

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
AUGUST 11, 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.

Jackie Anderson, President of the Comfort Lake Forest Lake Watershed District (CLFLWD), commented on potential conflict with Mayor Roberts joining the CLFLWD, while also serving as mayor of the district's largest city.

Forest Lake Mayor Blake Roberts, commented on his appreciation of the partnership between the City of Forest Lake and Washington County, and looks forward to serving on the CLFLWD.

APPROVAL OF THE AGENDA

Commissioner Cox moved to approve the County Board meeting agenda for August 11, 2026. Commissioner Miron seconded the motion, and it was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

CONSENT CALENDAR

Commissioner Clasen requested to pull two items from the Consent Calendar, item A, the July 28th County Board meeting minutes, and item D, the resolution related to the CLFLWD appointment.

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

1. Approval to appoint Jonathan Pritchard to a first full term on the Board of Adjustment and Appeals/Planning Advisory Committee as a District 4 Representative starting August 12, 2026, and expiring December 31, 2029.
2. Approval of **Resolution No. 2026-092** as follows:

**RESOLUTION APPOINTING PATTY GOERTZ TO THE
SOUTH WASHINGTON 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, except 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 the list of nominees provided by the townships and municipalities; and

WHEREAS, the county has reviewed residency of the manager being appointed as well as the residency of the current managers, considered the experience of the individual being appointed to determine if she 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 appointment it finds that the managers of the watershed district, including

the appointed member, fairly represent the various hydrologic areas within the watershed district to the greatest extent possible; and

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby appoints Patty Goertz to a partial term on the South Washington Watershed District, to begin on September 1, 2026 and end on April 30, 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. Approve Amendment No. 5 to Contract No. 15104 with CliftonLarsonAllen LLP for Calendar Year 2025 audit and financial statement services in an amount not to exceed \$672,482.50, which includes \$491,085.00 for the original contract, \$165,122.50 for Amendments No. 1 through 4, and \$16,275.00 for Amendment No. 5.
4. Approve Amendment No. 5 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, 2026, to November 30, 2026.
5. Approval of **Resolution No. 2026-093** as follows:

**RESOLUTION ACKNOWLEDGING AN APPLICATION FOR
LAWFUL GAMBLING EXEMPTION FOR CARPENTER ST.
CROIX VALLEY NATURE CENTER**

WHEREAS, Carpenter St. Croix Valley Nature Center has made an application to the Minnesota Gambling Control Board for the exemption from certain requirements contained in Minnesota Statute 349.166 sub. 2 in order to conduct a raffle at 12805 St. Croix Trail South, which is located in Denmark Township. The event will take place on September 13, 2026, and

WHEREAS, Denmark Township has been notified that the organization is applying for an exempted gambling activity within the township limits, and

WHEREAS, the Gambling Control Board requires acknowledgement by the County for a gambling permit located in a township.

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners does not oppose issuance of exemption consistent with the application and further acknowledges the exempt permit may be granted with no waiting period.

6. Approval of **Resolution No. 2026-094** as follows:

**RESOLUTION VACATING WASHINGTON COUNTY'S
INTEREST IN A PORTION OF CENTURY AVENUE
(UNIMPROVED) IN THE SOUTH HALF OF THE
NORTHWEST QUARTER OF SECTION 19, TOWNSHIP 28N,
RANGE 21W IN THE CITIES OF WOODBURY AND NEWPORT**

WHEREAS, Washington County has certain easement interests for road purposes created by an easement in 1893 as recorded in Book K, Page 177 of Bonds along the county line with the County of Ramsey; and,

WHEREAS, the portion of road easement within Washington County is located within the cities of Woodbury and Newport; and,

WHEREAS, since the creation of said easement, only a small portion has been used for road purposes and the remaining portion remains unimproved; and,

WHEREAS, Washington County received a request from a developer to vacate the unimproved portion of the road easement as the proposed development will create adequate transportation infrastructure now and into the future in the vicinity of this road easement; and,

WHEREAS, both cities Woodbury and Newport together with Washington County and Ramsey County do not see a future need for the creation of a road within this portion of the easement area; and,

WHEREAS, pursuant to Minn. Stat. § 163.11, subd. 4, the Washington County Board may vacate any such portion of right of way deemed no longer necessary by resolution.

NOW, THEREFORE, BE IT RESOLVED, that upon compliance with the provisions of Minn. Stat. § 163.11, subd. 4, the portion of the right of way easement created in Book K, Page 177 of Bonds described on the attached Exhibit A is hereby vacated.

BE IT FURTHER RESOLVED, that nothing herein is intended to relinquish or vacate any other rights or interests of Washington County relative to the easement created in Book K, Page 177 of Bonds remaining in operation.

BE IT FURTHER RESOLVED, Washington County staff, in conjunction with the Office of the Washington County Attorney, shall ensure property compliance with Minn. Stat. § 163.11, subd. 4 relative to notice and posting of this resolution.

7. Approval of **Resolution No. 2026-095** as follows:

**RESOLUTION TO ENTER INTO AN COOPERATIVE AGREEMENT
WITH THE STATE OF MINNESOTA GATEWAY STATE TRAIL
CROSSING OF COUNTY ROAD 52 (OAK HILL ROAD)**

WHEREAS, the County and the City of Scandia are working closely with the Minnesota Department of Natural Resources (DNR) to implement the Gateway State Trail segment between Scandia Village Center and William O'Brien State Park; and

WHEREAS, the Gateway State Trail will cross County Road 52 (Oakhill Road) and the County's right of way; and

WHEREAS, the State is solely responsible for developing, operating, maintaining, and inspecting the State Trail and all associated improvements, signage, and amenities, while also retaining authority to review and approve any trail revisions proposed by the County; and

WHEREAS, the County allows the State to manage the trail within the County right of way and may review and approve State-proposed revisions that affects the County Road.

NOW, THEREFORE, BE IT RESOLVED, that Washington County enter into the Cooperative Agreement with the State of Minnesota that permits the State Trail crossing of County Road 52 (Oakhill Road).

8. Approve three grant agreements (MnDOT Agreements No. 1063261, 1063263, and 1063264) for the Trunk Highway (TH) 36 / County State Aid Highway (CSAH) 17 (Lake Elmo Avenue) Interchange Project (RB-2674) and adopt three resolutions authorizing execution of associated agreements as follows:

Resolution No. 2026-096

**LOCAL ROAD IMPROVEMENT PROGRAM GRANT
AGREEMENT GRANT TERMS AND CONDITIONS MNDOT
AGREEMENT NO. 1063261, SP NO. 082-617-014, TIED TO SP
8204-57, SP 206-020-005**

WHEREAS, Washington County has identified in the Capital Improvement Plan (CIP) (RB-2674) an improvement project at the intersection of County State Aid Highway (CSAH) 17 (Lake Elmo Avenue) and Trunk Highway (TH) 36, located within the City of Lake Elmo and the City of Grant; and

WHEREAS, Washington County has applied to the Commissioner of Transportation for a grant from the Local Road Improvement Fund; 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 \$5,000,000.00 by reason of the lowest responsible bid;

NOW, THEREFORE, BE IT RESOLVED, the County Commissioners in the County of Washington does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, and will pay any additional amount by which the cost exceeds the estimate and will return to the Local Road Improvement Fund 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.

Resolution No. 2026-097

**LOCAL ROAD IMPROVEMENT PROGRAM GRANT
AGREEMENT GRANT TERMS AND CONDITIONS MNDOT
AGREEMENT NO. 1063263, SP NO. 082-617-014, TIED TO SP
8204-57, SP 206-020-005**

WHEREAS, Washington County has identified in the Capital Improvement Plan (CIP) (RB-2674) an improvement project at the intersection of County State Aid Highway (CSAH) 17 (Lake Elmo Avenue) and Trunk Highway (TH) 36, located within the City of Lake Elmo and the City of Grant; and

WHEREAS, Washington County has applied to the Commissioner of Transportation for a grant from the Local Road Improvement Fund; 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 \$5,000,000.00 by reason of the lowest responsible bid;

NOW, THEREFORE, BE IT RESOLVED, the County Commissioners in the County of Washington does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, and will pay any additional amount by which the cost exceeds the estimate and will return to the Local Road Improvement Fund 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.

Resolution No. 2026-098

LOCAL ROAD IMPROVEMENT PROGRAM GRANT AGREEMENT GRANT TERMS AND CONDITIONS MNDOT AGREEMENT NO. 1063264, SP NO. 082-617-014, TIED TO SP 8204-57, SP 206-020-005

WHEREAS, Washington County has identified in the Capital Improvement Plan (CIP) (RB-2674) an improvement project at the intersection of County State Aid Highway (CSAH) 17 (Lake Elmo Avenue) and Trunk Highway (TH) 36, located within the City of Lake Elmo and the City of Grant; and

WHEREAS, Washington County has applied to the Commissioner of Transportation for a grant from the Local Road Improvement Fund; 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 \$6,592,606.23 by reason of the lowest responsible bid;

NOW, THEREFORE, BE IT RESOLVED, the County Commissioners in the County of Washington does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, and will pay any additional amount by which the cost exceeds the estimate and will return to the Local Road Improvement Fund 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.

9. Approve updated Limited Use Permit related to the trail being constructed along CSAH 17 within MnDOT right-of-way to adjust the termination date of the agreement.
10. Approve Amendment No. 1 to Joint Powers Agreement No. 14695 between the Sheriff's Office and the City of Stillwater for sharing law enforcement data.
11. Approve Amendment No. 1 to Joint Powers Agreement No. 15030 between the Sheriff's Office and the City of Oak Park Heights for sharing law enforcement data.

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

July 28, 2026, County Board Meeting Minutes

Commissioner Miron moved to approve the July 28, 2026, County Board meeting minutes, seconded by Commissioner Cox. The motion was adopted 4-1 with a Roll Call vote as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

Resolution for Comfort Lake Forest Lake Watershed District Appointment

Commissioner Cox moved, seconded by Commissioner Bigham, to adopt the following:

Resolution No. 2026-099

**RESOLUTION APPOINTING BLAKE ROBERTS TO THE
COMFORT LAKE FOREST LAKE 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, except 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; and

WHEREAS, the Comfort Lake Forest Lake Watershed District was created through a citizen petition and includes area that is outside of the Metropolitan region as defined in statute; 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 considered the letters of support provided by the townships and municipalities; and

WHEREAS, the county has reviewed residency of the manager being appointed as well as the residency of the current managers, considered the experience of the individual being appointed 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 areas of the watershed district; and

NOW, THEREFORE, BE IT RESOLVED, the Washington County Board of Commissioners hereby appoints Blake Roberts to a first term on

the Comfort Lake Forest Lake Watershed District, to begin on September 24, 2026, and end on September 23, 2029.

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.

The motion was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

COMMUNITY SERVICES

National Association of Counties (NACo) 2026 Achievement Awards

Deputy Director Beth Pierce and Division Manager Kathy Mickelson presented three Achievement Awards that the Community Services Department received from NACo for the following programs: Emergency Housing Services Building, GoWashington Website, and Mental Health in Motion.

Ms. Pierce reported that the Emergency Housing Services Building was built in partnership with the Washington County Community Development Agency, and opened in December 2025, as the county's first permanent emergency housing facility for adults experiencing homelessness.

Ms. Pierce reported that the GoWashington Website launched in 2022 to consolidate public, nonprofit, and shared-ride services into a clear, multilingual, and easy-to-use resource.

Ms. Mickelson reported that the Mental Health in Motion team was present at more than 100 outreach events, and reached more than 8,800 individuals. The Mental Health in Motion program has reduced barriers and increased access to mental health services in the community.

PUBLIC WORKS

National Association of Counties (NACo) 2026 Achievement Awards

Senior Planner Sara Allen and Parks Director Alex McKinney presented two NACo Achievement Awards that the Public Works Department received for the following programs: Equity in Parks and Recreation – Playground Equipment, and the Gold Line Joint Powers Board – Financial Management.

Mr. McKinney reported that Equity in Parks and Recreation was awarded for the new playground at St. Croix Bluffs Regional Park, which has sensory friendly and accessible play features.

Ms. Allen reported that Washington and Ramsey counties formed the Gold Line Joint Powers Board (JPB) to coordinate leadership and financial oversight for Minnesota's first dedicated lane bus rapid transit. The JPB managed \$240 million in county funds for a \$505 million project and

met Federal compliance standards. Strong financial oversight and partnership with Metro Transit delivered the project on-time and nearly \$40 million under budget.

County State Aid Highway 38 Pavement Preservation Project

Erin Blaylock, Engineer II, presented a contract for the County State Aid Highway (CSAH) 38 Pavement Preservation Project identified in the Capital Improvement Plan as #RB-2204-03. Ms. Blaylock reported that this project will resurface the asphalt roadway and trail pavement along the CSAH 38 corridor from CSAH 22 to CSAH 18 in St. Paul Park, Newport, and St. Paul. In addition to pavement resurfacing, the project includes ADA improvements, stormwater management, including the installation of new storm sewer along Glen Road, and signing and striping replacements.

Ms. Blaylock reported that three bids were received for this project, and Bituminous Roadways Inc. was recommended for the contract. Funding for this construction contract will come from Wheelage Tax, Planned Usage of R&B Fund Balance, State Aid, and Transportation Advancement Account (TAA) Preservation funds.

Commissioner Bigham moved to approve Contract No. 18527 in the amount of \$3,533,333.33 with Bituminous Roadways Inc. for the CSAH 38 Pavement Preservation Project. Commissioner Karwoski seconded the motion, and it was adopted 4-1 as follows: Ayes, Commissioners Miron, Karwoski, Cox, and Bigham; Nay, Commissioner Clasen.

GENERAL ADMINISTRATION

Audit Advisory Committee Report

Internal Auditor Melanie Greufe presented the 2025 Audit Advisory Committee report. Ms. Greufe reported that the Audit Advisory Committee was established in 1984 and meets quarterly. It is comprised of two citizen members, Joseph Rheinberger and Jeanine Kuwik, Commissioner Karla Bigham, and County Administrator Kevin Corbid.

Ms. Greufe has served as the county's internal auditor since 2016. The majority of the internal auditor's work is testing the internal controls of the county and determining whether the county is in compliance with federal and state regulations and county policies and procedures. Throughout the year, all payments that equaled or exceeded \$25,000 were tested, along with judgmentally selected samples of all payments under \$25,000.

Ms. Greufe reported that the process of disbursement testing and reporting to both the Audit Advisory Committee and the County Board is required by law and this reporting is in lieu of the board having to approve each payment at its board meetings. During the course of reviewing each of these disbursement testing periods for 2025, there was one written issue identified regarding payments for services without a valid contract in place. Recommendations were made to the Audit Advisory Committee to strengthen internal controls to ensure that a valid contract is in place before any services are provided.

Ms. Greufe reported that the county also utilizes purchasing cards as a method for county employees to pay for county obligations and expenses. The use of these cards is efficient and

allows for the testing and tracking of purchases to ensure compliance with all county policies. Ms. Greufe completed testing on random and judgmentally selected samples of all purchases made using the general use purchasing card and the uniform allowance purchasing card. During the review of purchasing cards in 2025, there were no issues identified.

Ms. Greufe completed random unannounced cash counts of the change and petty cash funds authorized for Washington County. During 2025, all petty cash and change fund accounts balanced.

Ms. Greufe reported that CliftonLarsonAllen (CLA), the county's external auditors, participated in three of the Audit Advisory Committee meetings in 2025. Ms. Greufe concluded that during 2025, there were no thefts or frauds identified.

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

Board correspondence was received and placed on file.

ADJOURNMENT

There being no further business to come before the County Board, Board Chair Bigham adjourned the meeting at 10:47 a.m.

BUDGET WORKSHOP WITH PUBLIC WORKS

The board met in workshop session to review the recommended 2027 budget for the Public Works Department. Present for the workshop were Commissioners Miron, Karwoski, Cox, Clasen, and Bigham. Also present were Kevin Corbid, Jennifer Wagenius, Jan Lucke, outside agencies, residents, and county staff.

BUDGET WORKSHOP WITH PUBLIC WORKS – REGIONAL RAIL AUTHORITY AND GOLD LINE

The board met in workshop session to review the recommended 2027 Washington County Regional Railroad Authority (WCRRA) and Gold Line budgets. Present for the workshop were Commissioners Miron, Karwoski, Cox, Clasen, and Bigham. Also present were Kevin Corbid, Jennifer Wagenius, Jan Lucke, outside agencies, residents, and county staff.

Attest:

Kevin Corbid
Kevin Corbid
County Administrator

Karla Bigham
Karla Bigham
County Board Chair