premium, flexible medical credit amount, life insurance, and long-term disability coverage, as received by the elected department heads.

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.

Resolution to Set the 2026 Salary for the County Administrator

Commissioner Bigham moved to adopt a resolution setting the 2026 salary for the County Administrator at \$259,284. The motion was seconded by Commissioner Cox.

Commissioner Clasen moved to adopt a resolution setting the 2026 salary for the County Administrator at \$254,392. The motion failed due to lack of a second.

The resolution was adopted 4-1 with a Roll Call vote as follows: Ayes, Commissioners Miron, Cox, Bigham, and Karwoski. Nay, Commissioner Clasen.

Resolution No. 2025-147

2026 SALARY FOR THE COUNTY ADMINISTRATOR

WHEREAS, Minnesota Statute 375A.06, Subd. 1, authorizes the County Board of Commissioners to appoint and employ an Administrator upon such terms and conditions as it deems advisable, and directs the County Board to set the Administrator's salary; and

WHEREAS, Washington County pays its employees and elected officials on a bi-weekly basis, and recognizes that calendar year 2026 will have 27 bi-weekly pay dates, beginning on Friday, January 2, 2026; with the final pay date being December 31, 2026 since Friday, January 1, 2027 is a holiday; and

WHEREAS, the county has determined it is just and fair to continue its practice of paying the elected officials and county administrator on a bi-weekly basis as we have done in years with 26 pay periods; and

WHEREAS, the county board understands that in years with 27 pay periods that the pay provided to the elected officials and county administrator during the calendar year may exceed the amount identified in this resolution; and similarly understands that in years with 26 pay periods the pay provided to these individuals is less than the amount approved in previous and future resolutions.

NOW, THEREFORE, BE IT RESOLVED, that the 2026 annual salary for Kevin J. Corbid, Washington County Administrator, shall be as follows, effective January 1, 2026:

Administrator: \$259,284



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 County Board, Commissioner Miron moved to adjourn. Commissioner Clasen seconded the motion, and it was adopted 5-0.

The County Board meeting adjourned at 11:03 a.m.

BOARD WORKSHOP WITH ADMINISTRATION

The board met in workshop session to review the County Board Operating Procedures & Guidelines. Present for the workshop were 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