



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JULY 7, 2026**

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.

Board Chair Bigham asked for a moment of silence to honor the memory of Washington County employee Thomas Peterson, who served in the Building Services Division of the Public Works Department. Thomas was a valued member of the county team and a friend to many colleagues, and the County Board extends its deepest condolences to Thomas's family, his loved ones, and his coworkers.

COMMENTS FROM THE PUBLIC

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

APPROVAL OF THE AGENDA

Commissioner Clasen moved to approve the County Board meeting agenda for July 7, 2026. Commissioner Cox seconded the motion, and it was adopted 5-0.

CONSENT CALENDAR

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

1. Approval of the June 16, 2026, and June 23, 2026, County Board meeting minutes.
2. Approval to appoint Florence Idowu-Olushesan to a first term on the Workforce Development Board as a Business Representative starting July 8, 2026, and expiring December 31, 2029.

3. Approval to appoint Florence Idowu-Olushesan to a partial term on the Community Development Block Grant as a District 1 Representative starting July 8, 2026, and expiring December 31, 2028.
4. Approval to appoint Kathryn Gooding to a partial term on the Mental Health Local Advisory Council (LAC) as a Family Member Representative starting July 8, 2026, and expiring December 31, 2028.
5. Approval to appoint Nikki Osho to a partial term on the Mental Health LAC as a Family Member Representative starting July 8, 2026, and expiring December 31, 2026.
6. Approval to add 1.0 FTE Special Project Economic Support Program Trainer in the Community Services Economic Support Division.
7. Approval to add 8.0 FTE (1.0 FTE Social Services Supervisor and 7.0 FTE Social Worker I/II) to Community Services Access, Aging, and Disability Division.
8. Approval of **Resolution No. 2026-077** as follows:

APPROVAL OF GENERAL EXPENSE ALLOWANCE FOR COUNTY ATTORNEY

WHEREAS, the county board must set the salary of the elected county attorney and county sheriff each year; and

WHEREAS, in setting compensation for the county attorney the board considers the experience, qualifications, and performance of the attorney and considers the salaries paid to the county attorneys within the seven-county metropolitan region; and

WHEREAS, several of the comparator counties provide additional compensation to their county attorney through a car allowance, expense allowance or other pay; and

WHEREAS, in 2023 the county board revised Policy #6008 to provide for a general expense allowance for the county board members; and

WHEREAS, the allowance is intended to cover discretionary expenses including, but not limited to, personal automobile mileage for travel within the seven-county metropolitan area, purchase of necessary technology, office supplies, and other unreimbursed county-related expenses deemed necessary to fulfill the duties of the office; and

WHEREAS, the County Personnel Committee and County Finance Committee reviewed a proposal to provide a general expense allowance to the county attorney at the same amount and for the same purposes as provided to the County Board Chair in Policy #6008; and

WHEREAS, both committees recommended approval of adding the general expense allowance for the county attorney.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners approves the addition of a general expense allowance for the county attorney and directs staff to prepare an amendment to Human Resources Policy #5505 that provides a general expense allowance for the county attorney at the same amount and for the same purposes as provided to the County Board Chair in Policy #6008.

9. Modify Human Resources Policy #5505 - Compensation and Benefits Policy for Elected Department Heads and Appointed Leadership.
10. Approval of the township plat of Hills of Spring Creek Third Addition.
11. Approval of **Resolution No. 2026-078** as follows:

**RESOLUTION TO TRANSFER PERMANENT RIGHT OF WAY
FROM WASHINGTON COUNTY TO THE CITY OF LAKE ELMO**

WHEREAS, the property described is fully encumbered by Laverne Avenue in the City of Lake Elmo; and

WHEREAS, Laverne Avenue is a city owned and maintained street; and

WHEREAS, Washington County has no current or future use for the property described.

NOW, THEREFORE, BE IT RESOLVED, Washington County will execute a Quit Claim Deed to transfer said parcel to the City of Lake Elmo legally described on the attached Exhibit A (legal description) and Exhibit B (sketch).

BE IT FURTHER RESOLVED, the County Board Chair and County Administrator are authorized to execute all necessary documents to effect the transfers.

Legal Description: All that part of Lot 37, County Auditor's Plat No. 8, Washington County, Minnesota, lying Easterly of the following described line: Beginning at a point on the South line of said Lot 37, distant 29.6 feet East of the Northwest corner of Lot 7 of Elmo Park, according to the plat thereof on file and of record in the Office of the County Recorder, Washington County, Minnesota; thence North parallel to the East line of said Lot 37 a distance of 53 feet to the North line of said Lot 37, and said line there terminating.

12. Approval to delete three Countywide Policies related to staff parking: Policy 1010 – Parking Regulations for County Government Center; Policy 1013 – Employee Parking; Policy 1014 – Parking Facilities.
13. Approve new Washington County Staff Parking Policy 1019.

14. Approval to submit a grant application for the Bureau of Justice Assistance (BJA) FY 2026 Invited to Apply - Byrne Discretionary Community Project Grants/Byrne Discretionary Grants Program.

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

PUBLIC HEARING – PROPERTY RECORDS AND TAXPAYER SERVICES

The public hearing opened at 9:04 a.m.

Board Chair Bigham provided an overview of today's public hearing to consider the approval of an application for an off-sale intoxicating liquor license. The Property Records and Taxpayer Services Department received an application for a new off-sale liquor license from Cenco Farms, doing business as Afton Apple Orchard, in Denmark Township. Minnesota Statutes § 340A.405 requires a public hearing to be held prior to action taken by the County Board on an application for a license of this type. On June 2, 2026, the County Board issued its order setting this public hearing for today. Board Clerk Stephanie Kammerud indicated that proper notices were published and made part of the record.

Christine Piskura, Taxpayer Services Division Manager, reported that the Property Records and Taxpayer Services Department received an application for a new off-sale intoxicating liquor license from Cenco Farms, doing business as Afton Apple Orchard, in Denmark Township. The applicant currently holds on-sale and Sunday sales liquor licenses for the same premises.

Ms. Piskura reported that Minnesota Statutes § 340A.405 authorizes counties to issue off-sale intoxicating liquor licenses to eligible businesses located in townships within the county and establishes the requirements for issuance. Cenco Farms/Afton Apple Orchard has applied for a new off-sale intoxicating liquor license. Afton Apple Orchard currently holds on-sale and Sunday sales liquor licenses, allowing alcoholic beverages to be sold for consumption on-site. The requested off-sale license would allow the sale of packaged hard cider for off-sale consumption, primarily during the fall harvest season.

Ms. Piskura reported that currently, the on-sale and Sunday sales activity occurs at a designated service area on the premises of the business. If approved, the off-sale activity would occur through the business's retail store, which is a separate location from the on-sale designated area, to be taken home for consumption. The fall harvest season is mid-August through November. They operate seven days per week, 10 a.m.–6 p.m., August through October 31, and 10 a.m.–4 p.m. in the month of November.

Ms. Piskura reported that the application and fee from Cenco Farms/Afton Apple Orchard was received, a resolution was received from Denmark Township Board, and approvals were received from the County Sheriff and County Attorney.

Ms. Piskura reported that notice of the public hearing was published in the county's official newspaper, the Country Messenger, and notice was provided to the Town of Denmark, the City of Afton, and the City of Cottage Grove, as each are located within three miles of the proposed

licensed premises. Ms. Piskura reported that as of today, the department has received no comments.

Board Chair Biggam asked for any comments from the public. There were no comments received.

There being no further comments, Board Chair Biggam asked for a motion to close the public hearing and open the matter for discussion by board members. Commissioner Karwoski moved to approve closing the public hearing. Commissioner Clasen seconded the motion, and it was adopted 5-0.

The public hearing was closed at 9:10 a.m.

After commissioners provided their comments, Board Chair Biggam noted that staff will set consideration of the application for a new off-sale intoxicating liquor license for Cenco Farms on the July 14, 2026, County Board agenda, for the Board to consider approval.

ATTORNEY'S OFFICE

Law Clerk Presentation

Hannah Prokopowicz, Assistant County Attorney III, presented information on the Law Clerk program in the County Attorney's Office. Ms. Prokopowicz reported that law clerks are law students who are eligible for Student Attorney Certification by the Minnesota Board of Law Examiners and have completed two semesters of law school. Once they are certified, they can do lawyering tasks under the supervision of a licensed attorney. Washington County law clerks will work for pay or credit or both, and some volunteer.

Ms. Prokopowicz reported that federal work-study law clerks receive financial aid award through the law school and hours are capped by their award, and they work 10-16 hours a week. Senior law clerks are part-time county employees who work approximately 20 hours a week. They have additional leadership duties and take on more intensive projects.

Ms. Prokopowicz reported that law clerks are recruited through job postings in law schools' career platforms, the Minnesota County Attorney's Association, attending college job fairs, and through word of mouth.

Ms. Prokopowicz reported that law clerks handle the jail calendar, advocating for bail and release conditions on behalf of the county. Law clerks perform legal research and writing, court observation, witness meetings, department meetings, and participate in off-site experiences. The law clerks are front-facing people, building relationships with other county staff, judges, and clerks, and representing the Attorney's Office in a very positive way. Many Washington County law clerks have gone on to take on full-time careers as prosecutors or in government work. The time, resources, and impact that the law clerks add to the County Attorney's office is incredible.

PUBLIC WORKS

County Road 19A – 100th Street Realignment Project

Kevin Peterson, Design Engineer, presented a contract for final engineering and design services 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. Peterson reported that Washington County and the City of Cottage Grove began studying this alignment in 2019, with the goal of identifying a future southwest arterial corridor. Following study completion, preliminary design began and it includes a three-lane roadway, an overpass over the CPKC Railroad, pedestrian accommodations, stormwater facilities, public utilities, and realignment and extensions of the existing roadway network to serve the new southwest arterial alignment and future development in the area.

Mr. Peterson reported that to date, Washington County and the city have successfully secured more than \$23.2 million in state and federal grants for this project. Mr. Peterson reported that one proposal, from Short Elliott Hendrickson, Inc., was received for the final design services. This project will be funded by State and Federal grants, County Transportation Sales Tax, and Local Contributions.

Commissioner Bigham moved to approve Contract No. 18370 with Short Elliott Hendrickson Inc. in the amount of \$2,280,159 to provide final engineering and design services for the CR19A – 100th Street Realignment Project. Commissioner Miron seconded the motion, and it was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

Century North Reconstruction Project

Erin Blaylock, Engineer II, presented four items for the Century North Reconstruction Project. This reconstruction project runs along the newly acquired portion of County Road 27 and is identified as Capital Improvement Plan #RB-2668. Ms. Blaylock reported that the project extents are from Interstate 694 to County Highway 12 (Wildwood Road). This segment of Century Avenue is a border road between Washington and Ramsey counties, within the cities of Mahtomedi and White Bear Lake. Project improvements include pavement reconstruction, intersection improvements, new pedestrian and bike facilities, improved access to local transit stops, stormwater improvements, and signing and striping. Both Ramsey and Washington counties are coordinating the acquisition of their own respective property needs for the project.

Ms. Blaylock reported that four proposals were received for design engineering services, and Kimley-Horn was selected and approved by the County Board in September 2025. The final design scope includes project coordination, agency and public involvement, drainage analysis and design, ADA design, a significant emphasis on construction staging and detour plans, permit applications, construction documents, and project cost estimating.

Ms. Blaylock reported that a first amendment was executed in November 2025, for additional environmental documentation required by federal environmental investigation requirements. A second amendment is now recommended for additional work created as the design advanced to

reflect the improvements approved by the cities. The hourly rates for the contracted design staff are unchanged; the increase reflects added scope, not higher rates. A resolution to acquire the necessary right of way and associated easements for the Century North Reconstruction project is necessary to proceed, and will be funded by Planned Use of Fund Balance (Turnback Funds) and Local Contributions.

Commissioner Karwoski moved to approve a budget amendment to increase the planning/design budget using Turnback Fund Balance in the amount of \$408,000. Commissioner Miron seconded the motion, and it was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

Commissioner Karwoski moved to approve a budget amendment to increase the local contribution and turnback funds in the total amount of \$1,458,000. Commissioner Miron seconded the motion, and it was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

Commissioner Karwoski moved to approve Amendment No. 2 to Contract No. 17654 with Kimley-Horn in the amount of \$407,850 for final design services. Commissioner Cox seconded the motion, and it was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

Commissioner Karwoski moved to adopt **Resolution No. 2026-079** as follows:

**RESOLUTION TO ACQUIRE RIGHT OF WAY FOR
CENTURY AVENUE NORTH RECONSTRUCTION PROJECT
BETWEEN COUNTY STATE AID HIGHWAY 12 AND
INTERSTATE 694**

WHEREAS, Washington County has taken over jurisdiction of what used to be Minnesota Department of Transportation's Trunk Highway 120 (Century Avenue North/East County Line Road), from County State Aid Highway 12 (Wildwood Road) and Ramsey County's County Road E to Interstate 694; and,

WHEREAS, Washington County received federal funding for the reconstruction of this corridor through the Metropolitan Council's 2022 Regional Solicitation program allowing this project to be programmed into Washington County's Capital Improvement Plan; and,

WHEREAS, the acquisition of right of way and associated easements is necessary to make said road improvements.

NOW, THEREFORE, BE IT RESOLVED, that Washington County proceed to purchase the necessary right of way and associated easements for the improvements to be made pertaining to the Century Avenue North Reconstruction Project from County State Aid Highway 12 (Wildwood Road) to Interstate 694.

BE IT FURTHER RESOLVED, that the officers of said County, including but not limited to the County Engineer, County Administrator and County Attorney, shall proceed and are hereby authorized to proceed to acquire, by negotiations to purchase and if necessary the exercise of eminent domain; the right of way to establish said permanent right of way, permanent easements and temporary construction easements and take such action and execute such instruments and plats, if any be necessary, to acquire said right of way and associated easements

Commissioner Bigham seconded the motion, and it was adopted 4-1 with a Roll Call vote as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

GENERAL ADMINISTRATION

Update on Water Reuse and Plumbing Code Changes

Stephanie Souter, Community/Environmental Health Senior Program Manager, provided an update on plumbing code changes. Ms. Souter reported that the Plumbing Board within the Minnesota Department of Labor and Industry (DOLI) proposed changes to the plumbing code this spring that would prohibit the use of stormwater as an alternate water source, for uses like irrigation, unless it also received treatment to drinking water standards. Other proposed code changes would make the stormwater drainage, piping, pumps, and distribution (irrigation system) of such practices subject to plumbing code. These proposed changes would be a major shift away from current practices. These types of projects are already regulated and overseen by state agencies, such as the Minnesota Pollution Control Agency, Minnesota Department of Natural Resources, and Minnesota Department of Health.

Ms. Souter reported that water reuse projects are a tool for managing stormwater runoff from public projects. These projects assist entities like cities and counties in meeting stormwater volume control requirements and can reduce groundwater pumping needs for irrigation. County staff in Public Health and Environment (PHE), Public Works (PWD), and Parks have all been made aware of this issue and its potential impacts and are actively monitoring the situation. Once these potential changes were discovered, a broad coalition of stakeholders has been forming in opposition. This includes Minnesota Watersheds, watershed districts themselves, Minnesota Nursery and Landscape Association, associations for large water users like golf course and turf management, public works and parks associations, League of Minnesota Cities, and many others.

Ms. Souter noted that Commissioner Miron mentioned these potential rule changes at the June 23 Board meeting, after they were discussed at a Clean Water Council meeting as well. Staff from PHE attended a special Plumbing Board meeting on June 23, to listen in and provide comments on the proposed rule change. The comments focused on: A request to pause the proposed changes and defer to existing state agencies; reiteration of the county's support for safe water reuse, as stated in the county's Groundwater Plan; and that the county has successfully partnered with watershed districts and cities on reuse projects in the past. There were approximately 30 public comments from various organizations, including many county partners, such as several watershed districts, City of Hugo, City of Lake Elmo, and the Clean Water Council.

Ms. Souter reported that due to the many public comments, the Plumbing Board voted to rescind prior authorization on Chapter 15, reconvene an ad hoc chapter 15 rulemaking committee, and reopen a Request for Action (RFA), which is their process for receiving public comment on proposed rule changes. County staff will continue to monitor this issue and work with partner organizations to advocate for safe and feasible water reuse, which provides benefits from both a water quality and quantity perspective. This group of stakeholders will convene next week to discuss next steps and possible submissions of RFA related to these proposed rule changes. PHE and PWD staff will continue to monitor these efforts, and will coordinate with County Administration if there are any actions requested from the County Board in the future.

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, Board Chair Bigham adjourned the meeting at 10:12 a.m.

BOARD WORKSHOP – MANDATES AND CORE FUNCTIONS

The board met in workshop session to discuss the 2026 Mandates and Core Functions for the Internal Services Departments: Accounting & Finance, Human Resources, Information Technology, and Office of Administration. Present for the workshop were Commissioners Miron, Karwoski, Cox, Clasen, and Bigham. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, residents, and county staff.

BOARD WORKSHOP WITH PUBLIC HEALTH AND ENVIRONMENT

The board met in workshop session to discuss Recycling & Energy food scraps pickup program. Present for the workshop were Commissioners Miron, Karwoski, Cox, Clasen, and Bigham. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, residents, and county staff.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Karla Bigham

Karla Bigham
County Board Chair