



**Carver County Board of Commissioners
January 13, 2026
Board Meeting**

The County Board Room is open to the public

This meeting will be broadcast live at:
<https://youtube.com/@CarverCountyMN>

- 9:00 a.m. 1. **CONVENE**
- 1.1. Pledge of allegiance
- 1.2. Public comments that relate to an item on the agenda may be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.
- Individuals unable to attend in person can provide public comments by email at admin-contact@carvercountymn.gov
- 1.3. Agenda review and adoption
- 1.4. Approve January 6, 2026 minutes4-9
- 1.5. Community Announcements
- 9:20 a.m. 2. **CONSENT AGENDA**
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- 2.2. Brooks Ellingson (Timber Creek Golf Course) - Request for Large Scale Activity (CUP)16-22
- 2.3. Property Assessed Clean Energy (PACE) Program Joint Powers Agreement.....23-24
- 2.4. Delegated County Feedlot Grant Agreement.....25-26
- 2.5. HHS: 2026 Professional Service Agreement with Minnesota Mental Health Clinics for jail services27-28
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9:55 a.m.	6. WORK SESSION	
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UPCOMING MEETINGS AND EVENTS

January 15, 2026	5:00 p.m.	Highway 40 - Silver/Bevens Creek Open House (Public Works Headquarters, 11360 Highway 212, Cologne)
January 21, 2026	7:00 p.m.	Carver County Township Meeting Island View Golf Club (7795 Laketown Pkwy, Waconia, MN 55387)
January 27, 2026	9:00 a.m.	Board Meeting and Work Session
	12:00 p.m.	Joint Work Session with Scott County (Scott County Government Center, 200 4 th Ave. West, Shakopee)
February 17, 2026	9:00 a.m.	Board Meeting
February 24, 2026	9:00 a.m.	Board Work Session
March 2, 2026	2:00 p.m.	Carver Oaks Ribbon Cutting Event (Carver Oaks, 1595 Hartwell Dr. Carver, 55315)
March 10, 2026	9:00 a.m.	Board Meeting
March 17, 2026	9:00 a.m.	Board Meeting
March 24, 2026	9:00 a.m.	Board Work Session

Carver County

Board of Commissioners

Organizational Session Minutes
January 6, 2026

Commissioners Lisa Anderson, John P Fahey, Tim Lynch, Matt Udermann and Tom Workman met in session this day as required by law for organizational purposes for the year 2026.

The session was called to order by County Administrator, David Hemze, at 9:00 a.m. Administrator Hemze requested nominations for the 2026 Board Chair.

Matt Udermann nominated Tom Workman to serve as Chair of the Board of Commissioners for 2026, Tim Lynch seconded. Hearing no other nominations, Administrator Hemze closed nominations.

On vote taken to elect Tom Workman to serve as Chair of the Board of Commissioners for 2026, all voted aye.

Chair Tom Workman requested nominations for 2026 Vice Chair. Tom Workman nominated Tim Lynch as Vice Chair of the Board of Commissioners for 2026, Lisa Anderson seconded.

On vote taken to elect Tim Lynch as Vice Chair for 2026. all voted aye.

A two-minute recess was called to re-organize due to board changes.

Public Comments received from Hillary Patz, Chaska, Sarah Browne, Victoria, Ellie Krug, Victoria, Monique Lacroix, Chaska, Becky Varone, Chanhassen, Margaret Coldwell, Excelsior, Ken Ribe, Chanhassen, and Leslie Erickson, Chanhassen.

The following amendment was made to the agenda: Item 1.11, three new Advisory Committee applications received.

Lisa Anderson moved, John P Fahey seconded, to approve the agenda as amended. Motion carried unanimously.

Dave Hemze requested the Board adopt their 2026 Board Operating Rules.

Commissioner Udermann moved, to add three amendments to include, Commissioner Salary, not allowing expensing of commissioner home printer/cartridges and public participation limits of 3 minutes per person, no second received. Motion failed.

Public Comment received from Barbare Brooks, Waconia.

Lisa Anderson moved, and John P Fahey seconded, to approve the County Board Operating Rules as proposed, including updates to the county goal language and Section X.C regarding audience participation at County Board meetings. The motion also included

amendments to limit Commissioner Community Announcements to five minutes and to allow offsite or home technical support for Commissioners. The vote was three aye, Tom Workman, Tim Lynch, and John P Fahey and two nay, Matt Udermann and Lisa Anderson. The motion carried 3–2.

The Board considered their 2026 meeting schedule.

Tim Lynch moved, John P Fahey seconded, to approve the 2026 Board meeting schedule as presented. Motion carried unanimously.

Commissioners went into break at 10:37 a.m. and returned at 10:43 a.m.

John P Fahey moved; Tim Lynch seconded to approve the following AMC appointment:

Committee	2026 Appointee
Association of Minnesota Counties Board of Directors (District X)	Anderson, Alt. Fahey
AMC Environment & Natural Resources Policy Committee	Lynch
AMC General Government Policy Committee	Udermann
AMC Health & Human Services Policy Committee	Anderson
AMC Public Safety Policy Committee	Fahey
AMC Transportation Policy Committee	Workman

Motion Carried Unanimously.

John P Fahey moved, Tim Lynch seconded to approve the Carver County CDA liaison as Lisa Anderson and the alternate as John P Fahey with the removal of a second alternate. Motion carried 4-1, Matt Udermann nay.

Lisa Anderson moved, John P Fahey seconded to approve the Legislative Committee as Tom Workman and Tim Lynch with an alternate of John P Fahey. Motion carried 4-1, Matt Udermann nay.

John P Fahey moved, Tim Lynch seconded to approve the MELSA board as Lisa Anderson and the Alternate as John P Fahey. Motion carried unanimously.

Tim Lynch moved; John P Fahey seconded to approve the following committee appointments:

Committee	2026 Appointee
CAP Agency Board of Directors	Anderson, Alt. Udermann
Carver County Arts Committee	Udermann and Workman
Carver County Family Resource Center (FRC)	Anderson, Alt Workman

Community Leaders (Eastern)	Udermann, Alt Anderson
Courts Committee	Fahey & Workman, Alt. Lynch
County's Strategic National Stockpile (SNS) Requestor	Workman, Hemze, Richard Scott
Fair Board	Lynch, Liaison, Alt. Fahey
Hennepin Carver Workforce Development Board	Workman, Alt TABLED
Historical Society Committee	Workman, Alt Udermann
Health Insurance LMC	Udermann, Alt. Workman
Joint Ditches:	
Joint Ditch #1	Fahey, Anderson & Udermann
Joint Ditch #2	Fahey, Anderson
Joint Ditch #3A	Fahey
Joint Ditch #4	Fahey, Lynch & Workman
Joint Ditch #5	Fahey, Lynch & Udermann
Joint Ditch #7	Fahey, Anderson, Lynch & Udermann
Joint Ditch #15	Fahey, Anderson, Lynch & Udermann
Joint Ditch #21	Fahey, Anderson, Lynch & Workman
Joint Ditch #22	Fahey, Lynch & Udermann
Joint Ditch #24	Fahey, Anderson & Lynch
Joint Ditch #28	Fahey
Joint Ditch #33	Fahey
Law Library Board	Anderson
Library Board	Anderson Liaison, Alt. Udermann
Lower Minnesota River Watershed	Anderson, Alt Udermann
MCIT Voting Delegates	Hemze, Alt Sonja Wolter
Mental Health Advisory Committee	Anderson, Alt. Udermann
Metropolitan Emergency Services Board	Workman
Metropolitan Emergency Services Executive Board	Workman, Alt Fahey
Metropolitan Emergency Services Radio Technical Operations Committee	Susan Bowler Alt. Benjamin Rutter
Metropolitan Emergency Services 911 Technical Operations	Susan Bowler Alt. Benjamin Rutter
Metropolitan Solid Waste Planning Group	Workman
Minnesota Inter-County Association	Fahey and Workman
Minnehaha Creek Watershed District	Workman Liaison, Alt. Udermann
Minnesota Extension Committee	Lynch, TABLED
Minnesota Valley Regional Rail Authority	Fahey, Alt. Workman
Mobility Management Board (SmartLink)	Fahey
Mosquito Control District Executive	Anderson

Board	
Mosquito Control District	Anderson & Fahey
Park Commission	Lynch, Liaison, Alt. Udermann
Planning Commission	Fahey, Alt. Lynch
Regional Hauler Licensing Board	Workman, Alt. Lynch
Riley-Purgatory-Bluff Creek Watershed	Workman & Anderson Liaisons
Southwest Corridor Transportation Coalition	Workman & Udermann, Alt Fahey
State CHS Advisory Committee (SCHSAC)	Richard Scott, Alt. Fahey
Transportation Advisory Board – TAB	Workman, Alt. Fahey
Water Management Organization	Lynch, Alt. Fahey

Tim Lynch moved, John P Fahey seconded to nominate and appoint Jeff Thompson to District 2, Gerald Bruner to District 4, Scott Selken to District 5, and Steve Washburn to the At Large opening on the Board of Adjustment. Motion carried unanimously.

Tom Workman moved, Tim Lynch seconded to nominate and appoint Gretchen Opprieht de Garcia to represent District 2 on the Community Development Agency (CDA). Motion carried unanimously.

Library Board vacancies have been tabled.

Lisa Anderson moved, John P Fahey seconded to nominate and appoint Kayla Pascoe to represent a mandated position on the Mental Health Advisory Committee. Motion carried unanimously.

Matt Udermann moved, Lisa Anderson seconded to nominate and appoint Ryan Brickman to represent District 2, Robin Bielefeldt to represent District 3 and Patti Dietzel to represent District 5 on the MN Extension Committee. Motion carried unanimously.

Tim Lynch moved, John P Fahey seconded to nominate and appoint Jenn Brewington to District 2, Wayne Trapp to District 4 and Reid Welch to represent the At Large opening on the Park Commission. Motion carried unanimously.

Tom Workman moved, John P Fahey seconded to nominate and appoint Joseph Polunc to District 2 and Andrew Steinhagen to District 5 on the Planning Commission. Motion carried unanimously.

John P Fahey moved, Tim Lynch seconded to nominate and appoint Kayle Pascoe to Carver Creek on the Water Management Organization (WMO). Motion carried unanimously.

Lisa Anderson moved, John P Fahey seconded to nominate and appoint Kyle Bakkum to the Lower MN Watershed District. Motion carried unanimously.

Tim Lynch moved, Matt Udermann seconded, to approve the minutes from the

December 16, 2025, Regular Session. Motion carried unanimously 3-0.

Lisa Anderson moved, Tim Lynch seconded, to approve the following consent agenda:

Approved issuing a Premise permit to Waconia Lions Club located at Green Fox Grille. 7795 Laketown Pkwy, Waconia MN 55387.

Accepted the bid for the Waconia Patriot for the 2026 legal publications and/or notices at \$5.25 per column inch, resolution 1-25. This includes Publication of notices and lists of delinquent real estate taxes, Publication of official proceedings of the Carver County Board of Commissioners, First publication of financial statement, Second publication of financial statement and Publication of equalization proceedings of Carver County Board of Commissioners.

Approved the 2026 Joint Powers Agreement with SWCD for continued participation in and administration of group insurance benefits.

Approved the 2026 Joint Powers Agreement with CDA for continued participation in and administration of group insurance benefits.

Approved a Joint Powers Agreement with Scott County for cost-sharing of traffic analysis services in support of the Southwest Metro River Crossing Flood Resiliency Study, and to authorize the County Administrator and County Board Chair to execute the agreement, pending finalization of the contract review process.

Approved a Professional Services Agreement with Alliant Engineering, Inc. in the amount of \$65,229 for Stormwater Erosion Control Inspection Services on 2026 Carver County Construction Projects, pending finalization of the contract review process.

Approved a professional services contract with Patchin Messner Valuation Services for eminent domain valuation appraisal services in support of the Highway 18 Project – Arboretum Area, in an amount not to exceed \$65,600, pending finalization of the contract review process.

Approved a grant agreement with the U.S. Department of Transportation and authorize the County Engineer to execute the agreement under the Fiscal Years 2025-26 Rural Surface Transportation Grant Program for the Highway 5 Improvement Project on behalf of Carver County, pending finalization of the contract review process.

Approved renewal of the Watertown police contract, which will include an additional contract licensed Deputy Sheriff 1.0 FTE in the Carver County Sheriff's Office beginning September 2026.

Approved renewal of the policing contract, including an increase of contracted Community Service Officer hours, resulting in a FTE increase from 0.40 FTE Community Service Officer to 0.65 FTE Community Service Officer.

Reviewed December 19, 2025, Community Social Services' actions/Commissioners' warrants in the amount of \$632,108.06; reviewed December 23, 2025, Community Social Services' actions/Commissioners' warrants in the amount of \$352,305.35 and reviewed

December 31, 2025, Community Social Services' actions/Commissioners' warrants in the amount of \$290,171.58.

Motion carried unanimously.

Tim Lynch moved, John P Fahey seconded, to recess as the County Board and convene as the Carver County Regional Rail Authority. Motion carried unanimously.

Tim Lynch moved, Lisa Anderson seconded, to appoint Tom Workman as Chair, Tim Lynch as Vice Chair and John P Fahey as Secretary/Treasurer of the Carver County Regional Authority. Motion carried unanimously.

Tim Lynch moved, John P Fahey seconded, to adjourn as the Carver County Regional Rail Authority and reconvene as the County Board. Motion carried unanimously.

COUNTY ADMINISTRATOR REPORT – Dave Hemze, reminder that you'll be receiving calendar alerts for all confirmed Board meeting dates. Additionally, please note that there is a Joint Board Work Session with Scott County scheduled for January 27 to discuss Transit and the Lower Minnesota Watershed, among other topics.

Lisa Anderson moved, Tim Lynch seconded, to adjourn the Board Organizational Session at 11:28 a.m. Motion carried unanimously.

Dave Hemze
County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Karl Gerber - Request for Essential Service - Wireless Communications Monopole (CUP)

RBA Number: 2025-2580

Department: Public Services - Land Management

Contact: Jason Mielke, Land Use Manager, 952-361-1817

Presenter:

Contract Name & Number:

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

File #PZ20250051. On December 16, 2025, the Carver County Planning Commission unanimously voted (5-0) to recommend approval of the Conditional Use Permit (CUP) application submitted by Karl Gerber on behalf of Vertical Bridge The Towers, LLC. The request is to operate an essential service—a wireless communications monopole—on approximately 17.38 acres in Section 27, Waconia Township.

The applicant proposes to construct a 199-foot-tall private communications monopole.

The monopole would serve Verizon Wireless and up to two additional future tenants to improve cell coverage for area residents. It would include three antennas near the top of the structure to provide the desired network range. The monopole would be located within a 50-foot by 50-foot fenced area and meet all setback requirements:

- More than 50 feet from all property lines.
- At least the tower height plus 10 feet from any structure on adjacent properties existing at the time of application.

The applicant submitted site plans, tower elevation drawings, and draft construction

plans to demonstrate compliance with Carver County Zoning Code standards and other applicable local, state, or federal requirements.

For the County Board's consideration, a Township Location Map and the Planning Commission's Resolution are attached. The full staff report from the December 16, 2025, Planning Commission meeting is available for review at: [Planning Commission Meeting - Carver County - CivicClerk](#)

Action Requested:

A motion to adopt the Findings of Fact and issue Order #PZ20250051 for the issuance of a Conditional Use Permit.

Fiscal Impact:

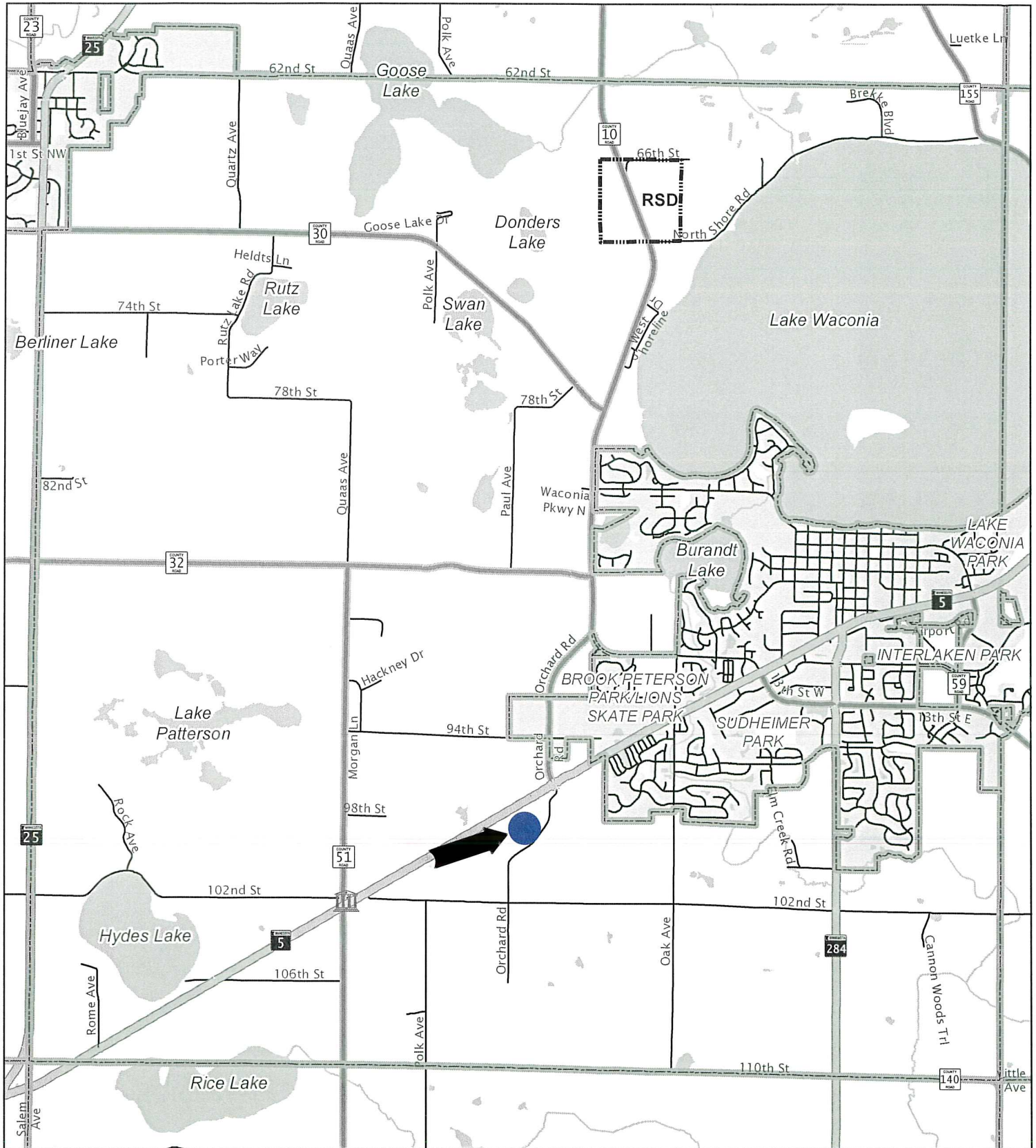
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

1. (1) Waconia Township Location Map
2. (2) CU-PZ20250051- PLC Resolution - Signed

WACONIA TOWNSHIP



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

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**COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION**

FILE #: PZ20250051

RESOLUTION #: 25-19

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

FILE #: PZ20250051

APPLICANT: Karl Gerber (on behalf of Vertical Bridge The Towers, LLC)

OWNERS: Patrick A. Butler and Jayne M. Butler

SITE ADDRESS: 9975 Orchard Road, Cologne, MN 55322

PERMIT TYPE: Essential Service - Wireless Communications Monopole

PURSUANT TO: County Code, Chapter 152, Sections § 152.050, 152.052, and 152.056

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 09-685-0080

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of December 16, 2025; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Patrick Butler and Jayne Butler own an approximately 17.38-acre parcel (Northwood Park Outlots A and B) located in the West Half (W½) of the Southwest Quarter (SW¼) in Section 27, Waconia Township. The property is currently improved with an existing home and two accessory structures. The site is in the Agriculture Zoning District and within the Carver County Water Management Organization (CCWMO) - Carver Creek Watershed.
2. The applicant, Karl Gerber, is requesting a Conditional Use Permit (CUP) to construct a 199-foot-tall private telecommunications monopole for Verizon Wireless and two future carriers on the subject property. This request is made pursuant to Sections 152.050, 152.052, and 152.056 of the Carver County Zoning Code.
3. The submitted project narrative (dated November 13, 2025) states that the purpose of the monopole and its proposed location is to:
"...help provide better cell coverage to the area's residents" and "In addition, the proposed site is ideal for a cell tower because it does not infringe on the adjacent parcels' homes, yet it is close enough to residential areas to provide enhanced service to substantial numbers of area residents. Additionally, the tower will also provide better coverage for people traveling on Highway 5 and other roads in the area."
4. The Overall Site Plan, Tower Elevation, Enlarged Site Plan, and Construction Details Plans (all dated August 14, 2025) illustrate the proposed 199-foot monopole, to be located northwest of Orchard Road within a 100-foot x 100-foot lease area. The plan includes a 12-foot-wide gravel drive and parking area. The proposed fenced area would be 50 feet x 50 feet. In addition to the monopole, the site would include a Verizon Wireless generator and equipment cabinets. The tower elevation indicates that Verizon antennas would be mounted, with space reserved for two additional future carrier antennas and equipment, in conformance with County Zoning Code requirements that the site be designed to accommodate at least three tenants.

The monopole would be set back 110 feet from the eastern side property line, which complies with zoning standards requiring a minimum 50-foot setback from all property lines. Additionally, the tower meets the required 209-foot setback (tower height plus 10 feet) from structures on adjacent properties.

5. The Site Grading, Erosion, and Landscape Plan (dated August 14, 2025) illustrates 25 proposed Black Hills Spruce trees, each to be planted at a height of six feet, located outside of the fenced leased area. This planting plan complies with the Zoning Code requirement 152.056(D)(7), which states that screening and landscaping shall be utilized to blend within the surrounding environment.
6. The Fence Details Plan (dated August 14, 2025) depicts a six-foot-tall chain-link fence with fabric, topped by a one-foot section of barbed wire, and includes a locked gate. This design conforms with Zoning Code regulations, which require a minimum six-foot-high fence or barrier with a locked gate.
7. The Site Signage Details Plan (dated August 14, 2025) shows six signs and their locations on the fence. Warning and equipment information signage, as required by the manufacturer or by federal, state, or local authorities, is permitted in accordance with Zoning Code regulations.
8. The MIN Sparrow Before and After Plots (dated October 8, 2025) illustrate wireless coverage within 1.5 miles and 5 miles of the site before and after installation of the monopole. On the maps, blue areas indicate strong signal strength, yellow areas indicate moderate signal, and red areas indicate weak signal. As noted in the applicant's narrative, there is a significant coverage gap in this area, and no existing approved towers or structures within 1.5 miles of the proposed site.
9. The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:
 - Structure: Antenna Tower US-MN-5159 SPARROW
 - Location: cologne, MN
 - Latitude: 44-49-27.49N NAD 83
 - Longitude: 93-49-37.19W
 - Heights: 981 feet site elevation (SE)
 - 199 feet above ground level (AGL)
 - 1180 feet above mean sea level (AMSL)

In a letter received from the FAA (dated December 12, 2024), the Aeronautical Study No. 2024-AGL-15275-OE revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

- *"Emissions from this site must be in compliance with the parameters set by collaboration between the FAA and telecommunications companies and reflected in the FAA 5G C band compatibility evaluation process (such as power, frequencies, and tilt angle). Operational use of this frequency band is not objectionable provided the Wireless Providers (WP) obtain and adhere to the parameters established by the FAA 5G C band compatibility evaluation process. **Failure to comply with this condition will void this determination of no hazard.**"*
- *"Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/lighting are accomplished on a voluntary basis, we recommend it be installed in accordance with FAA Advisory circular 70/7460-1 M Change 1."*

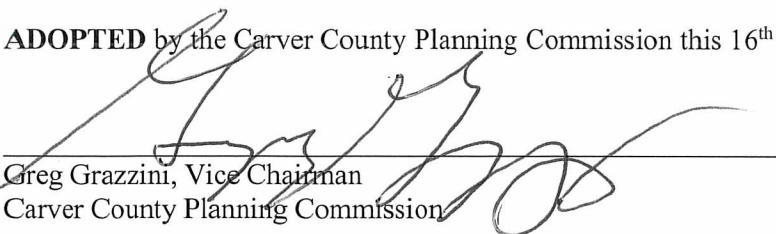
10. The application materials were forwarded to Abigail Ernst, Water Resources Program Analyst, with Carver County Water Management Organization for review. In an email dated November 25, 2025, she stated that an Erosion and Sediment Control Permit would be required because the monopole project area is located within 50 feet of the wetland.
11. The submitted CUP materials were sent to the City of Waconia for review. As of the date of this staff report, the City of Waconia has not provided any comments on the application.
12. The Waconia Township Board reviewed the request at their November 24, 2025, meeting and recommended approval. Staff received the Recommendation Form signed on December 14, 2025.

13. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of the Conditional Use Permit application to construct a 199-foot-tall private telecommunications monopole on the property legally described in Exhibit A. The following conditions should be considered part of the permit:

1. The permit is subject to administrative review. Any change in ownership, operations, or operator shall trigger a review by the Land Management Department to determine whether an amendment or similar action is necessary. Proposed owners and/or operators are encouraged to contact the Land Management Department as early as possible in the timeline of the proposed change.
2. All structures used in conjunction with telecommunications operations shall meet the applicable requirements of the Carver County Zoning Code, the State Building Code, and Telecommunications Industry Association standards (TIA-222, as amended). All required building permits shall be obtained prior to construction. The tower shall be designed and located in accordance with the approved site plans. The construction of any new structures may require an amendment to the permit.
3. Any stormwater management, grading, or filling activity on the property shall comply with the regulations of the Carver County Water Management Organization (CCWMO) and the Wetland Conservation Act (WCA), if applicable. Required reviews and approvals must be obtained prior to issuance of construction and/or building permits. The applicant must apply for an Erosion and Sediment Control Permit.
4. The permittee shall comply with all applicable Federal Aviation Administration (FAA) requirements and stipulations.
5. The permittee shall obtain all required Federal Communications Commission (FCC) licenses and approvals.
6. No advertising or identification intended to be visible from the ground or other structures is permitted, except for warning signs and equipment information required by the manufacturer or by Federal, State, or local authorities.
7. The permittee is responsible for complying with all applicable Federal, State, and local rules, regulations, and permitting requirements.

ADOPTED by the Carver County Planning Commission this 16th day of December 2025.



Greg Grazzini, Vice Chairman
Carver County Planning Commission



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Brooks Ellingson (Timber Creek Golf Course) - Request for Large Scale Activity (CUP)

RBA Number: 2025-2581

Department: Public Services - Land Management

Contact: Donovan Hart, Senior Planner, 952-361-1815

Presenter:

Contract Name & Number:

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

File #PZ20250052. On December 16, 2025, the Carver County Planning Commission unanimously voted (5-0) to recommend approval of a Conditional Use Permit (CUP) application submitted by Brooks Ellingson, owner of Timber Creek Golf Course. The golf course occupies approximately 146 acres in Section 12, Watertown Township.

Established 40 years ago, the current owner seeks to amend the existing CUP (#6088) to:

- Expand the operational area to include an additional parcel for a driving range
- Extend the operating season from March 1 to December 15 (with occasional winter golfing).
- Extend the daily hours - Increase daily operating hours from 5:00 AM to 10:00 PM.
- Expand allowable staff to 30 employees.
- Construct site improvements, including a new pole barn for golf cart storage and an enlarged parking lot. (i.e., Enlarge the driving range area, increase parking capacity to 99 vehicles, construct an approximately 6,000-square-foot pole barn for golf cart storage, and implement a renovation plan to improve fairways and greens.)

The Watertown Township Board recommended approval of the CUP request and passed a resolution affirming that golf course use is consistent with the Township section of the County Comprehensive Plan, as required by the Zoning Code.

For the County Board's consideration, a Township Location Map and the Planning Commission's Resolution are attached. The staff report from the December 16, 2025, Planning Commission meeting is available for review at: [Planning Commission Meeting • Carver County • CivicClerk](#)

Action Requested:

A motion to adopt the Findings of Fact and issue Order #PZ20250052 for the issuance of a Conditional Use Permit.

Fiscal Impact:

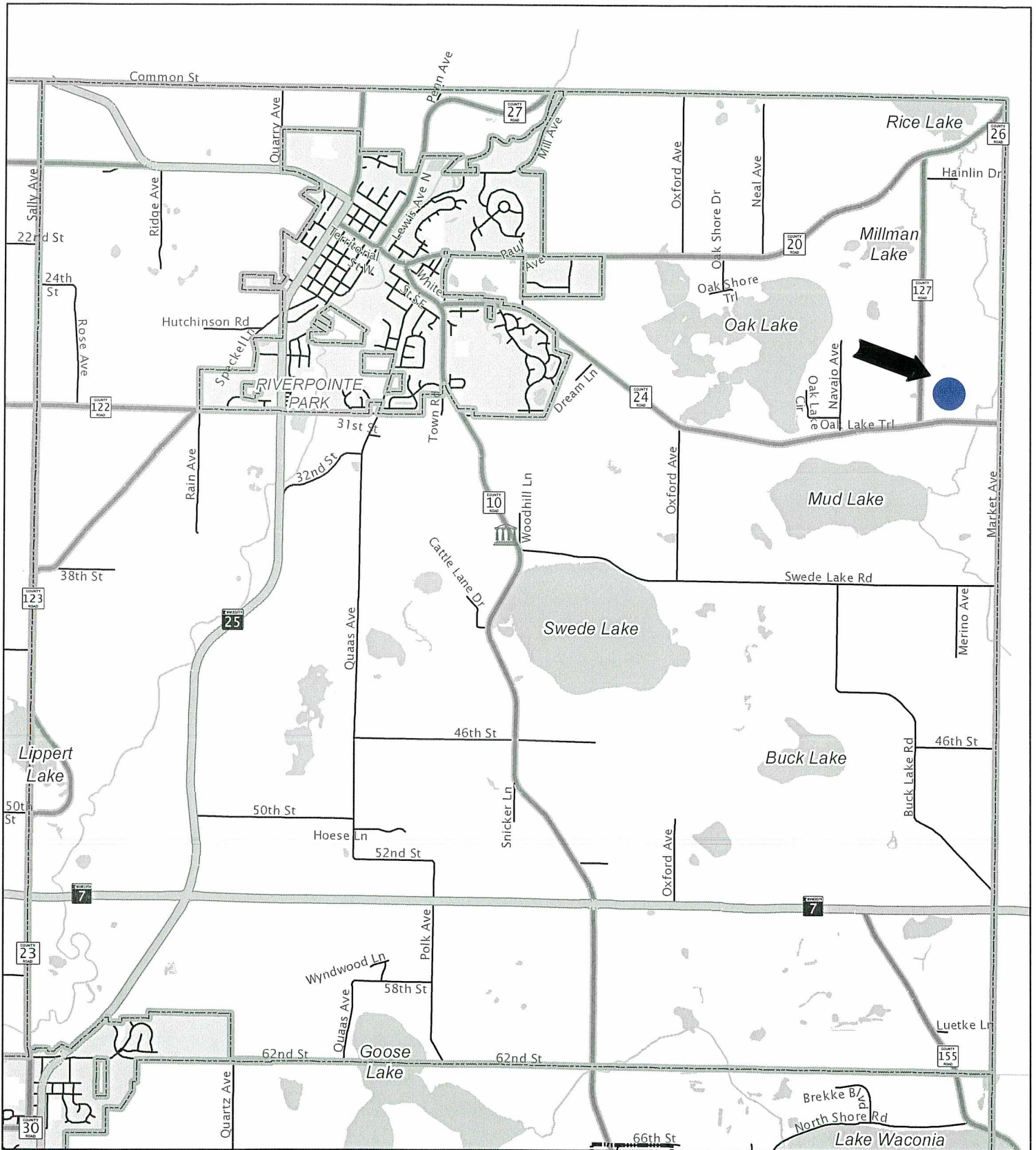
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

1. Watertown Township Location Map
2. CU-PZ20250052 - PLC Resolution-signed

WATERTOWN TOWNSHIP



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



Map Created by Carver County GIS

**COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION**

FILE #: PZ20250052

RESOLUTION #: 25-20

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

FILE #: PZ20250052

APPLICANT: Brooks Ellingson (WJVA Inc.)

OWNER: Brooks Ellingson (WJVA Inc.)

SITE ADDRESS: 9750 County Rd 24, Watertown MN 55388

PERMIT TYPE: Large Scale Activity (Golf Course)

PURSUANT TO: County Code, Chapter 152, Section 152.080 (C)(5)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCELS #: 10-012-1200, 10-012-1250, 10-012-1400

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of December 16, 2025; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Brooks Ellingson (WJVA Inc.) owns approximately 146.44 acres of land located in the Southeast Quarter (SE¼) of Section 12, Watertown Township. The subject property is located at the intersection of County Roads 24 and 127. The property is improved with an 18-hole golf course (Conditional Use Permit – CUP #6088), a combination clubhouse/pro shop, a parking lot, and several large sheds for equipment storage, supplies, and repair activities. The site is located in the Agriculture Zoning District and within the Shoreland District of a DNR-protected watercourse, as well as the Carver County Water Management Organization (CCWMO) - Crow River Watershed. The golf course property currently includes three parcels with individual PID numbers.
2. Mr. Ellingson proposes to renovate the golf course property and expand the operational area. The proposal includes extending the golfing season and daily operating hours, increasing the maximum number of employees, expanding the parking lot, constructing a 6,000-square-foot shed to house electric golf carts, and conducting regular golf course maintenance and site improvements without the need for administrative grading/filling permits issued by the County Land Management Department. No change in use is proposed.
3. In 1985, Variance #7042 was issued to permit a Large-Scale Activity land use on an operational area characterized by an excessive amount of prime agricultural soils under till. Subsequently, CUP #6088 was approved to authorize the initial operation of the golf course, and CUP #7136 was later issued to modify the original site plan. The application by Timber Creek Golf Course for a Conditional Use Permit (CUP) is pursuant to Sections 152.080 of the Zoning Code.
4. The existing CUP for the property (#6088) describes the permitted operations for the Timber Creek Golf Course. The approved golf course season extends from April 1 to November 15, with daily hours of 6:00 AM to 9:30 PM. Up to eight employees are permitted to oversee operations of the 18-hole golf course, pro shop, maintenance facilities and structures, the irrigation and water supply system, and the clubhouse with snack bar, along with other appurtenant activities. Proof of liability and workers' compensation insurance is required, and the permit is subject to annual review. The subsequent CUP amendment (#7136) reflects a revised site plan that includes a parking lot and club house surrounded by tees and greens.
5. The 2040 Comprehensive Plan identifies "Large-Scale Activities with Unique Land or Location Needs" (LU-21) as potential land uses. Golf courses are specifically cited as an example of a large-scale activity "that requires a relatively large area for low-intensity land uses." The Comprehensive Plan further notes that these types of land uses "are of a

nature that substantial topographic changes are not required and structures are limited to clubhouses, maintenance buildings, and accessory structures.”

According to the Carver County Zoning Code, golf courses “will be permitted only in those townships where the township comprehensive plan states that the use is a compatible and desirable use within the township.” Consistent with this policy, the 2040 Comprehensive Plan, Watertown Township Policy LU-3, states: “Watertown Township recognizes golf courses as a compatible and desirable land use within the Township.”

6. The submitted CUP narrative (dated November 21, 2025) includes a list of proposed permit changes:
 - *Expand the operational area to include an additional parcel for an improved driving range (PID 10-012-1250)*
 - *Extend the operating season (March 1 to December 15, with occasional winter golfing)*
 - *Extend the peak season daily operating hours (5:00AM to 10:00PM)*
 - *Increase the maximum number of peak season employees to 30*
 - *Allow for the future expansion of the parking area to accommodate a total of about 99 vehicles*
 - *Allow for the construction of an approx. 6,000 sq. ft. pole barn for golf cart storage*
 - *Pursue a green, tee, fairway and bunker renovation plan that will involve importing about 4,200 cubic yards of material to the property*
 - *Ability to do routine golf course maintenance and site improvements involving more than 400 cubic yards of material and less than 10,000 cubic yards without a Land Management Department administrative permit.*

The narrative also identifies the main improvements on the property as:

- A 4,500-square-foot clubhouse/pro shop.
- A 3,300-square-foot structure for cold storage.
- A 2,600-square-foot structure used for equipment repair.
- A 1,500-square-foot structure for storage of equipment and supplies.
- A 79-space parking lot.

Public vehicle access to the property is from Co Rd 24, with a separate worker vehicle entrance on Co Rd 127. During peak golf season, approximately 300-400 cars enter and exit the property daily. There are about two food deliveries and one beverage delivery per week. The operations plan does not include any scheduled special events.

7. The Site Plan (dated November 24, 2025) illustrates the existing golf course layout and the locations of the proposed golf cart storage, parking lot expansion, and clubhouse/pro shop. A bold blue line delineates the outer boundary of the three parcels that constitute Timber Creek’s operational area.
8. In addition to the proposed golf cart storage shed and an approximately 60-foot by 135-foot parking lot expansion, the narrative describes construction activities for renovating the golf course playing area. Mr. Ellingson plans on relocating 8 to 10 greens; reshape, level, and re-grass tee boxes and fairways; replace old drain tile; and adjust eight golf holes to improve playability and golfer safety. The golf course would be closed to play during construction, which is expected to last four to six months. A wetland delineation for the property has already been approved. The Renovation Plan document (dated May 9, 2025) illustrates the changed locations of fairways and greens.
9. One of the conditions for a Large-Scale Activity golf course is that “there must be adequate fencing to deter trespassing on adjacent property.” The submitted narrative reports that only a small portion of the golf course boundary is fenced. The applicant notes that the fairways are designed, or are in the process of being renovated, to minimize golf ball intrusion onto the properties of three neighboring residences, thereby discouraging players from entering adjacent private property.

There have been no reported instances of golfer trespass on neighboring properties, indicating that the current fencing appears adequate. The Carver County Zoning Code also provides that “any of the above requirements may be waived by the County Board for golf courses existing at the time of adoption of the subdivision or for golf courses that were once in existence and are being reactivated.” The original CUP did not require fencing, and this situation appears to be an appropriate instance in which the requirement may be waived.

10. Because no existing or proposed structures are located in the shoreland area, the Environmental Services Department does not require a septic report to be conducted.
11. The subject property is located within the jurisdiction of the Carver County Water Management Organization (CCWMO). In an email dated December 2, 2025, Abigail Ernst, Water Resources Program Analyst, provided the following comments:

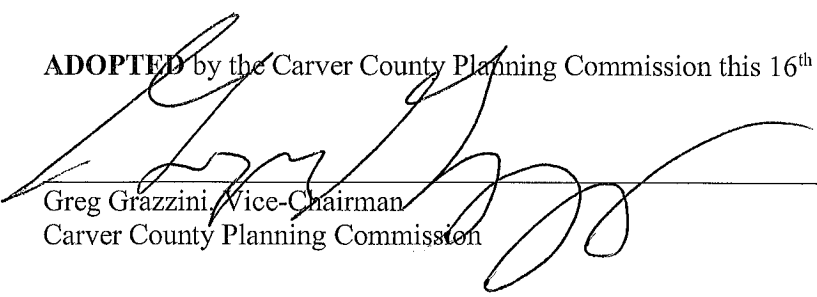
"The applicant will need to apply for an erosion control permit and we will need a final accounting of the impervious added. I don't believe they will pass the acre threshold based on the pole barn and parking lot expansion, but we will need to document as they add on so if they do cross the acre threshold, stormwater treatment will be needed. It looks like the impervious on site currently was added pre-2002. Additionally, the ESC permit will help us understand the redesign more clearly so we can see if there are any impacts to any of the historical wetlands. Regardless of if there are impacts, we will request a no loss application if there are any changes to the incidental wetlands found during the delineation, for record keeping purposes."
12. In an email dated December 4, 2025, Drew Pflaumer, Transportation Planner for Carver County Public Works, indicated that Public Works has no comments on the CUP proposal.
13. In an email dated November 26, 2025, Taylor Huinker, MN DNR Watershed Specialist, following review of the application, stated: "My only comment would be for the applicant to know that any work in the wetland or stream adjacent to the golf course would be subject to DNR regulation."
14. Consistent with State Statute, which allows neighboring jurisdictions the opportunity to comment, the Land Management Department informed the City of Minnetrista of the land use application because the property is within the two-mile radius of the municipality. In an email dated December 1, 2025, David Abel, Community Development Director, wrote: "Thanks for sharing the information. All good from our standpoint!"
15. The Land Management Department received an email dated December 2, 2025, from Steve Washburn of 3186 Market Avenue expressing support for the Timber Creek application.
16. At their December 1, 2025, meeting, the Watertown Township Board reviewed the CUP request and recommended approval. In addition, consistent with county zoning code requirements, the Township Board approved Resolution #12/01/2025 affirming that Timber Creek Golf Course is in conformance with the Comprehensive Plan.
17. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of Conditional Use Permit application for the operation and expansion of the golf course as a Large-Scale Activity (Golf Course) on the property described in the attached Exhibit A, the previous CUPs (#6088 and #7136) would be terminated upon final approval (and recording) of the new CUP (#PZ20250052). Accordingly, CUP #PZ20250052 would supersede any prior approvals. The following conditions should be considered part of the permit:

1. The permit is subject to administrative review. Any change in ownership, operations, or operator shall trigger a review by the Land Management Department to determine whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact the Land Management Department as early as possible in the timeline of the proposed change.
2. Operations shall be substantially in accordance with the submitted CUP narrative (dated November 21, 2025), Site Plan (dated November 24, 2025), and Renovation Plan (dated May 9, 2025). In addition to the course improvements outlined in the Renovation Plan, only the expansion of the parking lot and the construction of the golf cart storage shed are allowed under this permit. Hours of operation are 5:00 AM to 10:00 PM daily from March 1 through December 15, with occasional winter golfing. The maximum number of employees during the peak golfing season is 30.

3. Due to ongoing maintenance and site improvements that regularly involve moving or importing materials in excess of 400 cubic yards, the permittee is allowed to conduct these activities without an administrative fill or grading permit from the Land Management Department. If the cumulative amount of material exceeds 10,000 cubic yards during a single construction season, a Conditional Use Permit is required prior to initiation of construction activities. All projects shall obtain any required CCWMO permits and comply with all CCWMO and DNR regulations.
4. Given the apparent adequacy of existing boundary fencing and fairway/green configuration, which appear to deter golfers from trespassing onto neighboring property, the permittee is not required to install additional fencing unless circumstances change and the Land Management Department determines fencing is necessary.
5. Any stormwater management, grading, and/or filling activity on the property shall be completed in accordance with the regulations of the Carver County Water Management Organization (CCWMO) and the Wetland Conservation Act (WCA). Review and approvals are required prior to the issuance of construction or building permits, if applicable.
6. All structures used in conjunction with the golf course operation shall meet the applicable requirements of the Carver County Zoning Code, State Building Code, and applicable Fire Code. Any required building permits shall be applied for and issued prior to construction.
7. Prior to the issuance of any building permits, the permittee shall submit and obtain approval of a subsurface sewage treatment system (SSTS) consistent with the proposed level of usage and in compliance with Chapter 52 - Subsurface Sewage Treatment System (SSTS) regulations.
8. The permittee shall comply with all access permits and any access improvements required by Carver County Public Works. No public parking shall be allowed along County Roads 24 and 127.
9. The permittee is responsible for obtaining and complying with all appropriate permits from the Department of Health, Department of Agriculture, and any required food service permits, if applicable.
10. The permittee shall comply with all conditions of Chapter 50: Solid Waste Management of the Carver County Code of Ordinances, including the storage and disposal of solid waste materials.
11. The permittee shall submit a Certificate of Workers' Compensation Insurance to the Land Management Department annually. The insurance shall be maintained for the duration of the CUP.
12. The permittee shall comply at all times with County standards as detailed in Chapter 152 – Zoning Code, Chapter 154 – Sign Regulations, Chapter 52 – Subsurface Sewage Treatment System (SSTS) regulations, the Minnesota State Building Code, and all other applicable local, state, and federal regulations.

ADOPTED by the Carver County Planning Commission this 16th day of December 2025.



Greg Grazzini, Vice-Chairman
Carver County Planning Commission



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Property Assessed Clean Energy (PACE) Program Joint Powers Agreement

RBA Number: 2025-2599

Department: Public Services - Environmental Services

Contact: Brad Hanzel, Environmental Services Manager -
Government Center, 952-361-1805

Presenter:

Contract Name & Number: 25-506

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

In 2010, Minnesota launched the Commercial Property Assessed Clean Energy (C-PACE) program to help businesses finance energy efficiency improvements through low-interest loans repaid via property tax assessments. The Saint Paul Port Authority, operating as MinnPACE, administers the program and establishes joint powers agreements (JPAs) with local governments to authorize assessments. Carver County signed a JPA with the Port Authority on September 15, 2015 and is currently overseeing loan activity for 9 projects. A C-PACE program overview was presented to the County Board at the October 7, 2025 meeting. County and MinnPACE staff are recommending minor updates to the existing JPA to reflect current MN Statutes and recent program changes.

Action Requested:

Motion to approve the Joint Powers Agreement between Carver County and the Saint Paul Port Authority, and to authorize the County Administrator and County Board Chair to execute the agreement, subject to final approval through the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Carver County Property Tax has implemented a process for conducting property assessments, with settlements coordinated by Finance and Environmental Services. While the process requires staff time from County departments, it does not result in any additional cost to the County.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Delegated County Feedlot Grant Agreement
RBA Number: 2025-2600
Department: Public Services - Environmental Services
Contact: Brad Hanzel, Environmental Services Manager -
Government Center, 952-361-1805
Presenter:
Contract Name & Number: 25-646
Meeting Date: January 13, 2026
Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Carver County has operated a feedlot inspection and enforcement program under delegation from the Minnesota Pollution Control Agency (MPCA) since 1978. The MPCA provides funding to support county activities such as inspections, permitting, education, and enforcement. Funding levels are determined by the number of feedlots in the county and a performance credit that allocates additional funds based on level of effort. The county is required to provide matching funds for the base grant amount.

Payment amounts will be distributed in accordance with Minn. Stat. § 116.0711. Based on prior disbursements, Environmental Services staff included \$30,000 in feedlot grant funding, along with the required county matching funds, in the 2026 Environmental Services budget. Over the four-year term of the agreement, staff estimates the county will receive approximately \$120,000.

As a condition of the grant, each delegated county must prepare a two-year Delegation Agreement Work Plan outlining strategies and goals for administering and implementing the feedlot program. The 2026–2027 Work Plan was approved by the County Board on December 16, 2025.

Action Requested:

Motion to approve the 2026–2029 Delegated County Feedlot Grant Agreement with the Minnesota Pollution Control Agency and authorize the Assistant County Administrator to sign the agreement on behalf of the County, subject to final approval through the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
Grant Revenue	\$120,000.00
County Match	\$52,500

Related Fiscal/FTE Comments:

Payment amounts will be distributed according to MN Statute. Based on previous disbursements, staff included \$30,000 for Feedlot funding in the 2026 Environmental Services budget. Over the four-year term of the grant agreement, staff estimates the County will receive approximately \$120,000 in Feedlot grant funding. The County is required to match a percentage of the grant funding with in-kind contributions, including salaries, program costs and overhead. Staff estimates the total required match to be approximately \$52,500 over the term of the agreement.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: HHS: 2026 Professional Service Agreement with Minnesota Mental Health Clinics for jail services

RBA Number: 2025-2592

Department: Health & Human Services

Contact: Richard Scott, Deputy Division Director, 952-361-1320

Presenter:

Contract Name & Number: Contract # 25-636; 2026 PSA with MN Mental Health Clinics for Psychiatric NP Services

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Carver County Health and Human Services wishes to contract with Eagan Counseling Clinic, doing business as Minnesota Mental Health Clinics (MMHC) for Psychiatric Mental Health Nurse Practitioner (PMHNP) services for individuals housed at the Carver County jail. Services will include, but not be limited to, the provision of comprehensive psychiatric evaluation, diagnosis, and medication management services for inmates. All services will be delivered via tele-psychiatry, with no in-person visits provided under this agreement. The PMHNP will collaborate with correctional nursing in the jail, Carver County Health and Human Services staff, and other medical and mental health providers, to ensure timely, coordinated, and appropriate care for inmates experiencing mental health challenges. The primary focus of this role is stabilization, continuity of care, and coordination within the correctional setting.

Funding for the provision of these services has been approved by the Carver County Board as part of the 2026 budget for Health and Human Services. This contract, with a not to exceed amount of \$85,000, has been approved through the internal contract review process with an end date of December 31, 2026.

Action Requested:

Motion to approve a Professional Service Agreement with Minnesota Mental Health Clinics for the provision of psychiatric nurse practitioner services in the Carver County Jail, with an amount not to exceed \$85,000 through December 31, 2026.

Fiscal Impact:

Funding:	Amount Budgeted:
Carver County Levy	\$85,000

Related Fiscal/FTE Comments:

Fiscal Impact: Funding for the provision of these services has been approved by the Carver County Board as part of the 2026 budget for Health and Human Services.

FTE Impact: None

This PSA has been approved through the internal contract review process with an end date of December 31, 2026.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Professional Service Agreement with Mi C.A.S.A. Minnesota — Opioid Settlement services

RBA Number: 2025-2594

Department: Health & Human Services

Contact: Richard Scott, Deputy Division Director, 952-361-1320

Presenter:

Contract Name & Number: Contract #25-642; Opioid Settlement - Mi Casa Puentes de Esperanza

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Carver County proposes to enter into a contract with Mi C.A.S.A. Minnesota utilizing National Opioid Settlement Agreement funds in an amount not to exceed \$40,000 through December 31, 2026. Funding will support bilingual prevention education, family workshops, and community training initiatives addressing opioid use within the Latino community.

Minnesota joined a multi-state opioid settlement agreement on August 20, 2021. Minnesota's Attorney General's Office announced on December 6, 2021, a Memorandum of Agreement with the state's cities and counties on allocating the settlement funds: 75% to counties and cities, and 25% to the state for opioid abatement. The Minnesota Opioid Memorandum of Agreement (MoA) states that Public Health shall serve as the lead agency and Chief Strategist regarding disbursement of opioid settlement funds. In 2024, the Carver County Opioid Settlement Advisory Committee—comprised of representatives from Health and Human Services (Public Health, Behavioral Health, Housing Unit, Child & Family), Jail, Sheriff's Office, County Attorney, and Court/Probation Services—established a process for the distribution of opioid

settlement funds in alignment with the National Opioid Settlement MoA.

The majority of funds have been directed toward internal county projects, while a smaller portion is designated for community-based initiatives through a robust application process focused on MOA priority areas: Prevention, Treatment, Harm Reduction, Research, and Training. For the 2026 funding cycle, four applications were reviewed, and three were recommended for approval, including Mi C.A.S.A. Minnesota. This project was selected for a funding award by the Carver County Opioid Settlement Advisory Committee and was approved by the Chief Strategist. The Mi C.A.S.A. Puentes de Esperanza project seeks to build on the successes of the current program, started in 2025. This project directly addresses two MOA priority areas: Prevention and Harm Reduction.

No County levy will be required for this contract.

Action Requested:

Motion to approve a Professional Service Agreement with Mi C.A.S.A. Minnesota, through December 31, 2026, to support bilingual prevention education, family workshops, and community training initiatives addressing opioid use within the Latino community.

Fiscal Impact:

Funding:	Amount Budgeted:
Opioid Settlement Agreement Fund	\$40,000

Related Fiscal/FTE Comments:

Fiscal Impact: National Opioid Settlement funding in the amount not to exceed \$40,000 for an external contract that has been approved through the internal contract review process with an end date of December 31, 2026. No County levy funds are required. This contract has been routed through and supported by the Carver County Opioid Settlement Advisory Committee.

FTE Impact: None

Opioid Settlement Fund Spend/Commitment:

Opioid Settlement Collections as of	\$
12/31/25	1,625,854
2023 Spend	(8,503)
2024 Spend	(21,806)
2025 Spend - Unaudited	(397,930)

2026 Existing Commitments as of 1/1/26	(240,793)
2026 New Commitments - Four 1/13/26 RBAs	<u>(180,500)</u>
Remaining Opioid Settlement Funds - Uncommitted	\$ 776,322

Attachments:

1. MICASA BA 1.6.26



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Professional Service Agreement with Allos Ministries — Opioid Settlement services

RBA Number: 2025-2597

Department: Health & Human Services

Contact: Richard Scott, Deputy Division Director, 952-361-1320

Presenter:

Contract Name & Number: 2026 Opioid Settlement – Allos Ministries; Contract #25-645

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Carver County proposes to enter into a contract with Allos Ministries, utilizing National Opioid Settlement Agreement funds in an amount not to exceed \$20,000. This funding will enhance Allos Ministries' capacity to provide individualized client support services for Carver County residents experiencing housing and employment challenges coupled with addiction due to opioid use while living in Allos Ministries housing. These services will contribute to recovery, stability, housing retention, and long-term independence.

Minnesota joined a multi-state opioid settlement agreement on August 20, 2021. Minnesota's Attorney General's Office announced on December 6, 2021, a Memorandum of Agreement with the state's cities and counties on allocating the settlement funds: 75% to counties and cities, and 25% to the state for opioid abatement. The Minnesota Opioid Memorandum of Agreement (MoA) states that Public Health shall serve as the lead agency and Chief Strategist regarding disbursement of opioid settlement funds. In 2024, the Carver County Opioid Settlement Advisory Committee—comprised of representatives from Health and Human Services (Public Health, Behavioral Health, Housing Unit, Child & Family), Jail, Sheriff's Office, County Attorney,

and Court/Probation Services—established a process for the distribution of opioid settlement funds in alignment with the National Opioid Settlement MoA.

The majority of the funds have been allocated to internal county projects, while a smaller portion is designated for community-based initiatives through a robust application process focused on MoA priority areas: Prevention, Treatment, Harm Reduction, Research, and Training. For the 2026 funding cycle, four applications were reviewed, and three were recommended for approval, including Allos Ministries. This project directly addresses two MoA priority areas: Harm Reduction and Treatment. This project was selected for a funding award by the Carver County Opioid Settlement Advisory Committee and was approved by the Chief Strategist.

No County levy will be required for this contract. The contract has been approved through the internal contract review process with an end date of December 31, 2026.

Action Requested:

Motion to approve a Professional Service Agreement with Allos Ministries through December 31, 2026, to support client recovery, housing retention, and long-term independence.

Fiscal Impact:

Funding:	Amount Budgeted:
Opioid Settlement Agreement Fund	\$20,000

Related Fiscal/FTE Comments:

Fiscal Impact: National Opioid Settlement funding in the amount not to exceed \$20,000 for an external contract approved through the portal with an end date of December 31, 2026. No County levy funds are required. This contract has been routed through and supported by the Carver County Opioid Settlement Advisory Committee.

FTE Impact: None

Opioid Settlement Fund Spend/Commitment:

Opioid Settlement Collections as of 12/31/25	\$ 1,625,854
2023 Spend	(8,503)
2024 Spend	(21,806)
2025 Spend - Unaudited	(397,930)
2026 Existing Commitments as of 1/1/26	(240,793)

2026 New Commitments: Four 1/13/26	
RBA's	(180,500)
Remaining Opioid Settlement Funds -	\$
Uncommitted	776,322

Attachments:

1. Allos Ministries BA 1.6.26



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: HHS: Contract with Marbigail Therapy Services LLC for STRIVE program

RBA Number: 2025-2601

Department: Health & Human Services - Court Services

Contact: Eric Johnson, Court Services Director, 952-361-1466

Presenter:

Contract Name & Number: Contract with Marbigail Therapy for STRIVE 25-630

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

The Health and Human Services - Court Services department wishes to contract with Marbigail Therapy Services, LLC (MTS) to provide therapeutic services dedicated exclusively to high-risk, justice-involved youth enrolled in the Successfully Teaching Resilient Individuals Valuable Experiences (STRIVE) program. Services will be offered in both English and Spanish. MTS will provide services where Court Services agents deem necessary, such as home, school, and in any community-based setting deemed appropriate, private, and secure for youth engaging in therapeutic services. MTS will provide a weekly skills group to address Distress Tolerance and Emotional Regulation. Diagnostic assessments, individual and family therapy services will be available upon request if clinically appropriate.

The Professional Service Agreement in the amount Not-to-Exceed \$40,000 has been routed and approved through the internal contract review process with an end date of December 31, 2026.

Action Requested:

Motion to approve a Professional Service Agreement with Marbigail Therapy Services LLC for the STRIVE program through December 31, 2026.

Fiscal Impact:

Funding:	Amount Budgeted:
County Levy	\$40,000

Related Fiscal/FTE Comments:

The Professional Service Agreement (PSA), through December 31, 2026, will not exceed \$40,000. Funds exist in the approved 2026 HHS budget. The PSA has routed and been approved through the internal contract review process.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Agreement Amendment for Trails Edge Senior
RBA Number: 2025-2603
Department: Public Services - Administration
Contact: Nick Koktavy, Assistant County Administrator
Presenter:
Contract Name & Number:
Meeting Date: January 13, 2026
Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

On November 16, 2021, the Carver County Board approved an agreement with the Carver County Community Development Agency (CDA) to provide a total of \$3,000,000 in Federal ARPA funds for CDA housing projects: \$1,000,000 each for Carver Place Apartments, Trails Edge Senior and Carver Oaks Senior. The original agreement states that funds for the three projects must be obligated by November 30, 2024, and spent by November 30, 2026. Carver Place and Carver Oaks Senior met these deadlines.

On February 6, 2024, the County Board approved extending the obligation date for Trails Edge Senior project to January 31, 2025, to allow the CDA to apply for a MHFA award. The CDA heard that the MHFA award wasn't approved. Therefore, on October 1, 2024, the County Board extended the obligation date for the Trails Edge Senior project to January 31, 2026, to allow for the CDA to seek additional funding.

Minnesota Housing approved the Trails Edge Senior (55+) project in December of 2025. Trails Edge Senior Apartments will be a three-story senior housing building over an underground parking garage. The building will have 32 one-bedroom and 11 two-bedroom units. Amenities include in-unit washer and dryer, and a community room and fitness center on the south side one story annex on the first floor. Trails Edge Senior

Apartments is part of a previously approved Master Planned Community designed to support a mix of housing types. The site is adjacent to Trails Edge South in Waconia, a 60-unit workforce housing development completed in 2022. This project will serve households at or below 50% of area median income with some units having further income restrictions or requirements. The CDA is tentatively planning to break ground in the Fall of 2026.

The County's release of funds is contingent on the projects being fully funded and a presentation being made to the Carver County Board. At a future County Board Meeting, CDA Executive Director Allison Streich will provide a presentation about the project and formally request that funds be approved for release at closing which is expected to be during the Fall of 2026.

At this time, the CDA is requesting that the obligation date be extended to January 31, 2027, and the spend date be extended to December 31, 2027, to allow time for project finalization and construction.

Action Requested:

Motion to amend the agreement with the CDA to extend the obligation date for Trails Edge Senior to January 31, 2027, and the spend date to December 31, 2027.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

In December 2023, the County Board approved Finance's recommendation to allocate \$3M in ARPA funds to pay for eligible 2023 County salaries/benefits and then simultaneously commit the \$3M to a CDA Housing Project account. The \$3M in the CDA Housing Project account is no longer Federal ARPA dollars and thus does not have the Federal ARPA deadlines. The \$1,000,000 for Carver Place and \$1,000,000 for Carver Oaks was released to the CDA. The remaining \$1,000,000 is for Trails Edge Senior.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: HHS: Contract with Marbigail Therapy Services LLC for Diyaniyan program

RBA Number: 2025-2602

Department: Health & Human Services - Court Services

Contact: Eric Johnson, Court Services Director, 952-361-1466

Presenter:

Contract Name & Number: Diyaniyan contract with Marbigail Therapy 25-633

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Health and Human Services — Court Services department secured a federal grant in 2023 through the Office of Juvenile Justice and Delinquency Prevention (OJJDP) for Ape Siyalu Diyaniyan (All Our Daughters) programming. This supervision curriculum for moderate and high risk, justice-involved adolescent females was written by Lindsay Jayawardena, Probation Agent, for Court Services. This contract reflects an agreement with a local therapy provider, Marbigail Therapy Services, LLC, to provide regular therapy and skills training, as well as prompt diagnostic and crisis services, for female adolescents on Ms. Jayawardena's female-specific caseload.

The Professional Service Agreement for an amount Not-to-Exceed \$100,000 has been routed and approved through the internal contract review process with an end date of December 31, 2026.

Action Requested:

Motion to approve a Professional Service Agreement with Marbigail Therapy Services for Diyaniyan programming through December 31, 2026.

Fiscal Impact:

Funding:	Amount Budgeted:
Federal Grant	\$100,000

Related Fiscal/FTE Comments:

Contract will not exceed \$100,000 in 2026. Please note that this contract is currently funded by a federal grant through the Office of Juvenile Justice and Delinquency Prevention. The Professional Service Agreement has routed and been approved through the internal contract review process. No county levy will be used for this agreement.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Professional Service Agreement with OneLove.Yoga — Opioid Settlement services

RBA Number: 2026-1

Department: Health & Human Services

Contact: Richard Scott, Deputy Division Director, 952-361-1320

Presenter:

Contract Name & Number: OneLove Yoga Opioid Settlement Project; Contract #25-459

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Carver County wishes to enter into a contract with OneLove.Yoga, utilizing National Opioid Settlement Agreement funds in an amount not to exceed \$40,500. Funding will be used to support student wellbeing through stress management, emotional regulation, and resiliency tools.

Onelove.Yoga will partner with Carver County School Districts and will provide agreed-upon services to schools that are interested in and ready to implement the program. This project will address two of the four priority areas outlined in the Opioid Settlement Memorandum of Agreement: Prevention and Treatment.

Minnesota joined a multi-state opioid settlement agreement on August 20, 2021. Minnesota's Attorney General's Office announced on December 6, 2021, a Memorandum of Agreement with the state's cities and counties on allocating the settlement funds: 75% to counties and cities, and 25% to the state for opioid abatement. The Minnesota Opioid Memorandum of Agreement (MoA) states that Public Health shall serve as the lead agency and Chief Strategist regarding disbursement of opioid

settlement funds. In 2024, the Carver County Opioid Settlement Advisory Committee—comprised of representatives from Health and Human Services (Public Health, Behavioral Health, Housing Unit, Child & Family), Jail, Sheriff’s Office, County Attorney, and Court/Probation Services—established a process for the distribution of opioid settlement funds in alignment with the National Opioid Settlement MoA. This project was selected for a funding award, through a robust application and review process by the Carver County Opioid Settlement Advisory Committee and was approved by the Chief Strategist.

No County levy will be required for this contract. The contract has been approved through the internal contract review process with an end date of February 26, 2027.

Action Requested:

Motion to approve a Professional Service Agreement with OneLove.Yoga through February 26, 2027, to support student wellbeing through stress management, emotional regulation, and resiliency tools.

Fiscal Impact:

Funding:	Amount Budgeted:
Opioid Settlement Agreement Fund	\$40,500

Related Fiscal/FTE Comments:

Fiscal Impact: National Opioid Settlement funding in the amount not to exceed \$40,500 for an external contract approved through the portal with an end date of February 26, 2027. No County levy funds are required.

FTE Impact: None

Opioid Settlement Fund Spend/Commitment:

Opioid Settlement Collections as of 12/31/25	\$ 1,625,854
2023 Spend	(8,503)
2024 Spend	(21,806)
2025 Spend - Unaudited	(397,930)
2026 Existing Commitments as of 1/1/26	(240,793)
2026 New Commitments - Four 1/13/26 RBAs	<u>(180,500)</u>
Remaining Opioid Settlement Funds -	\$

Uncommitted

776,322

Attachments:

1. ONELOVE.YOGA BA 1.6.26



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Professional Service Agreement with Marbigail Therapy Services, LLC — Opioid Settlement services

RBA Number: 2026-2

Department: Health & Human Services

Contact: Richard Scott, Deputy Division Director, 952-361-1320

Presenter:

Contract Name & Number: Opioid Settlement - Marbigail Therapy Services, LLC; Contract #25-616

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Carver County wishes to enter into a contract with Marbigail Therapy Services, LLC, utilizing National Opioid Settlement Agreement funds in an amount not to exceed \$80,000. This funding will expand the existing Early Intervention Education Program (EIEP) and Certified Peer Recovery Services (CPRS) programming to serve justice involved and non-justice involved youth ages 13–18 years old in Carver County who have challenges with substance use.

Minnesota joined a multi-state opioid settlement agreement on August 20, 2021. Minnesota's Attorney General's Office announced on December 6, 2021, a Memorandum of Agreement with the state's cities and counties on allocating the settlement funds: 75% to counties and cities, and 25% to the state for opioid abatement. The Minnesota Opioid Memorandum of Agreement (MoA) states that Public Health shall serve as the lead agency and Chief Strategist regarding disbursement of opioid settlement funds. In 2024, the Carver County Opioid Settlement Advisory Committee—comprised of representatives from Health and Human Services (Public Health, Behavioral Health, Housing Unit, Child & Family), Jail, Sheriff's Office, County Attorney,

and Court/Probation Services—established a process for the distribution of opioid settlement funds in alignment with the National Opioid Settlement MoA.

The majority of the funds have been allocated to internal county projects, while a smaller portion is designated for community-based initiatives through a robust application process focused on MoA priority areas: Prevention, Treatment, Harm Reduction, and Research and Training. For the 2026 funding cycle, four applications were reviewed, and three were recommended for approval, including Marbigail Therapy Services, LLC. This project directly addresses three of the four MOA priority areas: Prevention, Treatment, and Harm Reduction. This project was selected for a funding award by the Carver County Opioid Settlement Advisory Committee and was approved by the Chief Strategist.

No County levy will be required for this contract.

Action Requested:

Motion to approve a Professional Service Agreement with Marbigail Therapy Services, through December 31, 2026, to provide early intervention, education, and recovery support for justice-involved and non-justice-involved youth in Carver County.

Fiscal Impact:

Funding:	Amount Budgeted:
Opioid Settlement Agreement Fund	\$80,000

Related Fiscal/FTE Comments:

Fiscal Impact: National Opioid Settlement funding in the amount not to exceed \$80,000 for an external contract approved through the contract portal with an end date of December 31, 2026. No County levy funds are required. This contract has been routed through and supported by the Carver County Opioid Settlement Advisory Committee.

FTE Impact: None

Opioid Settlement Fund Spend/Commitment:

Opioid Settlement Collections as of	\$
12/31/25	1,625,854
2023 Spend	
	(8,503)
2024 Spend	
	(21,806)
2025 Spend - Unaudited	
	(397,930)
2026 Existing Commitments as of 1/1/26	

	(240,793)
2026 New Commitments - Four 1/13/26 RBAs	<u>(180,500)</u>
Remaining Opioid Settlement Funds - Uncommitted	\$ 776,322

Attachments:

1. Marbigail Therapy BA 1.6.26



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Out of State Travel- Finance Manager
RBA Number: 2026-12
Department: Property & Financial Services - Financial Services
Contact: Mary Kaye Wahl, Assistant Financial Services Director,
952-361-1511
Presenter:
Contract Name & Number:
Meeting Date: January 13, 2026
Item Type: Consent

Strategic Initiative:
People Are Our strength: Building, developing, and sustaining a team of leaders at all levels.

Background/Justification:
The Finance Department requests approval for out-of-state travel for the Finance Manager to attend the ACFR Boot Camp in Chicago, IL on March 17–19, 2026. This specialized training supports accurate financial reporting and audit readiness. The opportunity arose after the 2026 training and conference schedule was set, so it was not included in the original plan. The Finance Manager will attend this boot camp in lieu of the out-of-state GFOA Annual Conference, keeping costs within the approved 2026 budget.

Action Requested:
Motion to approve out-of-state travel for the Finance Manager to attend the ACFR Boot Camp in Chicago, IL.

Fiscal Impact:

Funding:	Amount Budgeted:
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Related Fiscal/FTE Comments:

Expenses will be paid from existing 2026 Finance Department budget originally planned for the GFOA Annual Conference. Substituting the ACFR Boot Camp for the conference results in no net increase to the budget.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Resolution Setting 2027 Elected Official Minimum Salaries

RBA Number: 2026-11

Department: Employee Relations

Contact: Kerie Anderka, Employee Relations Division Director, 952-361-1570

Presenter:

Contract Name & Number:

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

In election years, the County Board has an obligation to set minimum salaries for certain elected offices including the offices of County Attorney and County Sheriff. This is consistent with Minnesota Statutes 388.18, Subdivision 2 and 387.20, Subdivision 2.

The year 2026 is an election year and filings for the elected offices of Carver County will be open beginning in May 2026, for the terms commencing January 2027. Salaries for terms beginning in 2027 may be set above, but not below, the salaries defined in the attached resolution.

The 2027 minimum salaries recommended for the offices of County Attorney and County Sheriff are: \$141,710 for the office of County Attorney and \$137,155 for the office of County Sheriff. These minimum rates are consistent with the current salary structure within the County for division director and assistant county administrator positions with regard to internal equity.

An additional resolution will be presented late in 2026 to set the actual 2027 salaries for

these elected officials. At that time, the education and experience of the elected officials and current market factors will be considered.

Action Requested:

Motion to approve the Resolution setting the 2027 minimum salary for the office of County Attorney at \$141,710 and the minimum salary for the office of County Sheriff at \$137,155.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Included in current budget.

Attachments:

1. Resolution Setting_2027 Minimum Elected Official Salaries

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA**

Resolution Establishing 2027 Minimum Elected Official Salaries

DATE _____ RESOLUTION NO. _____
MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners is required by statute to set minimum salaries for certain elected positions for election years, at the January meeting prior to the first date on which applicants may file for the office, defining the minimum salary applicable for the term next following; and

WHEREAS, the Carver County Board of Commissioners intends to set 2026 minimum compensation for the elected offices of County Attorney and County Sheriff; and

WHEREAS, the filings for the elected offices of Carver County will be open as of May 2026 for the terms commencing January 2027;

THEREFORE, BE IT RESOLVED, that the following minimum salaries are hereby established for the terms of office commencing January 2027:

- A. County Attorney: \$141,710
- B. County Sheriff: \$137,155

BE IT FURTHER RESOLVED, that the minimum compensation amount stated in this Resolution may be waived by the County Attorney or the County Sheriff upon taking office.

BE IT FURTHER RESOLVED, the County will reserve the right to set salaries and/or make adjustments above these minimum compensation levels, including additional salary and/or benefits by subsequent Carver County Board actions.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held

on the 13th day of January, 2026 now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of January 2026

County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: PSA with AssetWorks Enterprise Asset Management (EAM) solution

RBA Number: 2025-2590

Department: Public Services - Facility Services

Contact: Brent Kath, Facility Services Manager, 952-361-1557

Presenter:

Contract Name & Number: AssetWorks Enterprise Asset Management (EAM) solution (25-641)

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Our Physical Assets: Proactive planning for and maintaining our infrastructure and physical assets.

Background/Justification:

This agreement is between AssetWorks Inc. and Carver County, MN for the implementation of the AssetWorks Enterprise Asset Management (EAM) solution. The purpose of the contract is to provide Carver County with a standardized platform for asset and maintenance management across all operations, including work order management, reporting, mobile access, and optional capital planning tools.

The project is expected to take approximately nine to twelve months, with three major milestones: project kick-off, start of testing, and production roll-out. The total cost for training and implementation services is \$67,400,

The contract also includes licensing terms for the EAM solution, which provides unlimited users and assets based on population served, and covers core modules such as asset management, capital planning, and mobile functionality.

The agreement assumes that Carver County will provide necessary staff for data preparation, training, and testing, and that any changes beyond the defined scope will

require a formal change order.

Carver County chose AssetWorks because it provides substantial cost savings and leverages an existing intergovernmental agreement already in place for Public Works. This agreement shares licensing costs among multiple metro entities, and adding Facilities to the current license required no additional long-term fees, ensuring efficiency without new expenses.

Action Requested:

Motion to contract with AssetWorks for AssetWorks Enterprise Asset Management (EAM) solution pending the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
County Capital Improvement Dollars	\$75,000

Related Fiscal/FTE Comments:

This project is already budgeted for and will be paid for using funds from the Facility Services Capital Improvement budget, not to exceed \$75,000. No additional funds will be needed.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Public Works - Cologne Parking Lot Rehabilitation
RBA Number: 2026-3
Department: Public Services - Facility Services
Contact: Brent Kath, Facility Services Manager, 952-361-1557
Presenter:
Contract Name & Number: PWHQ Parking Lot Rehabilitation, 26-002
Meeting Date: January 13, 2026
Item Type: Consent

Strategic Initiative:

Our Physical Assets: Proactive planning for and maintaining our infrastructure and physical assets.

Background/Justification:

The parking lot at the Public Works Headquarters in Cologne has reached the end of its life. Carver County Facilities is planning a 2026 project that will include removal of deteriorated pavement and select curb, gutter, and sidewalk sections; installation of storm sewer and drainage improvements; replacement of curb and gutter; addition of a 10-foot valley gutter and concrete aprons; and application of new bituminous surfacing.

Carver County staff obtained proposals for the Public Works Parking Lot Rehabilitation Project to conduct: Project Management, Design, Geotechnical Investigation, Utility Engineering, Permitting, and Construction Bidding Support. Carver County requested proposals utilizing the QBS (Qualification-Based Selection) approach.

Proposals were submitted by Bolton & Menk, SRF, and TKDA. Proposals were scored based on Project Understanding, Experience & Qualifications, Work Plan, Deliverables, and Quality Management. Bolton & Menk received the highest score.

Bolton & Menk prepared a scope and fee using the Unit Rate Fee method. Staff have reviewed the scope and fee and recommend entering into a contract with Bolton & Menk. Partnering with Bolton & Menk will ensure the project is designed and executed

in compliance with regulatory requirements and industry best practices, supporting the County's commitment to safety, efficiency, and long-term infrastructure sustainability.

Action Requested:

Motion to contract with Bolton & Menk, Inc. for the analysis, design and permitting requirements for the Public Works Cologne parking lot rehabilitation pending the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
County Capital Improvement Dollars	\$106,000

Related Fiscal/FTE Comments:

This project is already budgeted for and will be paid for using funds from the Facility Services Capital Improvement budget, not to exceed \$106,000 for the engineering services.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Public Works Headquarters Heavy-Duty Equipment Hoist Replacements

RBA Number: 2025-2584

Department: Public Works - Operations

Contact: Shelby Sovell, Operations Engineer - Assistant Public Works Director, 952-466-5209

Presenter:

Contract Name & Number: PSA for Heavy-Duty Equipment Hoist - 25-632

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Our Physical Assets: Proactive planning for and maintaining our infrastructure and physical assets.

Background/Justification:

Public Works Headquarters (PWHQ) in Cologne hosts the County's fleet equipment shop, where all vehicle and equipment maintenance/repair is conducted county-wide. The fleet equipment shop includes two heavy-duty equipment hoists that were installed when PWHQ was constructed in 2003. The two hoists are 23 years old, showing their age, beyond their service life, difficult to service, and have limited parts availability (made in Italy). One of the hoists had a catastrophic failure during the summer of 2024 which resulted in significant hoist damage and a near miss to county staff. It took 10 months to get the hoist repaired, and the shop lost efficiency by not being able to use the hoist for that duration.

Public works operations is requesting to replace the two heavy-duty equipment hoists with two new Stertil-Koni USA, Inc. heavy-duty hoists furnished and installed via the State of MN Contract pricing. The State of MN Contract pricing eliminates the need for the County to engage in competitive sealed bidding, saving time and resources. The new hoists will provide safe, modern, and reliable service for the fleet technicians to perform vehicle/equipment maintenance and repair efficiently. Public works operations

staff did investigate/solicit another hoist vendor, Rotary Solutions, but their equipment was unable to meet current/future operational needs.

Public works operations received \$800,000.00 of 2026 attachment E funds to cover the replacement of the hoists. The State Contract pricing for the replacement of the two heavy-duty equipment hoists is \$696,137.41. Once the old hoists are removed by Stertil-Koni USA, Inc., they will be sold at public auction.

Action Requested:

Motion to approve a professional services agreement with Stertil-Koni USA, Inc. for \$696,137.41 to replace two heavy-duty equipment hoists at public work headquarters in Cologne, pending finalization of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
County Funds (Attachment E)	\$696,137.41

Related Fiscal/FTE Comments:

The preliminary estimate of \$800,000.00 is included in the 2026 Attachment E budget for the replacement of 2 heavy-duty equipment hoists at Public Works Headquarters.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: 2026 Fleet Equipment Purchases
RBA Number: 2025-2583
Department: Public Works - Operations
Contact: Shelby Sovell, Operations Engineer - Assistant Public Works Director, 952-466-5209
Presenter:
Contract Name & Number:
Meeting Date: January 13, 2026
Item Type: Consent

Strategic Initiative:

Our Physical Assets: Proactive planning for and maintaining our infrastructure and physical assets.

Background/Justification:

Carver County has a large fleet of vehicles and equipment that are used by various departments. The County annual budget and Long-Term Financial Plan includes recommendations for fleet replacement. The Public Works equipment replacement budget for 2026 is \$810,000. At this time, Public Works is requesting to purchase the following replacement equipment:

1. One minivan from Waconia Dodge for Health and Human Services. The new minivan will replace unit 0112, also a minivan, which will have nearly 100,000 miles on it and be 13 years old at the time of disposal. The total cost is \$44,883.00. Unit 0112 will be sold at public auction.
2. One half-ton extended cab pickup truck from Fury Ford Waconia for Planning and Water Management. The new pickup truck will replace unit 1511, also a pickup truck, which will have nearly 100,000 miles on it and be 11 years old. The total cost is \$42,439.00. Unit 1511 will be transferred to the Assessor's department and replace unit 0602, a 20-year-old SUV with over 125,000 miles, which will be sold at public auction.
3. One half-ton crew cab pickup truck from Fury Ford Waconia for Facilities, cost \$42,826.00. The pickup truck will also undergo up-fitting at Surefitters of Rosemount,

MN to meet the operational needs of the department, cost is \$24,736.23. The new pickup truck will replace unit 0801, an 18-year-old SUV with nearly 135,000 miles. The total cost of the pickup with up-fitting is \$67,562.23. Unit 0801 was sold at public auction on December 3, 2025.

4. One UTV box spreader from Lano Equipment of Norwood for Parks. Parks was awarded \$9,000 of Attachment E funds as part of the 2025 budget to purchase this piece of equipment to better service their winter operations. The total cost is \$6,345.00.

The total cost of this equipment is \$161,229.23. Staff obtained quotes from State Contract vendors and followed the County Contract and Local Preference Purchasing Policies.

Action Requested:

Motion to approve the purchase of budgeted fleet equipment replacements for 2026.

Fiscal Impact:

Funding:	Amount Budgeted:
County Funds (2025 Budget Attachment E)	\$6,345
County Funds (2026 Budget Attachment E)	\$154,884.23

Related Fiscal/FTE Comments:

Included in the current budget.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Professional Services Agreement for Highway 152
Shoulder Safety Project with Bolton & Menk

RBA Number: 2025-2604

Department: Public Works - Program Delivery

Contact: Anthony Sellner, Engineering Manager, 952-466-5258

Presenter:

Contract Name & Number: 25-650

Meeting Date: January 13, 2026

Item Type: Consent

Strategic Initiative:

Our Physical Assets: Proactive planning for and maintaining our infrastructure and physical assets.

Background/Justification:

Carver County Public Works seeks approval to enter into a professional services agreement with Bolton & Menk to complete the design of the Highway 152 Shoulder Safety Project. Project location is approximately 1.2 miles southwest of Cologne, between Ohio Ave to the west and Highway 53 to the east. Improvements will include removal of existing cable guardrail, shoulder widening, ditch re-alignment, concrete arch pipe extensions for bridge L9345 and bank stabilization for Bevens Creek. These improvements aim to improve driver safety and protect roadway and culverts from Bevens Creek erosion. Construction is tentatively planned for 2027.

Public Works requested proposals utilizing the QBS (Qualification Based Selection) approach. Proposals were submitted by Bolton and Menk and SRF Consulting Group. Proposals were scored based on Project Understanding, Experience & Qualifications, Work Plan, Deliverables and Quality Management. Bolton and Menk received the highest score. Bolton and Menk prepared a scope and fee using the cost plus fixed fee method. Public Works has reviewed the scope and fee and recommends entering into the contract with Bolton and Menk.

Action Requested:

Motion to approve the professional services agreement with Bolton & Menk for preliminary and final design, geotechnical evaluation, and permitting services for the Highway 152 Shoulder Safety Project in an amount not to exceed \$193,891.00, pending finalization of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
Wheelage Tax	\$193,891.00

Related Fiscal/FTE Comments:

Estimated project costs are:

Construction: \$996,912
Engineering: \$130,593
Permitting: \$63,298
ROW: \$83,000
Contingency: \$50,000
Total: \$1,323,803

The project will be funded with local funds and wheelage tax.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Recognition of Advisory Committee Members
RBA Number: 2025-2279
Department: County Administration
Contact: Dave Hemze, County Administrator, 952-361-1526
Presenter: Dave Hemze, County Administrator
Contract Name & Number:
Meeting Date: January 13, 2026
Item Type: Regular Session

Strategic Initiative:
People Are Our strength: Building, developing, and sustaining a team of leaders at all levels.

Background/Justification:
Several advisory committee members have reached their term limits. Time is being set aside on today's agenda to formally recognize the following members.

Frank Mendez, Planning Commission
Jim Boettcher, Water Management Organization
Greg Anderson, Community Development Agency

Action Requested:
Recognize and thank advisory committee members.

Fiscal Impact:	
Funding:	Amount Budgeted:



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Committee appointments and assignments
RBA Number: 2026-20
Department: County Administration
Contact: Dave Hemze, County Administrator, 952-361-1526
Presenter:
Contract Name & Number:
Meeting Date: January 13, 2026
Item Type: Regular Session

Strategic Initiative:
People Are Our strength: Building, developing, and sustaining a team of leaders at all levels.

Background/Justification:
Administration is requesting that the Board revisit the committee assignments for two committees that currently have vacancies:

- 1. Hennepin-Carver Workforce Development Board – Alternate position remains open
- 2. Minnesota Extension Committee – Voting member role remains open

Action Requested:
Motion appointing Board members to the MN Extension Committee and Hennepin-Carver Workforce Development Board.

Fiscal Impact:	
Funding:	Amount Budgeted:



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Carver County Transit & Mobility Study Update

RBA Number: 2026-10

Department: Public Works

Contact: Lyndon Robjent, Public Works Division Director / County Engineer, 952-466-5206
Kate Probert, Income Support Manager, 952-361-1713

Presenter: Kate Probert, Income Support Manager

Contract Name & Number:

Meeting Date: January 13, 2026

Item Type: Work Session

Strategic Initiative:

Taxpayer Value and Customer Service: Providing the best value and optimal customer service.

Background/Justification:

Following previous county board work sessions, county staff and SouthWest Transit has worked with Stantec Inc. to prepare a Transit & Mobility Study which aims to address growing mobility needs. The study builds and explores options for transit service that align with community priorities, travel patterns, and long-range planning goals.

The recommendations intend to guide future transit investments across the county.

Stantec, SW Transit and County staff will update the board on the study and draft recommendations.

Action Requested:

NA. Discussion and input on the Transit & Mobility Study recommendations

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

The recommended transit service improvements will be funded using revenue from the Metropolitan Regional Sales and Use Tax and Transportation Advancement Account as well as a grant from the Met Council Regional Solicitation if awarded.

Attachments:

None