



**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
JANUARY 6, 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.

ELECTION OF THE 2026 WASHINGTON COUNTY BOARD CHAIR

Commissioner Karwoski asked for nominations for 2026 Washington County Board Chair.

Commissioner Miron nominated Commissioner Karla Bigham for 2026 Washington County Board Chair. Commissioner Karwoski asked for further nominations; there were no further nominations. Nominations were closed.

Commissioner Karwoski asked all those in favor of electing Commissioner Bigham as 2026 Washington County Board Chair to say Aye, and those opposed, say Nay; it was adopted 5-0.

Commissioner Karla Bigham was elected as 2026 Washington County Board Chair.

ELECTION OF THE 2026 WASHINGTON COUNTY BOARD VICE CHAIR

Chair Bigham asked for nominations for 2026 Washington County Board Vice Chair.

Commissioner Miron nominated Commissioner Bethany Cox for 2026 Washington County Board Vice Chair. Chair Bigham asked for further nominations; there were no further nominations. Nominations were closed.

Chair Bigham asked all those in favor of electing Commissioner Cox as 2026 Washington County Board Vice Chair to say Aye, and those opposed, say Nay; it was adopted 5-0.

Commissioner Bethany Cox was elected as 2026 Washington County Board Vice Chair.

SET 2026 WASHINGTON COUNTY BOARD MEETING DATES

The proposed 2026 board meeting calendar indicates that the County Board will meet on Tuesdays, with 35 official board meetings, and three workshop only meetings. The County Board meetings begin at 9:00 a.m., with the exception of two meetings per year that are required to be evening meetings, per statute. The Board Chair can call an evening meeting or later start time, when necessary, to conduct business. County Board meetings may be added or canceled, as necessary, with proper public notice.

Commissioner Karwoski moved to approve the Washington County Board meeting calendar for 2026. Commissioner Cox seconded the motion, and it was adopted 5-0.

COMMENTS FROM THE PUBLIC

Chair Bigham asked for comments from the public.

Paul Tuveson, resident of Woodbury, expressed concern of a rumored ICE detention center in the City of Woodbury.

Laura Kittel, resident of Oakdale, expressed concern of a rumored ICE detention center in the City of Woodbury.

APPROVAL OF THE AGENDA

Commissioner Cox moved to approve the County Board meeting agenda for January 6, 2026. Commissioner Miron seconded the motion, and it was adopted 5-0.

CONSENT CALENDAR

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

1. Approval of the December 16, 2025, and December 23, 2025, County Board meeting minutes.
2. Approve 2026 Memorial Day appropriations of \$100 each, upon request, for military service organizations.
3. Approval of **Resolution No. 2026-001** as follows:

AWARD OF 2026-2028 NEWSPAPER PUBLICATION BIDS

WHEREAS, Minnesota Statute 375.12 requires advertisement for bids for county legal printing and awarding of bids at the first board meeting of the year; and



WHEREAS, Minnesota Statute 331A.06, Subd. 5, allows for publication contracts for no longer than three years; and

WHEREAS, pursuant to bid advertisement, newspaper publication bids were received until 2:00 p.m., December 2, 2025, for the following publications:

- 1) Official Board Proceedings in Summary Form
- 2) Legal Notices
- 3) Delinquent Real Estate Tax List
- 4) Financial Statement (first publication)
- 5) Financial Statement Summary (second publication)

WHEREAS, timely bids were received from Sentinel Publications/Country Messenger, Press Publications/The Citizen, and the Stillwater Gazette; and

WHEREAS, pursuant to authority contained in Minnesota Statute 331A.04, Subd. 2, Washington County newspaper publishing awards are first based on known office in the locality and next on the lowest index number for all bids; and

WHEREAS, pursuant to authority contained in Minnesota Statute 331A.12, the Public Works Department may designate the Washington County website as the official publication of transportation projects legal notices.

NOW, THEREFORE, BE IT RESOLVED, that the Washington County Board of Commissioners hereby awards newspaper publication contracts for a term of three years as follows:

- 1) Official Proceedings in Summary Form (Board minutes in summary form): **Country Messenger**
- 2) Legal Notices: **Country Messenger**
- 3) Notice and List of Real Estate Remaining Delinquent: **Country Messenger**
- 4) First Publication of the Financial Statement for the years ending December 31, 2026, 2027, and 2028: **Country Messenger**
- 5) Second Publication of the Financial Statement Summary to be distributed as an insert: **Stillwater Gazette**

BE IT FURTHER RESOLVED, that notwithstanding the three-year publication contracts, the county shall continue to publish yearly notice of publication of transportation projects on its website, as required by Minnesota Statute 331A.12.

4. Approve revisions to Administrative Policy #1810 - Records Retention and Disposition.

5. Approval to appoint Larry Odebrecht to a partial term on the Community Corrections Advisory Board as a District 3 Representative starting January 7, 2026, and expiring December 31, 2026.
6. Approve revisions to the Washington County Board of Commissioners Operating Procedures and Guidelines.
7. Approve Contract No. 17936 for a Provider Participation Agreement with UCare Minnesota for Washington County to provide and be reimbursed for mental health and substance-use disorder (SUD) services provided to individuals enrolled in UCare as their managed care plan.
8. Approve the 2026-2028 Tentative Agreement with International Union of Operating Engineers Local 49 Collective Bargaining Agreement.
9. Approve Contract No. 17849 with Washington Conservation District in the amount of \$314,928 for the period of January 1, 2026, through December 31, 2026.
10. Approve Contract No. 17715 with Children's Dental Service to use Real Property for the provision of dental services.
11. Approval to continue to offer a \$300 Hiring Incentive for Lifeguards for the 2026 and 2027 seasons.
12. Approve Lease Agreement No. 17897 with Valley Tours, Inc. for office space at the Washington County Historic Courthouse.
13. Approve Purchase Order 28444 with Towmaster, Inc. in the amount of \$212,489.00 using State Contract Number 267372 for the build-out of a new tandem-axle plow truck.
14. Approve Purchase Order 28445 with Towmaster, Inc. in the amount of \$212,489.00 using State Contract Number 267372 for the build-out of a new tandem-axle plow truck.
15. Approve Purchase Order 28446 with Titan Machinery in the amount of \$240,123.98 using State Contract Number 229161 for the purchase of a Case CX170E Excavator for the North Shop.
16. Approve Purchase Order 28447 with Deere & Company in the amount of \$234,284.08 using Sourcewell Contract Number 082923-DAC for a John Deere Tractor and Flail Mower.
17. Approve Purchase Order 28453 with ODRA LLC in the amount of \$262,903.08 using State Contract Number 265371 for a new ODRA MT4H Street Sweeper.
18. Approve Purchase Order 28455 with ABM Equipment & Supply in the amount of \$251,860.64 using State Contract Number 224090 for the build-out of a new Versalift aerial unit mounted on a 2026 Ford F-550 chassis.

19. Approve Cooperative Agreements 17950 and 17949 between the City of Woodbury and Washington County for the construction cost share and ongoing maintenance, respectively, of a new traffic signal system and related intersection improvements at the intersection of County State Aid Highway (CSAH) 18 and Fairway Drive near the new Math and Science Academy secondary school in the City of Woodbury.
20. Approval of **Resolution No. 2026-002** as follows:

DONATION OF THERAPY K9

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 a therapy K9 and training, valued at approximately \$13,800.00, from Soldier's 6 and Franks' Field & Family Goldens to support the Sheriff's Office Coordinated Response Team.

21. Approval of **Resolution No. 2026-003** as follows:

DONATION FOR SHERIFF'S OFFICE K9 UNIT

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 in the amount of \$1,000.00 from Washington County resident, Jackie Marshall, to support the Sheriff's Office K9 Unit.

22. Approval of **Resolution No. 2026-004** as follows:

**DONATION OF RESOURCES FOR
HUMAN TRAFFICKING VICTIMS**

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 resources, valued at approximately \$1,500.00, from the FBI Minneapolis Citizen Academy Alumni Association to support victims of human trafficking through the East Metro Human Trafficking Task Force.

23. Approve Contract No. 17906 with Guardian Fleet Safety LLC to provide squad build services estimated at \$250,000 per year.

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

PUBLIC WORKS

Contract for the Hardwood Creek Regional Trail Extension Project

Engineer Erin Blaylock presented a contract for design services for the Hardwood Creek Regional Trail Extension project. This project is in the City of Hugo, and is identified in the Capital Improvement Plan as #PARK-9003.

Ms. Blaylock reported that the contract services include project coordination, agency and public involvement, environmental documentation, utility coordination, drainage analysis and design, ADA design, permit applications, construction documents, and cost estimating.

Ms. Blaylock reported that Alliant Engineering has been selected for the contract. This project will be funded by State Sales Tax and Local Contributions.

Commissioner Miron moved to approve Contract No. 17893 with Alliant Engineering in the amount of \$350,520 for design services for the Hardwood Creek Regional Trail Extension project. Commissioner Clasen seconded the motion, and it was adopted 5-0.

Contract for County State Aid Highway (CSAH) 16 and Settlers Ridge Parkway Intersection Improvement Project

Engineer Andrew Giesen presented a contract for design services for CSAH 16 (Valley Creek Road) and Settlers Ridge Parkway Intersection Improvement project. This project is in the City of Woodbury, and is identified in the Capital Improvement Plan as #RB-2812.

Mr. Giesen reported that the contract services include project coordination, public engagement, utility coordination, geotechnical evaluation, environmental documentation, drainage and intersection analysis and design, alternative evaluations, cost estimating, permitting and final construction plans.

Mr. Giesen reported that eight proposals were received, and Alliant Engineering was selected for the design contract. This project will be funded by Transportation Advancement Account (TAA) Safety & Trails Funds, and Local Contributions.

Commissioner Clasen moved to approve Contract No. 17941 with Alliant Engineering in the amount of \$423,400 to provide preliminary and final design services for the CSAH 16 (Valley Creek Road) and Settlers Ridge Parkway Intersection Improvement project. Commissioner Karwoski seconded the motion, and it was adopted 5-0.

GENERAL ADMINISTRATION

Resolutions to Set the Minimum Salary for the County Attorney and County Sheriff

County Administrator Kevin Corbid presented two resolutions, each to set the minimum salary for the County Attorney and County Sheriff, for the term following the 2026 elections.

Commissioner Miron moved to adopt **Resolution No. 2026-005** as follows:

RESOLUTION TO SET THE MINIMUM SALARY FOR COUNTY ATTORNEY FOR TERM NEXT FOLLOWING

WHEREAS, Minnesota Statute 388.18, Subd. 2, provides that annually the County Board shall set by resolution the salary of the County Attorney and further provides that at the January meeting prior to the first date on which applicants may file for the office of the County Attorney, the County Board shall set by resolution the minimum salary to be paid to the County Attorney for the term next following.

NOW, THEREFORE, BE IT RESOLVED, that the minimum salary to be paid to the County Attorney for the term next following shall be \$168,022.

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.

Commissioner Cox moved to adopt **Resolution No. 2026-006** as follows:

**RESOLUTION TO SET THE MINIMUM SALARY FOR
COUNTY SHERIFF FOR TERM NEXT FOLLOWING**

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

WHEREAS, Minnesota Statute 387.20, Subd. 2(b) provides that at the January meeting prior to the first date on which applicants may file for the office of the County Sheriff, the County Board shall set by resolution the minimum salary to be paid to the County Sheriff for the term next following.

NOW, THEREFORE, BE IT RESOLVED, that the minimum salary to be paid to the County Sheriff for the term next following shall be \$168,022.

Commissioner Karwoski 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.

Federal Legislative Update

Deputy County Administrator Jan Lucke presented letters to U.S. Congressmembers Rep. Betty McCollum, Rep. Pete Stauber, Senator Amy Klobuchar, and Senator Tina Smith. The letters are to support appropriations advocacy for three county projects: County State Aid Highway 32 Pedestrian and Safety Improvement; Body-worn and Squad Car Cameras; and County Highway 18 and Settlers Ridge Parkway Reconstruction.

Commissioner Miron moved to send the four letters to the four Congress members, signed by the Board Chair on behalf of the Washington County Board. Commissioner Clasen seconded the motion, it was adopted 5-0.

Commissioner Miron moved to have staff draft a letter to Federal delegates, regarding the rumored ICE detention center in the City of Woodbury, to be brought to the next meeting for review. Commissioner Clasen seconded the motion, and it was adopted 5-0.

Supplemental Nutrition Assistance Program (SNAP) Recertification

County Administrator Kevin Corbid reported that the State of Minnesota has filed a request for a temporary restraining order expedited preliminary injunction, regarding the 30-day SNAP recertification request from the U.S. Department of Agriculture. Mr. Corbid reported that the state requested a hearing on January 9, and if this proceeds as scheduled, there will be more information to share after. The 30-day deadline on the recertification request is January 15.

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, Chair Bigham adjourned the meeting at 10:17 a.m.

BOARD WORKSHOPS WITH ADMINISTRATION

The board met in workshop session for a progress update on the 2024-2029 Countywide Strategic Plan. Present for the workshop were Commissioners Miron, Karwoski, Cox, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

The board met in workshop session to discuss a potential Land and Water Legacy Program conservation easement project on approximately 27 acres in Marine on St. Croix. Present for the workshop were Commissioners Miron, Karwoski, Cox, Bigham, and Clasen. Also present were Kevin Corbid, Jan Lucke, Jennifer Wagenius, outside agencies, and county staff.

Attest:

A handwritten signature in cursive script that reads "Kevin Corbid".

Kevin Corbid
County Administrator

A handwritten signature in cursive script that reads "Karla Bigham".

Karla Bigham
County Board Chair