

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JULY 14, 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.

COMMENTS FROM THE PUBLIC

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

APPROVAL OF THE AGENDA

Commissioner Cox moved to approve the County Board meeting agenda for July 14, 2026, seconded by Commissioner Miron. Commissioner Clasen moved to amend the motion to remove Consent Calendar item B, related to Administration Policy #1300 – Washington County Guidelines and Procedures for Minnesota Government Data Practices Act. Motion failed for lack of a second. The July 14, 2026, County Board meeting agenda was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham. Nay, Commissioner Clasen.

CONSENT CALENDAR

Commissioner Clasen requested to pull item 4B from the Consent Calendar for discussion, regarding Administration Policy #1300 – Washington County Guidelines and Procedures for Minnesota Government Data Practices Act.

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

1. Approval to appoint Florence Idowu-Olushesan to a partial term on the Community Corrections Advisory Board as a BIPOC Representative starting July 15, 2026, and expiring on December 31, 2027.
2. Approval of **Resolution No. 2026-080** as follows:

**MINNESOTA HOUSING FINANCE AGENCY GRANT
FOR FAMILY HOMELESS PREVENTION AND ASSISTANCE
PROGRAM (FHPAP)**

WHEREAS, pursuant to Minnesota Statutes 462A.204, the Minnesota Housing Finance Agency is authorized to develop a program to assist families who are homeless or are at imminent risk of homelessness and that program is the Family Homeless Prevention and Assistance Program (FHPAP); and

WHEREAS, under the Minnesota FHPAP, the Minnesota Housing Finance Agency can award grants to counties to focus on their emergency response systems on homeless prevention and to secure housing for the homeless; and

WHEREAS, the Washington County Community Services Department has applied for and received FHPAP grant funding since 2007 and has contracted with community providers to utilize the funds to stabilize families in their existing homes, shorten the amount of time that families spend in emergency shelters and assist families with securing transitional or permanent affordable housing; and

WHEREAS, the Washington County Community Services department has demonstrated the ability to perform the required activities of the Minnesota FHPAP; and

WHEREAS, the Washington County Community Services Department submitted a proposal to Minnesota Housing for FHPAP funding for the October 1, 2025, through September 30, 2027, grant cycle and was awarded \$814,000.00; and

WHEREAS, an additional \$1,200,000.00 has been awarded by MN Housing to Washington County, for a total of \$2,014,000.00; and

WHEREAS, the intent of the funding from the Minnesota State Legislature is to respond to the current rental housing crisis and the goal is to spend the majority of this additional funding by December 31, 2026, with remaining funding able to carry over into 2027; and

WHEREAS, the Washington County FHPAP Advisory Board has voted to allocate these additional funds to Washington County and the following providers with current FHPAP sub-grantee contracts: Community Action Partnership of Ramsey and Washington Counties, Greater Twin Cities United Way, Solid Ground and Valley Outreach; and

WHEREAS, Community Action Partnership of Ramsey and Washington Counties (CAP-RW) has been awarded an additional \$210,000 to provide Prevention and Rapid Rehousing services to eligible individuals and households; and

WHEREAS, Greater Twin Cities United Way has been awarded an additional \$142,000 to provide Prevention services to eligible individuals and households; and

WHEREAS, Solid Ground has been awarded an additional \$333,000 to provide Prevention and Rapid Rehousing services to eligible families; and

WHEREAS, Valley Outreach has been awarded an additional \$250,000 to provide Prevention services to eligible individuals and households; and

WHEREAS, Minnesota Statutes 462A.204 requires a sponsoring resolution of the county board to receive FHPAP grants.

NOW, THEREFORE, BE IT RESOLVED, that Washington County, through its Community Services Department, is hereby authorized as an entity charged with the administration of funds made available through the Minnesota Housing Family Homelessness Prevention and Assistance Program in the County of Washington, in Minnesota.

NOW, THEREFORE, BE IT FURTHER RESOLVED that Washington County's Board Chair, Karla Bigham, and County Administrator, Kevin Corbid, are hereby authorized to electronically sign the Minnesota Housing Finance Agency contract amendment, and accept funds in the amount of \$1,200,000, and execute sub-grantee contract amendments, along with any future contract amendments, with Community Action Partnership of Ramsey and Washington Counties, Greater Twin Cities United Way, Solid Ground and Valley Outreach, without further Board action.

3. Approve a request to apply for \$350,000 in grant funds from the Minnesota Department of Human Services to address the opioid overdose crisis in communities and populations that have been historically underserved and disproportionately impacted by opioid-related overdose deaths.

4. Approval of **Resolution No. 2026-081** as follows:

**RESOLUTION APPROVING AN APPLICATION FOR A NEW
OFF-SALE INTOXICATING LIQUOR LICENSE FOR CENCO
FARMS INC, d/b/a AFTON APPLE ORCHARD**

WHEREAS, Cenco Farms Inc, d/b/a Afton Apple Orchard, located in Denmark Township, submitted an application for a new off-sale intoxicating liquor license, and

WHEREAS, Minnesota Statutes 340A.405 requires approval of the application by the Washington County Board of Commissioners, and

WHEREAS, all applicable requirements of Minnesota Statutes 340A.405, Minnesota Rules 7515.0440, and Washington County, necessary for County Board consideration of the application, have been satisfied.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners approves the application for a new off-sale intoxicating liquor license submitted by Cenco Farms Inc., d/b/a Afton Apple Orchard, located in Denmark Township, and directs that the application be submitted to the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division for its consideration.

BE IT FURTHER RESOLVED, that this resolution shall serve as the County Board's official action approving the application and as authorized by the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division, may be submitted in lieu of the meeting minutes otherwise required under Minnesota Rules 7515.0440.

5. Appoint Commissioners Clasen and Miron to the 2026 County Canvassing Board for the State Primary Election, and appoint Commissioners Cox and Miron to the 2026 County Canvassing Board for the State General Election.
6. Approval to submit a grant application for the Minnesota Department of Health (MDH) 2026 Private Well Protection Grant.
7. Approve amendment to grant agreement SG-24P3-10-07 – Water Safety Outreach Programs.
8. Approve Cooperative Cost Agreement No. 1063575 with the Minnesota Department of Transportation (MnDOT) for the County State Aid Highway 21 (St. Croix Scenic Byway) Pavement Preservation Project.
9. Approval of **Resolution No. 2026-082** as follows:

**RESOLUTION TO ENTER INTO MNDOT AGREEMENT
NO. 1063575**

BE IT RESOLVED, that Washington County enter into MnDOT Agreement No. 1063575 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of pavement preservation construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 10 from 0.05 miles North from 127th Street South to St. Croix River under State Project No. 8202-36.

BE IT FURTHER RESOLVED, that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

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

Commissioner Clasen requested that staff provide more information on Policy #1300. Commissioner Miron moved to postpone approval of Administration Policy #1300 - Washington County Guidelines and Procedures for Minnesota Government Data Practices Act, for further review. Commissioner Bigham seconded the motion, and it was adopted 5-0.

COMMUNITY CORRECTIONS

Resolution for Pretrial, Probation and Parole Supervision Week

Director Terry Thomas presented a resolution to proclaim July 19-25, 2026, as Pretrial, Probation and Parole Supervision Week, recognizing the extraordinary dedication and commitment of the Community Corrections staff.

Mr. Thomas reported that in 2025, Community Corrections staff served more than 8,700 juvenile and adult clients. Mr. Thomas reported that the Sentence to Service crews completed more than 44,000 hours of community work service. In addition, staff facilitated more than 1,100 cognitive behavioral group sessions, completed more than 500 pre-sentence investigations for court, and conducted more than 2,100 risk and needs assessments.

Commissioner Cox moved to adopt **Resolution No. 2026-083** as follows:

RESOLUTION PROCLAIMING JULY 19-25, 2026 AS PRETRIAL, PROBATION AND PAROLE SUPERVISION WEEK

WHEREAS, Washington County probation and parole officers are an essential part of the public safety system; and

WHEREAS, they are responsible for supervising adult and juvenile probationers in the community; and

WHEREAS, Washington County probation and parole officers uphold the law with dignity, while recognizing the right of the public to be safeguarded from criminal activity; and

WHEREAS, Washington County probation and parole officers are trained professionals who work in partnership with community agencies and groups; and

WHEREAS, Washington County probation and parole officers intervene with offenders to change behavior; and

WHEREAS, Washington County probation and parole officers provide cost-effective services to the citizens of Washington County; and

WHEREAS, all Community Corrections staff play a vital role in supporting the work of probation and parole officers; and

WHEREAS, Community Corrections professionals are a true force for positive change in their communities.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners do hereby proclaim July 19-25, 2026, as Pretrial, Probation and Parole Supervision Week, and encourage all to honor these community corrections professionals and to recognize their achievements.

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

PUBLIC WORKS

County State Aid Highway 12 Safe Routes to School Project

Becky Haydon, Engineer III, presented five items for the County State Aid Highway (CSAH) 12 Safe Routes to School Project, identified in the Capital Improvement Plan as #RB-2824. Ms. Haydon reported that the project includes new trail construction along the south side of CSAH 12 (75th Street North), from the signalized intersection at Mahtomedi School to Inwood Way, and a second segment extending north from that intersection to the existing off-road pedestrian/bicyclist facilities. This is a joint project with the City of Grant, Independent School District (ISD) 832, and the State of Minnesota.

Ms. Haydon reported that there were seven bids received for construction services, and Dresel Contracting, Inc. has been selected. This project will be funded by Transportation Advancement Account Multimodal funds, Local Contributions, and State Operating Grants.

Commissioner Miron moved to approve Contract No. 18448 in the amount of \$381,529.77 with Dresel Contracting, Inc. for the CSAH 12 Safe Routes to School Trail Project. Commissioner Karwoski seconded the motion, and it was adopted 5-0.

Commissioner Miron moved to approve Cooperative Agreement No. 18281 with the City of Grant for construction costs and maintenance for the CSAH 12 Safe Routes to School Trail Project. Commissioner Cox seconded the motion, and it was adopted 5-0.

Commissioner Miron moved to approve Cooperative Agreement No. 18282 with Independent School District 832 for construction costs and maintenance for the CSAH 12 Safe Routes to School Trail Project. Commissioner Karwoski seconded the motion, and it was adopted 5-0.

Commissioner Miron moved to approve Grant Agreement No. 1063552 (Washington County Agreement No. 18415) with the State of Minnesota for the CSAH 12 Safe Routes to School Trail Project. Commissioner Bigham seconded the motion, and it was adopted 5-0.

Commissioner Miron moved to adopt **Resolution No. 2026-084** as follows:

**RESOLUTION APPROVING GRANT AGREEMENT WITH THE
MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT)
FOR FUNDING UNDER THE SAFE ROUTES TO SCHOOLS
INFRASTRUCTURE PROGRAM.**

WHEREAS, Washington County has identified project RB-2824 in its Capital Improvement Plan for new trail construction along the south side of CSAH 12 between the Mahtomedi School entrance and Inwood Way; and

WHEREAS, the County Board authorized the submittal of an application in partnership with Mahtomedi Public Schools, to the Minnesota Department of Transportation Safe Routes to Schools Infrastructure Grant program for the following project:

1. Construction of a trail on the south side of County State Aid Highway (CSAH) 12/75th St N from Inwood Way N to the signalized intersection at the Mahtomedi Middle and High School driveway in the City of Grant; and
2. Construction of a trail from the signalized intersection at CSAH 12/75th St N at the Mahtomedi Middle and High School driveway to the school buildings in the City of Grant.

WHEREAS, the project will be of mutual benefit to residents of Washington County, City of Grant, and Independent School District 832; and

WHEREAS, the aforementioned project will improve access and safety to the Mahtomedi Elementary, Middle, and High Schools, and supports the Mahtomedi Public School's 2023 Safe Routes to School Plan; and

WHEREAS, Washington County will be responsible for design and implementation of the proposed trail on the south side of CSAH 12 including but not limited to preliminary and final engineering, right-of-way acquisition, construction administration and inspection, utility construction, as well as costs above the Safe Routes to School award; and

WHEREAS, Mahtomedi Public Schools will be responsible for design and implementation of the proposed trail connection to the school buildings north of CSAH 12 including but not limited to preliminary and final engineering, right-of-way acquisition, construction administration and inspection, utility construction, as well as costs above the Safe Routes to School award; and

WHEREAS, funds awarded through the Safe Routes to Schools Program will be divided between Washington County and Mahtomedi Public Schools based upon estimated project costs as outlined in the grant application with Washington County acting as fiscal agent; and

WHEREAS, Washington County has applied to the Commissioner of Transportation for a grant from the Safe Routes to Schools Account; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$381,529.77 by reason of the lowest responsible bid;

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.40, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Safe Routes to Schools Account any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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

Library Strategic Facility Plan

Andrea Rehm, Planner II, presented a consultant contract for development of the Library Strategic Facility Plan, identified in the Capital Improvement Plan as #BSD-LIB-2601. Ms. Rehm reported that this plan is a 15-year outlook for investment in the Washington County Library facilities. Objectives of the study are to inventory and assess existing facilities, identify geographical and population based gaps, and to develop recommendations to advance county and library goals.

Ms. Rehm reported that six proposals were received for the development contract, and MSR Design was selected. This contract will be funded by the Capital Projects Fund.

Commissioner Cox moved to approve Contract No. 18399 with MSR Design in the amount of \$180,000 to develop the Library Strategic Facility Plan. Commissioner Bigham seconded the motion, and it was adopted 5-0.

GENERAL ADMINISTRATION

County Administrator Kevin Corbid provided copies to commissioners of the Annual Comprehensive Financial Report (ACFR), the Popular Annual Financial Report (PAFR), and external auditor CliftonLarsonAllen's management compliance letter, which were presented to the Audit Advisory Committee. Mr. Corbid reported that in August, Internal Auditor Melanie Greufe



will be presenting the annual Audit Advisory Committee report, and the Accounting and Finance Department will present the ACFR, PAFR, and financial awards.

Mr. Corbid asked that the board consider changing the July 28, 2026, Workshop Only meeting, to a regular, official County Board meeting, due to number of items anticipated on August 4.

Commissioner Bigham moved to change the July 28, 2026, Workshop Only meeting, to an official County Board meeting. Commissioner Karwoski 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.

ADJOURNMENT

There being no further business to come before the County Board, Board Chair Bigham adjourned the meeting at 10:08 a.m.

Attest:

Kevin Corbid

Kevin Corbid
County Administrator

Karla Bigham

Karla Bigham
County Board Chair