



**Carver County Board of Commissioners
February 17, 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 27, 2026 minutes 4-5
 - 1.5. Community Announcements
- 9:20 a.m. 2. **CONSENT AGENDA**
- 2.1. Adoption of the 2025 Carver County Hazard Mitigation Plan (HMP) ... 6-11
 - 2.2. Chaska Sno Hawks-Exempt Permit..... 12
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9:30 a.m. 3. **REGULAR SESSION**

3.1. County Administrator's 2025 Annual Performance Evaluation
Summary 65-66

3.2. County Administrator Salary and Salary Range
Market Data Review 67-74

10:00 a.m. 4. **COUNTY ADMINISTRATOR REPORT**

10:05 a.m. 5. **ADJOURN REGULAR SESSION**

UPCOMING MEETINGS

February 24, 2026	9:00 a.m.	Board Work Session
February 25, 2026	11:30 a.m.	SouthWest Metro Carver County Update Luncheon (Chanhassen Xcel Service Center, 1900 Coulter Blvd, Chanhassen)
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 19, 2026	4:30 p.m.	Hwy 212 J-turn project (Norwood Young America City Hall – Council Chambers 310 Elm St. W., Norwood Young America, MN 55368)
March 24, 2026	9:00 a.m.	Board Work Session
April 7, 2026	9:00 a.m.	Board Meeting
April 21, 2026	9:00 a.m.	Board Meeting
April 28, 2026	9:00 a.m.	Board Work Session
May 5, 2026	9:00 a.m.	Board Meeting
May 19, 2026	9:00 a.m.	Board Meeting
May 26, 2026	9:00 a.m.	Strategic Planning Meeting

Carver County

Board of Commissioners

Regular Session Minutes

January 13, 2026

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on January 27, 2026. Tom Workman, Board Chair convened the session at 9:01 a.m.

Members present: Tom Workman, Tim Lynch, John P. Fahey, Matt Udermann and Lisa Anderson.

No Public Comments received.

Matt Udermann moved, Tim Lynch seconded, to approve the agenda. Motion carried unanimously.

Lisa Anderson moved, John P. Fahey seconded, to approve the minutes of the January 13, 2026, Regular Session. Motion carried unanimously.

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

Approved grant agreement SG-26P1-03-01 and Agreement & Restrictive Covenant with the Metropolitan Council and authorize the Board Chair and County Administrator to sign.

Approved out of state training for two investigators.

Approved sending three sworn staff to Alabama to attend FEMA Field Force Operations and Public Order training.

Approved a professional services agreement with Apex Engineering Group for the Highway 27 Flood Mitigation and Resurfacing Project for an amount not to exceed \$50,000.00, pending finalization of the contract review process.

Contracted with Clean Harbors Environmental Services, Inc., pending final approval through the contract review process.

Adopted resolution 3-26 authorizing an amended settlement agreement related to right-of-way acquisition for the Highway 10/41 Project for Parcel ID 30.6570010.

Adopted resolution 4-26 authorizing written initial offers of just compensation for right-of-way acquisitions related to the Highway 40 Project – Silver/Bevens Creek Area.

Approved a professional services agreement with TKDA for preliminary and final design and permitting services for the Highway 10 Resurfacing project for an amount not to exceed \$152,222, pending finalization of the contract review process.

Adopted resolution 5-26 authorizing Carver County to enter into MnDOT Cooperative Construction Agreement No. 1061806 for construction of the State Highway 41 Arboretum Village Trail Project, pending finalization of the contract review process.

Approved a professional and technical services contract with SRF Consulting Group, Inc. in an amount not to exceed \$79,935 for engineering and land acquisition support services related to the eminent domain process for the Highway 18 Project – Arboretum Area, pending finalization of the contract review process.

Approved the elimination of 1.05 FTE Deputy Sheriff and creation of 1.0 FTE Licensed Sergeant through police services contracts.

Authorized the execution of a professional services agreement with Bluum of Minnesota for technology based security improvements to Lake Waconia Regional Park.

Authorized the execution of the amendment to State Grant 25-614 SG-24P4-03-05, Parks & Recreation outreach program funding.

Reviewed January 16, 2026, Community Social Services' actions/Commissioners' warrants in the amount of \$455,608.73 and reviewed January 23, 2026, Community Social Services' actions/Commissioners' warrants in the amount of \$2,258,875.48.

Motion carried unanimously.

Matt Udermann moved, Tim Lynch seconded to appoint Amber Barker to represent District 3, Michelle Bachmann to represent District 4 and Sarah Duffey to represent the Youth Appointment on the Library Board. Motion carried unanimously.

Matt Udermann moved, Lisa Anderson seconded to appoint Ashley Pongrac and Brent Schneider to the Mental Health Advisory Committee. Motion carried unanimously.

Lisa Anderson moved, Matt Udermann seconded to appoint Scott Firman to the Arts Committee. Motion carried unanimously.

COUNTY ADMINISTRATOR REPORT – Dave Hemze, No Report

Tim Lynch moved, John P. Fahey Seconded to enter into closed session pursuant to Minnesota Statutes 13D.05, Subd. 3 (a), to discuss County Administrator Hemze's annual performance evaluation. Motion Carried Unanimously.

Lisa Anderson moved, Tim Lynch seconded, to adjourn the Regular Session at 10:29 a.m. and go into Work Session to discuss the Laketown Township Wastewater System. Motion carried unanimously.

Dave Hemze
County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Adoption of the 2025 Carver County Hazard Mitigation Plan (HMP)

RBA Number: 2026-40

Department: County Sheriff - Emergency Management

Contact: Benjamin Rutter, Emergency Management Manager

Presenter: Benjamin Rutter, Emergency Management Manager

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

FEMA requires cities and counties to maintain a current, approved hazard mitigation plan to remain eligible for hazard mitigation grant funding. Carver County's previous hazard mitigation plan, completed in December 2020, requires an updated plan and approval to maintain this eligibility.

Throughout 2025, Carver County Emergency Management coordinated the plan update in partnership with the University of Minnesota. This update followed a comprehensive, collaborative process that engaged all Carver County cities in revising their respective plan sections. Additionally, most Carver County government departments were invited to review and provide input on relevant sections.

The updated plan has been reviewed and approved by both FEMA and Minnesota State Homeland Security and Emergency Management. Carver County Emergency Management is now requesting the Board's adoption of the 2025 Hazard Mitigation Plan. Following the County's adoption, similar resolutions will be forwarded to individual cities for consideration and adoption by their respective boards.

Action Requested:

Carver County Emergency Management is requesting the Board's adoption of the 2025 Hazard Mitigation Plan.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

NA

Attachments:

1. Carver County APA Letter
2. County Board template to adopt HMP



U.S. Department of Homeland Security
FEMA Region 5
536 S Clark St
Chicago, IL 60605

FEMA

December 29, 2025

Ms. Kristen Dellwo
State Hazard Mitigation Officer
Homeland Security and Emergency Management
Minnesota Department of Public Safety
444 Cedar Street, Suite 223
Saint Paul, MN 55101

Reference: Adoption Needed to Finish Local Hazard Mitigation Plan Process

Dear Ms. Dellwo:

The Risk Analysis Branch of FEMA Region 5 Mitigation Division has determined the local mitigation plan meets all applicable FEMA mitigation planning requirements except its adoption by the participating jurisdictions of the Carver County 2025 Hazard Mitigation Plan.

Mitigation plans may include additional content to meet Element H: Additional State Requirements or content the local government included beyond applicable FEMA mitigation planning requirements. Determination that the plan is Approvable Pending Adoption does not include the review or approval of content that exceeds these applicable FEMA mitigation planning requirements.

An approved local mitigation plan, including adoption by the local government, is one of the conditions for applying for and/or receiving FEMA mitigation grants from the following programs:

- Hazard Mitigation Grant Program (HMGP)
- HMGP Post-Fire
- Building Resilient Infrastructure and Communities
- Flood Mitigation Assistance
- Safeguarding Tomorrow Revolving Loan Fund

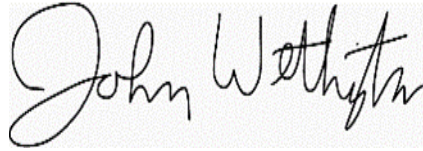
Participating jurisdictions that adopt the plan more than one year after APA status has been issued must either:

- Validate that their information in the plan remains current with respect to both the risk assessment (no recent hazard events, no changes in development) and their mitigation strategy (no changes necessary); or
- Make necessary updates before submitting the adoption resolution to FEMA.

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and National Dam Safety Program Act, as amended; 44 CFR Part 201, Mitigation Planning; and Local Mitigation Planning Policy Guide (FP-206-21-0002)

We look forward to receiving the adoption resolution(s) and discussing options for implementing this mitigation plan. If there are any questions from either you or the communities, please contact Meg Burrows at (312) 408-5320 or meghan.burrows@fema.dhs.gov.

Sincerely,

A handwritten signature in black ink, reading "John Wethington". The signature is written in a cursive style with a large initial "J" and "W".

John Wethington
Chief, Risk Analysis Branch
Mitigation Division

Enclosures: Plan Participants Status List and Local Plan Review Tool

Enclosure: Plan Participant Status List

Below is the list of the approvable pending adoption jurisdictions in the referenced hazard mitigation plan. Please submit an adoption resolution for each jurisdiction to be included as an approved participant of the plan.

Community Name		Jurisdiction Status
1)	Carver city	APA
2)	Carver County	APA
3)	Chanhassen city	APA
4)	Chaska city	APA
5)	Cologne city	APA
6)	Hamburg city	APA
7)	Mayer city	APA
8)	New Germany city	APA
9)	Norwood Young America city	APA
10)	Victoria city	APA
11)	Waconia city	APA
12)	Watertown city	APA

Resolution # [REDACTED]

CARVER COUNTY, MINNESOTA

RESOLUTION TO ADOPT THE 2025 CARVER COUNTY HAZARD MITIGATION PLAN

WHEREAS, Carver County recognizes the threat of natural hazards to people and property within Name County; and

WHEREAS, Carver County has prepared a hazard mitigation plan, hereby known as the 2025 Carver County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Carver County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within Carver County from the impacts of future hazards and disasters; and

WHEREAS, by adoption by the Carver County Board of Commissioners demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Carver County Hazard Mitigation Plan, and

WHEREAS, approval of the 2025 Carver County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Carver County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the Carver County Board of Commissioners supports the hazard mitigation planning effort and wishes to adopt the 2025 Carver County Hazard Mitigation Plan.

ADOPTED this [REDACTED] day of [REDACTED], 2026.

[REDACTED], County Board Chair

CERTIFICATION

I hereby certify that the above is true and correct copy of the Resolution duly passed, adopted, and approved by the Name County Board of Commissioners on the [REDACTED] day of [REDACTED], 2026.

[REDACTED], County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Chaska Sno Hawks-Exempt Permit
RBA Number: 2026-23
Department: Property & Financial Services - Elections & Licensing
Contact: Heather Perkins, Elections & Licensing Specialist, 952-361-1976
Presenter:
Contract Name & Number:
Meeting Date: February 17, 2026
Item Type: Regular Session

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

Background/Justification:
A Charitable Gambling application for Exempt Permit was received from the Chaska Sno Hawks. They plan to hold a raffle on March 7, 2026, at Stick's Tavern located at 6940 Dahlgren Rd, Chaska, MN 55318. This applicant has received this type of license previously.

Action Requested:
Approval to issue a Charitable Gambling License to Chaska Sno Hawks to conduct a raffle to be held on March 7, 2026

Fiscal Impact:	
Funding:	Amount Budgeted:



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Request for approval to contract with Kucera International, Inc for Aerial Mapping

RBA Number: 2026-234

Department: Public Services - Information Technology

Contact: Chad Riley, IT Manager - Enterprise Software Services, 952-361-1937

Presenter:

Contract Name & Number: 2026 Aerial Photography Flight (25-622)

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

As development expands within the County, the need for current aerial photography is essential to obtain an accurate depiction of the surface of the earth with having to make a field visit. Aerial photography is used in many aspects of County business, from public safety, water management, asset collection, property assessment to legal disputes. The Public Services Division and the Public Works Division have budgeted to collect 3-inch high-resolution/high-accuracy aerial photography in the spring of 2026.

A flight of 3-inch resolution was last flown in the spring of 2022, which has become outdated in many areas of the county. 3-inch imagery is desired for asset collection where County staff need to be able to view and identify small objects on the ground with greater confidence. All Divisions in the County will benefit from current aerial photography to conduct day-to-day business, and it will also be made available to the public through various mapping applications and the open data portal.

A work group was formed to select a vendor. The selection criteria were based on qualifications, quality of proposal, and cost. All vendors provided proposals with

qualifications and quality that would meet our needs. Kucera International, Inc came in with the lowest cost proposal, and thus was chosen for our 2026 flight.

Action Requested:

Motion to contract with Kucera International, Inc for aerial mapping

Fiscal Impact:

Funding:	Amount Budgeted:
Current Budget	\$71,500

Related Fiscal/FTE Comments:

Cost of this work order is to not exceed \$71,500

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Courtroom AV MOU
RBA Number: 2026-247
Department: Public Services - Administration
Contact: Nick Koktavy, Assistant County Administrator
Presenter:
Contract Name & Number: Courtroom AV Upgrade MOU 26-021
Meeting Date: February 17, 2026
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Minnesota Counties have a statutory responsibility to provide suitable facilities for district court. The First Judicial District operates 5 courtrooms in Carver County.

In 2023/2024, the Audio/Visual (AV) systems in courtrooms 1,2 and 3 were updated.

The age of the equipment, as well as multiple long-running system failures and issues, created a need to have the AV equipment in each courtroom upgraded. Prior to this project, the County had paid for audio equipment and courts paid for visual equipment.

Being that modern equipment is integrated, the County and Courts entered into an agreement to evenly split the AV costs.

The 2026 budget included funds to upgrade the two remaining courtrooms along with the equipment in the 2nd floor holding area. Similar to the previous project, County staff are recommending that we enter into an MOU with the courts for the project. The MOU outlines the roles and responsibilities for each entity. The cost will be split 50/50 between the parties, with the County's amount not to exceed \$200,000. If courts wish to do upgrades beyond that amount, they will bear the full cost. The courts will take the lead on the project and select and manage the vendor to perform the upgrades. The Assistant County Administrator (with support from County IT) will review the

proposal/scope before work starts and review work completed prior to payment.

Action Requested:

Motion to approve an MOU agreement with the State of Minnesota First Judicial District to upgrade audio and visual equipment in Courtrooms 5 and 6 along with the equipment in the 2nd floor holding area pending contract finalization.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

The project is estimated to cost \$400,000. The costs will be split 50/50 between the County and Courts. The County's portion of the project will not exceed \$200,000. The County had \$57,000 in carryover funds from the 2023/2024 project. The 2026 budget includes \$143,000 to bring the project total to \$200,000.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: 2026 Waste Reduction & Recycling Grant Program for Cities and Townships

RBA Number: 2026-254

Department: Public Services - Environmental Services

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

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Since 1989, Environmental Services (ES) has provided grant funding to cities and townships in Carver County to support enhanced recycling and waste diversion efforts. For 2026, ES has budgeted \$175,000 for the program.

In October 2025, ES received 2026 funding proposals from all 21 cities and townships in the County, requesting a total of \$245,213. This exceeded the \$175,000 allocated for grants by \$70,213; therefore, some recommended grant awards are less than the amounts requested.

The recommended funding levels are based on how well each proposal aligns with the State of Minnesota Solid Waste Hierarchy and its potential to positively impact recycling efforts and landfill diversion in Carver County. ES staff thoroughly reviewed the proposals and consulted with several cities and townships for additional information. All cities and townships will receive at least the same amount of grant funding as they did in 2025, unless their requested 2026 amount was lower. The County will execute separate grant agreements with each city and township.

Action Requested:

Motion to approve staff funding recommendations for 2026 city and township waste reduction and recycling grants.

Fiscal Impact:

Funding:	Amount Budgeted:
Solid Waste Fees and State Recycling Grants	\$175,000.00

Related Fiscal/FTE Comments:

The city and township grant program is supported by the Environmental Services budget and funded through State of Minnesota grants, including the Local Recycling Development Grant (LRDG) and the Select Committee on Recycling and the Environment (SCORE) grant, along with Carver County Solid Waste Fees, all of which are included in the 2026 ES budget.

Attachments:

1. 2026 City & Township Recycling Grant Recommendations

2026 CITY & TOWNSHIP WASTE REDUCTION & RECYCLING GRANTS
PENDING BOARD APPROVAL

COMMUNITY	2025 GRANT FUNDING AWARDED	2026 GRANT FUNDING REQUESTED	2026 STAFF RECOMMENDED GRANT FUNDING AMOUNT	2026 STAFF RECOMMENDED PROJECT DESCRIPTIONS
Cities				
Carver	\$8,000.00	\$6,495.00	\$6,500.00	Yard waste mgmt., mobile bike repair, recycling education, reuse event, EC coupons
Chanhassen	\$27,000.00	\$27,000.00	\$27,000.00	Yard waste mgmt., mobile bike repair, reuse event, EC coupons, paper shredding
Chaska	\$18,000.00	\$18,000.00	\$18,000.00	Yard waste management, disposal coupons
Cologne	\$10,000.00	\$10,000.00	\$10,000.00	Yard waste management
Hamburg	\$3,500.00	\$11,500.00	\$3,500.00	Yard waste management
Mayer	\$9,000.00	\$7,500.00	\$7,500.00	Yard waste management
New Germany	\$4,500.00	\$4,500.00	\$4,500.00	Yard waste management
NYA	\$9,500.00	\$24,100.00	\$9,500.00	Yard waste management
Victoria	\$18,350.00	\$20,000.00	\$20,000.00	Yard waste management, mobile bike repair, reuse event, EC coupons
Waconia	\$17,000.00	\$17,500.00	\$17,500.00	Yard waste management
Watertown	\$11,000.00	\$37,520.25	\$11,000.00	Yard waste management
CITY GRANT PORTION:	\$135,850.00	\$184,115.25	\$135,000.00	
Townships				
Benton	\$3,200.00	\$3,200.00	\$3,200.00	Roadside clean-up
Camden	\$3,500.00	\$3,500.00	\$3,500.00	Roadside clean-up
Dahlgren	\$1,000.00	\$1,000.00	\$1,000.00	Roadside clean-up
Hancock	\$2,000.00	\$2,000.00	\$2,000.00	Roadside clean-up
Hollywood	\$2,300.00	\$2,000.00	\$2,000.00	Roadside clean-up
Laketown	\$9,000.00	\$20,398.00	\$9,000.00	Yard waste management
San Francisco	\$1,800.00	\$2,050.00	\$1,800.00	Roadside clean-up
Waconia	\$1,750.00	\$1,850.00	\$1,750.00	Roadside clean-up
Watertown	\$12,000.00	\$22,500.00	\$13,150.00	Expansion of township wide residential recycling curbside collection
Young America	\$2,600.00	\$2,600.00	\$2,600.00	Roadside clean-up
TWP GRANT PORTION:	\$39,150.00	\$61,098.00	\$40,000.00	
TOTAL	\$175,000.00	\$245,213.25	\$175,000.00	



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: GIS Enterprise License Agreement Renewal with Esri
RBA Number: 2026-249
Department: Public Services - Information Technology
Contact: Chad Riley, IT Manager - Enterprise Software Services,
952-361-1937
Presenter:
Contract Name & Number: Esri - Small Government Enterprise License Agreement
2026
Meeting Date: February 17, 2026
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Since 2008, the county has signed a three-year Enterprise License Agreement (ELA) with Esri for unlimited access to their GIS software and online subscription services. The current three-year agreement is up for renewal in 2026. The new agreement continues to include the cities of Carver County under one agreement for a fixed cost over the three-year term. Esri offers the ELA option for small counties/cities to help lower software costs and promote GIS implementation. Over the life of the agreement the ELA will save the county money on software maintenance and future license purchases.

Details of Agreement

- The agreement renewal is for an enterprise GIS software solution available to small county governments with populations between 100,001 and 125,000.
- The agreement also includes the following participating cities – Chanhassen, Chaska, Norwood Young America, Waconia, Victoria, Watertown and Mayer.
- The agreement is for three additional years with a cost increase of \$18,900 over

the three years. This increase is due to general Esri-wide cost increases on enterprise license agreements. The county will take on 20% of the increase with the cities covering the additional 80%.

- The city's portion of the contract is for \$168,120 (\$56,040 per year).
- The multiple-year agreement provides the best cost savings for the county.

Benefits

- The same software versions provide a consistent platform across the county and cities.
- Expands collaborative efforts between county and cities.
- Maintains the current software deployments within the county.
- A lower cost per unit for licensed software.
- Maintenance on all Esri software deployed under one agreement.
- Complete flexibility to deploy software products when and where needed.

Action Requested:

Approve the renewal of the Esri enterprise license agreement pending the completion of the contract review process for 2026 - 2029

Fiscal Impact:

Funding:	Amount Budgeted:
County Dollars	\$248,749.38
City Dollars	\$168,120

Related Fiscal/FTE Comments:

3 year agreement - County \$82,916.46/year, City - \$56,040/year

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Organics Recycling for Residents of Multifamily Buildings Grant

RBA Number: 2026-253

Department: Public Services - Environmental Services

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

Presenter:

Contract Name & Number: Organics Recycling for Residents of Multifamily Buildings Grant Agreement 26-030

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The Minnesota Pollution Control Agency (MPCA) provides grant funding opportunities to support the development of waste management programs statewide. In 2025, the MPCA sought proposals for projects designed to expand access to, and participation in, organics recycling at multifamily residences to reduce the amount of organic material being landfilled. Approximately \$563,000 in funding was made available for these initiatives.

The County successfully secured a \$56,787.70 MPCA grant to launch a new initiative expanding access to organics recycling for residents of multifamily housing. The project supports the County's Solid Waste Management Plan by expanding organics drop-off sites and increasing recycling participation and awareness ahead of the 2030 state mandate requiring curbside organics collection to be available in cities with populations over 5,000. The County will partner with the Carver County Community Development Agency (CDA), as well as cities and property management companies, to broaden the program's reach and impact. The grant will run from March 1, 2026, through June 30,

2027.

The project will include:

- **Organics Drop-off Sites:** The County will establish three new organics drop-off sites located near clusters of multifamily residential buildings.
- **Organics Recycling Programs at Multifamily Buildings:** The County will support organics recycling at multifamily properties by providing resident starter kits, educational materials, and organics carts at selected sites.
- **Micro-grant Program:** A micro-grant program will provide funding to multifamily properties and local partners to implement or enhance organics recycling programs.

Action Requested:

Motion to approve the Organics Recycling for Residents of Multifamily Buildings Grant Agreement with the Minnesota Pollution Control Agency and authorize the Assistant County Administrator to sign the agreement on behalf of the County, pending final approval through the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
Organics Recycling for Residents of Multifamily Buildings Grant	\$56,787.70
Solid Waste Service Fees (County match)	\$14,511.50

Related Fiscal/FTE Comments:

The grant requires a minimum match of 20% of the total project cost, which will be fulfilled through funds for micro-grants and hauling services. The overall program budget is \$71,299.20, consisting of the \$56,787.70 grant and a \$14,511.50 match contributed by the County. Staff will submit a budget amendment to Finance once the grant agreement is finalized.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Donations Authorization for Promotion of Parks & Recreation Services

RBA Number: 2026-32

Department: Public Works - Parks

Contact: Samuel Pertz, Parks & Trails Supervisor, 952-466-5253

Presenter: Samuel Pertz, Parks & Trails Supervisor

Contract Name & Number: N/A

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Each year the Parks & Recreation Department receives requests from various organizations, businesses and groups in the local communities to contribute to their various charitable causes and promotional efforts planned for the year. The County Board has authorized the issuance of redeemable certificates for parks and recreation services and products. The Department has utilized these opportunities for marketing and promoting park services and facilities.

Data on utilization response from the issued certificates has indicated trends in what services are most valued by the end user.

To maximize flexibility for county staff and the customer, a capped dollar amount of \$2,100.00 is requested. The \$2,100 is totaled by the past certificate thresholds that were authorized. Certificates will be valid within 2026. Staff will use the department's reservation system to accurately manage the program.

Action Requested:

Motion to approve the donation of up to \$2,100 in redeemable certificates for 2026 Parks and Recreational services and products.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

The value of the redeemable certificates of \$2,100 is an in-kind value and not a hard cost or budgetary expense.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Approval of Out of State Travel for Parks Department Staff - Vermont Systems

RBA Number: 2026-33

Department: Public Works - Parks

Contact: Samuel Pertz, Parks & Trails Supervisor, 952-466-5253

Presenter: Samuel Pertz, Parks & Trails Supervisor

Contract Name & Number: N/A

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Vermont Systems, the Department reservation software provider, holds an annual conference for clients. These regional conferences are free to attend and typically held once each fall in the Chicago, Illinois area. Valuable information and updates to the software capabilities are presented. Attendance would be highly beneficial for the Parks Administrative Assistant and Reservation Specialist to attend as this technology supports all facility and recreation services reservation processing and management. Airfare, hotel, and car rental for 2 employees to attend is estimated to be \$1,000.

Action Requested:

Motion to approve out of state travel for the Parks Administrative Assistant and Reservation Specialist to attend the 2026 Vermont Systems Conference in Chicago or other scheduled location..

Fiscal Impact:

Funding:	Amount Budgeted:
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520-000-0000-6332	\$1,000
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Related Fiscal/FTE Comments:

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: PSA with Stonebrooke Engineering for Design of the Dakota Rail Regional Trail Crane Creek Bridge Repair of Bridges R0630 and R0631

RBA Number: 2025-2427

Department: Public Works - Parks

Contact: Samuel Pertz, Parks & Trails Supervisor, 952-466-5253

Presenter: Samuel Pertz, Parks & Trails Supervisor

Contract Name & Number: 25-435 PSA with Stonebrooke Engineering for Design of the DRRT Crane Creek Bridge Repair - 2026

Meeting Date: February 17, 2026

Item Type: Ditch/Rail Authority

Strategic Initiative:

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

Background/Justification:

Bridges R0630 and R0631 have deteriorated and are in need of replacement. Engineering services are needed for the development of plans, specifications, permitting and project administration.

Action Requested:

Motion to approve the professional service agreement with Stonebrooke Engineering for plans and specifications to replace bridges R0630 and R0631 on the Dakota Rail Regional Trail upon completion of the contract review. Authorize Board Chair and County Administrator to sign agreement.

Fiscal Impact:

Funding:	Amount Budgeted:
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CCRRA	\$69,800.00
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Related Fiscal/FTE Comments:

Included in current budget

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Authorization to Preorder 2027 Equipment
RBA Number: 2026-115
Department: Public Works - Operations
Contact: Shelby Sovell, Operations Engineer - Assistant Public Works Director, 952-466-5209
Presenter:
Contract Name & Number:
Meeting Date: February 17, 2026
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The Public Works annual equipment budget for fleet replacement in the 2026 Budget is \$810,000 and is projected in the County's Long Term Financial Plan to be \$900,000 in 2027. Public Works' fleet replacement schedule includes the replacement of a tandem snowplow truck and patch wagon, along with other pieces of equipment in 2027. Public Works is requesting to preorder the tandem snowplow truck and patch wagon to lock in delivery dates as well as state contract pricing for the truck chassis/snowplow up fitting and the patch wagon. The cost of the snowplow chassis from Transwest Trucks Savage is \$168,948.65 and the up fitting from Towmaster of Litchfield, MN is \$220,947.00 for a total cost of \$389,895.65. The cost of the patch wagon from Stepp Manufacturing of North Branch is \$103,227.85. The new snowplow truck will replace a 2013 snowplow truck that currently has 89,425 miles and will be 14 years old when it is disposed of at public auction in 2027. The new patch wagon will replace a 2017 patch wagon that no longer fits the department's needs and will be 10 years old when it is disposed of at public auction in 2027.

Action Requested:

Motion to authorize the preorder of a tandem snowplow truck chassis with Transwest Trucks Savage with up fitting to be completed by Towmaster.

Fiscal Impact:

Funding:	Amount Budgeted:
County Levy	\$493,123.50

Related Fiscal/FTE Comments:

This is part of the 2027 Budget - pre-authorization.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: 2026 Seasonal Road Restrictions
RBA Number: 2026-241
Department: Public Works - Program Delivery
Contact: Darin Mielke, Assistant Public Works Director/Deputy
County Engineer, 952-466-5222
Presenter:
Contract Name & Number: N/A
Meeting Date: February 17, 2026
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Seasonal road restrictions in Carver County can be established in accordance with Chapter 169, Laws of Minnesota, at the ton per axle limitations of the 2026 Seasonal Road Restriction map for Carver County, on file at Public Work's headquarters in Cologne and posted on the County website. The County Engineer can increase or decrease said restrictions whenever conditions warrant pursuant to Chapter 163, Section 163.02, Subdivision 3, Laws of Minnesota.

The spring load restriction start and end dates are determined by MnDOT and will be announced with at least a 3-day advance notice. Advance notice is available on the Internet at:

<https://www.dot.state.mn.us/loadlimits/index.html>

and via recorded messages at (651) 366-5400 or toll-free at 1-800-723-6543.

MnDOT policy is to not restrict loads in the spring for more than 8 weeks. However, the county can extend the end date if conditions warrant.

Action Requested:

Motion to adopt a resolution authorizing the posting of maximum seasonal load limits on Carver County Highways in 2026.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:**Attachments:**

1. 2026SpringLoadRestrictionsResolution

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

Date: February 17, 2026
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

2026 SEASONAL ROAD RESTRICTIONS

BE IT RESOLVED that the seasonal road restrictions in Carver County be established in accordance with Chapter 169, Section 169.87, Laws of Minnesota, at the ton per axle limitations of the 2026 Seasonal Road Restriction map for Carver County, and

BE IT FURTHER RESOLVED that the County Engineer is hereby authorized to impose and to increase or decrease said restrictions whenever conditions warrant pursuant to Chapter 163, Section 163.02, Subdivision 3, Laws of Minnesota.

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 17th day of February 2026, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated 17th day of February 2026.

County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Professional Services Agreement with L & T Tree Services for Diseased Tree Removals at Lake Minnewashta Regional Park

RBA Number: 2026-43

Department: Public Works - Parks

Contact: Samuel Pertz, Parks & Trails Supervisor, 952-466-5253

Presenter: Samuel Pertz, Parks & Trails Supervisor

Contract Name & Number: 26-013 PSA with L & T Tree Services for Ash Tree Removal at LMRP - 2026

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

Background/Justification:

Tree disease, specifically emerald ash borer is significantly impacting the forested portions of the park system. In many areas the removal of diseased trees that pose a safety threat to park users is beyond the scope of park maintenance operations in terms of volume and necessary equipment to perform safely and efficiently.

Two proposals have been obtained for this work:

L&T Tree Services: \$60,800.00

True N Fair Tree Care: \$65,000.00

The bids are quoted by area and L&T Tree Services quoted a lower unit price. Only a portion of the work proposed is being advanced at this time, as outlined in the contract, to conform with budgeted funds as well as a reasonable program for the Department to manage.

Action Requested:

Motion to approve a professional services agreement with L&T Tree Services for disease tree removal services in the amount of \$38,300.00 contingent upon the completion of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
Parks General Fund, Site & Grounds Improvements (520-000-0000-6610)	\$38,300

Related Fiscal/FTE Comments:

Included in current budget- 2025 schedule E issued funds specifically for disease tree removal which is being partially utilized through this contract/project.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Lower-Potency Hemp Retail Registration for E-Cig Pod USA LLC

RBA Number: 2026-51

Department: Property & Financial Services - Elections & Licensing

Contact: Heather Perkins, Elections & Licensing Specialist, 952-361-1976

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

A Lower-Potency Hemp Retail Registration Application was received from E-Cig Pod USA LLC. They have received their Lower-Potency Hemp Edible Retailer License from OCM effective January 5, 2026 – January 5, 2027, and are seeking Registration with Carver County. The business is located at 840 W 78th St, Chanhassen, MN 55317.

FYI: Lower-Potency Hemp Retail Registrations are not limited by the County Board's Ordinance which limits the number of Cannabis Retail Registrations to 10 for the cities and townships which have transferred Cannabis Retail Registrations to the County.

Action Requested:

Approval to issue Lower-Potency Hemp Retail Registration to E-Cig Pod USA LLC. Issuance is subject to receipt of all required paperwork, fees paid, and all delinquent taxes paid.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:**Attachments:**

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Charitable Gambling Application for Exempt Permit-
Ridgeview Foundation

RBA Number: 2026-242

Department: Property & Financial Services - Elections & Licensing

Contact: Sarah Rivers, Elections & Customer Service Technician, 952-361-1945
Sarah Prescher, Family Health Supervisor, 952-361-1319

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

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

Background/Justification:
A Charitable Gambling application for Exempt Permit was received from the Ridgeview Foundation. They plan to hold a raffle on June 29, 2026 at Island View Golf Club located at 7795 Laketown Pkwy, Waconia, MN 55387. This applicant has received this same type of license previously.

Action Requested:
Approval to issue a Charitable Gambling License to the Ridgeview Foundation for a raffle to be held on June 29, 2026.

Fiscal Impact:	
Funding:	Amount Budgeted:



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Charitable Gambling Application for Exempt Permit-Home Again Furnishings

RBA Number: 2026-258

Department: Property & Financial Services - Elections & Licensing

Contact: Heather Perkins, Elections & Licensing Specialist, 952-361-1976

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

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

Background/Justification:
A Charitable Gambling application for an exempt permit was received from Home Again Furnishings. They plan to hold Bingo on March 29, 2026, at Schram Vineyards located at 8785 Airport Rd, Waconia MN 55387. This applicant received a permit last year for the same event.

Action Requested:
Approval to issue a Charitable Gambling License to Home Again Furnishings for Bingo to be held on March 29, 2026.

Fiscal Impact:	
Funding:	Amount Budgeted:



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Lower-Potency Hemp Retail Registration for GMB Enterprise LLC dba Inn Town Wine & Spirits

RBA Number: 2026-248

Department: Property & Financial Services - Elections & Licensing

Contact: Heather Perkins, Elections & Licensing Specialist, 952-361-1976

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

A Lower-Potency Hemp Retail Registration Application was received from GMB Enterprise LLC dba Inn Town Wine & Spirits. They have received their Lower-Potency Hemp Edible Retailer License from OCM effective January 30, 2026 – January 30, 2027, and are seeking Registration with Carver County. The business is located at 101 Paul Ave N Cologne, MN 55322.

FYI: Lower-Potency Hemp Retail Registrations are not limited by the County Board's Ordinance which limits the number of Cannabis Retail Registrations to 10 for the cities and townships which have transferred Cannabis Retail Registrations to the County.

Action Requested:

Approval of the County Board to issue Lower-Potency Hemp Retail Registration to GMB Enterprise LLC dba Inn Town Wine & Spirits. Issuance is subject to receipt of all required paperwork, fees paid, and all delinquent taxes paid.



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Laura Zimmerman - Request for Commercial Kennel Amendment. (CUP)

RBA Number: 2026-52

Department: Public Services - Land Management

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

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

File #PZ20250049. On January 20, 2026, the Carver County Planning Commission unanimously recommended approval of the Conditional Use Permit (CUP) request (7-0 in favor), submitted by Laura Zimmerman and Douglas Pritchard (Owners of Carver Canines), to expand their current commercial kennel operation.

Carver Canines, operated by Ms. Zimmerman and Mr. Pritchard, currently holds a Conditional Use Permit (CUP #PZ20230039) issued in 2023 to operate a dog boarding and daycare facility. The existing permit allows up to 50 dogs, a maximum of 17 employees plus two owners, and business hours from 7:00 AM to 7:00 PM daily. The facility includes an 11,400-square-foot remodeled building, two indoor play areas, and an outdoor fenced exercise area of approximately 6,500 square feet.

The applicants now seek approval of a new CUP (File #PZ20250049) to expand operations. The proposed changes include increasing the outdoor fenced exercise area by approximately 8,500 square feet for a total of about 15,000 square feet, raising the maximum number of boarded dogs from 50 to 100, and increasing the allowable number of employees to 30. Additionally, the request includes extending lobby hours for

dog pickup and drop-off to 6:00 AM – 10:00 PM daily, while outdoor exercise hours would remain limited to 7:00 AM – 7:00 PM on weekdays and 7:00 AM – 6:00 PM on weekends and holidays. The site plan also identifies vegetative screening and directional signage improvements.

The Minnesota Department of Transportation (MnDOT) did not have any concerns regarding the expansion of the operation, and the Waconia Township Board supports the request.

The Planning Commission approval is subject to conditions requiring compliance with the submitted operational and site plans, installation of vegetative screening, and directional signage as shown. If approved by the County Board, this CUP would replace and terminate the existing CUP #PZ20230039.

For the County Board's consideration, a Township Location Map and the Planning Commission's Resolution are attached. The full staff report from the January 20, 2026, 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 #PZ20250049 for the issuance of a Conditional Use Permit.

Fiscal Impact:

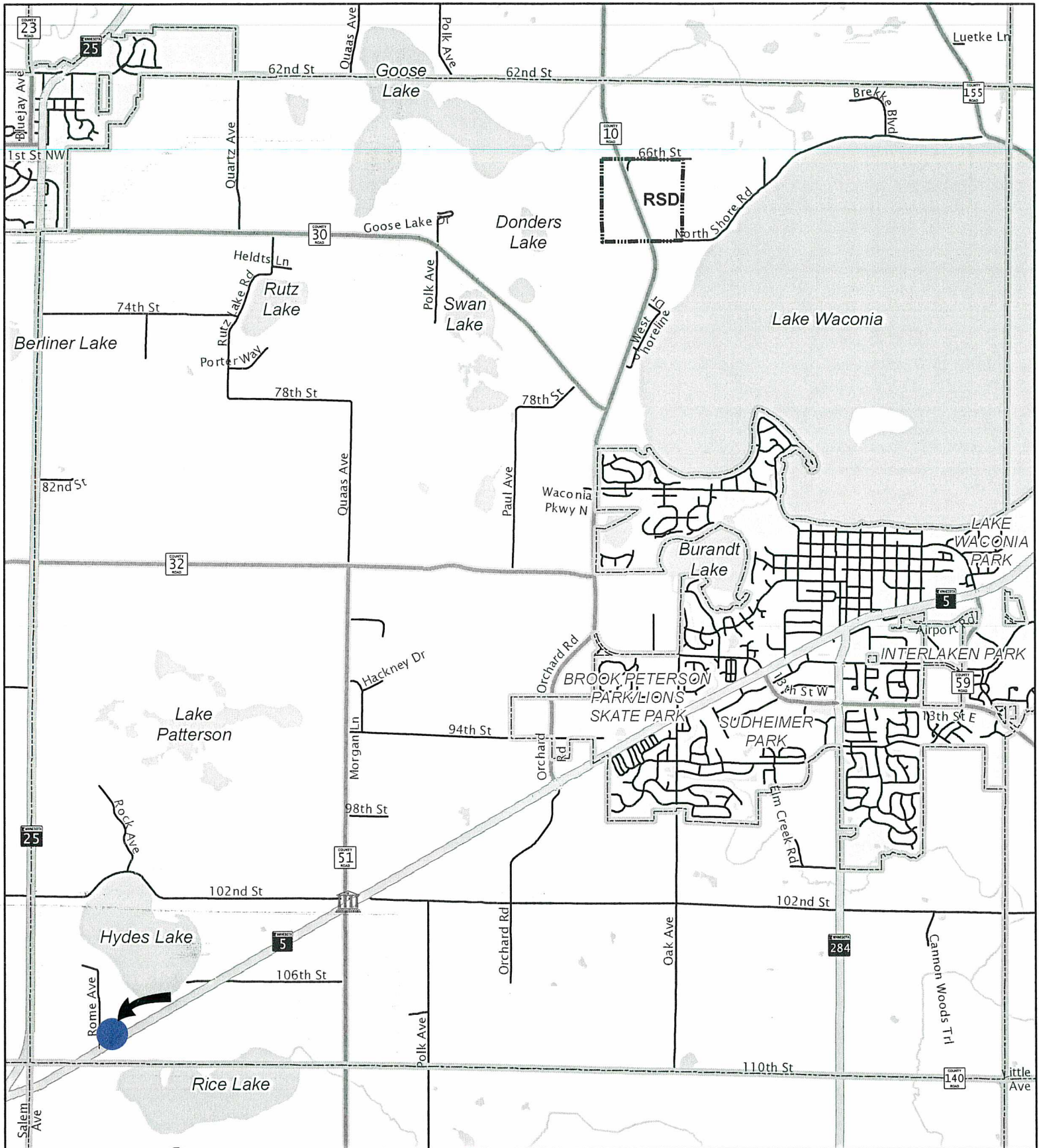
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

1. Waconia Township Location Map
2. CU-PZ20250049 - 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.



COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20250049

RESOLUTION #: 26-01

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

FILE #: PZ20250049

APPLICANTS: Laura Zimmerman and Douglas Pritchard

OWNER: GLE LLC

SITE ADDRESS: 13950 Hwy 5, NYA, 55397

PERMIT TYPE: Commercial Kennel

PURSUANT TO: Carver County Code Section 152.079 (C)(4)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 09-510-0080

WHEREAS, said application was duly considered at public hearings held by the Carver County Planning Commission at its regular meetings of November 18, 2025, and January 20, 2026; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. GLE LLC (Lyle Braun) owns a 3.55-acre parcel located in the South Half (S½) of Section 31, Waconia Township. The property is currently the site of dog boarding and dog day care facility owned by the applicants Laura Zimmerman and Douglas Pritchard. The property is improved with a commercial building of approximately 11,400 square feet, a fenced, enclosed area of about 6,500 square feet, and an accompanying parking lot. The remainder of the lot consists of a portion of agricultural production farm field and tree lines. The property is part of the Hydes Lake Shores Subdivision (Lot 1, Block 2) Plat from 1994, and is located in the Agricultural Zoning District, Shoreland Overlay District (Rice Lake) and the Carver County Water Management Organization (CCWMO) - Carver Creek watershed.
2. Prior to the applicants Laura Zimmerman and Doug Pritchard receiving a commercial kennel Conditional Use Permit (CUP) to operate their Carver Canines business at this property (#PZ20230039), they obtained a variance (V-#PZ20230028) to operate a commercial kennel from a parcel less than the required 5-acre size, on a property without a single-family dwelling for the owner to occupy and homestead. This also allowed for an operational area to be located within the 1,000-foot setback from a neighboring residence and within ½-mile of 12 neighboring residences. In 1997, a variance (V-10632) was also granted to install a monument sign with greater square footage than otherwise allowed.
3. The applicant is requesting a CUP amendment to expand upon the operation. The request was continued from the November 18, 2025, Planning Commission Meeting to allow the applicants time to make modifications based on Planning Commission discussion and attend a second Waconia Township meeting prior to the Planning Commission Board making a recommendation to the County Board of Commissioners.

The applicants seek to operate a commercial kennel to board up to 100 dogs for daily and overnight stays, expand the outside enclosed exercise areas, extend the operating hours from 6:00 AM - 10:00 PM for lobby hours (dog pickup and drop off), and increase the allowable number of employees to 30.

The CUP request is pursuant to Section 152.079 (C)(4) of the Carver County Code.

4. Carver Canines received a CUP (CU-PZ20230039) to operate the dog boarding and daycare business in 2023. The permit allowed typical business operating hours of Monday – Sunday, 7:00 AM - 7:00 PM. The operations plan listed a maximum of 17 employees plus two owners, with a maximum of five staff and a minimum of one staff member for the overnight shift. The maximum number of boarded dogs is currently 50, with an estimated daily range of 20 to 50 dogs. The outdoor fenced area for dog exercise is about 6,500 square feet in area, consisting of two distinct areas, though one fenced area was not constructed.
5. The applicants' narrative, dated November 21, 2025, requests an expansion of operations in the form of increasing the outdoor fenced exercise area by approximately 8,500 square feet to a total of about 15,000 square feet, increasing the maximum number of boarded dogs to 100, increasing the maximum number of employees to 30, and expanding the client lobby hours for dog pickup and drop-off to 6:00 AM - 10:00 PM daily. Outside exercise time for the dogs would be limited to 7:00 AM - 7:00 PM on weekdays and 7:00 AM - 6:00 PM on weekends and holidays.
6. The applicants' site plan, dated November 21, 2025, shows the existing property improvements and proposed fenced area expansion. Previous site improvements included the approximate 11,400 square foot building remodel, a parking area with both asphalt and gravel surfaces, and driveways leading to Hwy 5 and Rome Avenue. The site plan identifies Rome Avenue as "Enter Only" and the driveway access to Hwy. 5 as "Exit Only." Green shading in three separate areas north of the facility show proposed vegetative screening. The site plan also shows two proposed areas (outlined in yellow), along with the existing exercise area (outlined in blue), enclosing an approximate total of about 15,000-square foot area for outside dog-run areas surfaced with artificial grass. The exercise area in front of the structure, permitted by the 2023 CUP, is included in this proposal. Additionally, the facility contains two indoor play areas.

In their narrative the applicants note that even at maximum capacity, the outdoor play areas are approximately one-quarter the size of the area recommended by Pet Industry Association. The submitted fence detail exhibit, dated October 21, 2025, shows an eight-foot-tall chain link fence with white privacy slats to render it opaque. The applicants note that outdoor dogs are supervised and there are protocols in place to minimize barking. The applicants' letter states that the fenced area expansion complies with the 2023 variance condition to not encroach any closer to the nearest neighboring house to the southeast. There is no proposed expansion to the existing building.

7. Regarding the expansion of dog capacity to 100 dogs, the applicants state the reasons for the expansion are to:
 - i. *"Retain quality employees (we need to generate more income so we can increase pay rates for our employees).*
 - ii. *Keep up with demand (during busy travel times of the year we have had to decline many requests due to our capacity being so little – spring breaks, MEA breaks and holidays).*
 - iii. *Maintain a profitable business and position ourselves to grow with the community."*
8. The applicants' letter describes, *"Carver Canines currently has 18 employees plus 2 owners (20 total). With the increase in capacity, we will look to hire between 5-10 more staff (bringing the total to 25-30)."* The narrative includes a staffing schedule where about five employees would be present during the expected morning and afternoon/evening peak pickup and drop-off times and 1-2 employees overnight. *"Carver Canines will staff 24/7 for quality care and safety reasons."*
9. As a rationale for extending the public operating hours (but excluding the outside dog exercise time) to 6:00 AM to 10:00 PM daily for lobby hours only (dog pickup and drop off), the narrative offers, *"We would like the option to allow early/late drop-offs and pick-ups for customers. We have had customers occasionally request this based on their schedule or special circumstances."*
10. The applicants' narrative describes the improvements made to address the Waconia Township recommendations during their review of the existing CUP. The Township recommended that *"sound attenuation be installed in the building."* Carver Canines reports: *"The two warehouses attached to the building where the dogs are kept have been completely finished, to include using insulation throughout that helps with outdoor sound reduction."* Staff review of the 2024 building permit confirms that Carver Canines added fiberglass blown and batt insulation, along with additional steel reinforcement to the existing warehouse walls. The submitted floor plan dated January 3, 2024, from that building permit shows the current interior room configuration.

The Township also recommended Rome Avenue as the main access for vehicles. Carver Canines' responded: *"Customers have been advised to use the Rome Ave access instead of turning directly into the parking lot off Highway 5, especially during high traffic times and dangerous weather conditions for safety reasons."* Signage will be added to identify the Rome Ave. entrance to and Hwy. 5 exit from the facility. Shortly after the 2023 permit was issued, the property owner added gravel to improve that driveway.

The November 21, 2025, narrative also addresses sound attenuation:

"In addition, in order to reduce the barking noise impact on neighbors, in Spring 2026 we will be planting trees for sound reduction. Adjacent to the farm field, to replace poplar trees, will be a line of Black Hills Spruce (or similar conifer) trees. Adjacent to the proposed fence on the north side of the building will be white pine (or similar conifer) and deciduous trees, a minimum of six-feet in height and planted 15-feet off-center in two staggered rows, in the areas shown in the site plan. Trees will be added to northeast of the building as well."

11. The applicants' letter states that expected number of vehicles visiting the property per day will be *"in the range of 10 at peak times, 45 per day maximum. The total estimated number of vehicles in and out will be in the range of 100 per day."* Further, the letter reports that *"As recommended by the Waconia Township Board, traffic to and from the facility will be via Rome Avenue rather than Highway 5 as the main access to the facility since there is a left turn lane and bypass lane for entry onto eastbound Highway 5. Customers will pull up to the entrance to the facility and transfer their dogs via a Sally Port which is already a purposed-built feature of the facility."* MN Department of Transportation's 2024 vehicle counts show an average about 4,500 vehicles pass by the property per day. The Parking Plan, dated October 3, 2023, shows the 19-space parking lot. There is no proposed expansion of the parking area.
12. The applicant's narrative states that Lyle Braun, the current owner of the property, *"Will be personally involved in Applicant's ongoing business operations. Mr. Braun's cell phone number has always been linked to the location, and anybody can call if they have issues with the Applicant's operations. (Carver Canines has been operating out of this location since March 15, 2024, with no complaints)."*
13. Signage on the property currently consists of a 32-square-foot monument sign in the front of the building. No change to this signage is being proposed. The only signage modifications involve vehicle directional signs, as shown on the submitted site plan, including:
 - "Enter Only" at the Rome Avenue driveway.
 - "Exit Only", "Do Not Enter", and "Enter on Rome Avenue" at the Highway 5 driveway.
14. The proposed commercial kennel is located within in the Shoreland Overlay District and complies with the requirements set forth in Zoning Code Sections 152.108 and 152.135. With the granting of variance PZ20230028 and review of the submitted CUP materials, the proposal appears to meet the commercial kennel standards of the Zoning Code.
15. Regarding dog waste management, the applicants plan to continue to use a garbage service provider rather than the septic system for waste removal.
16. Lori Brinkman, Senior Environmentalist with Carver County Environmental Services, reviewed the application materials and in an email, dated October 29, 2025, stated:

"During the initial year of operation, Carver Canines submitted water use data from a water meter installed inside the facility in accordance with the operating permit issued February 23, 2024. Readings from May through December 2024 showed average water use at 110 gallons per day which is below the average flow that the mound septic system is designed to support. Water use estimates for staff from their recently submitted operational plan are 234 gallons per day which remains below the allowable 420 gallons per day. They are not in compliance with their operating permit for failure to submit wastewater strength analysis from the facility."

Ms. Brinkman reported to staff that the water samples were collected on November 4, 2025, and sent to the lab for analysis. In an email dated November 18, 2025, Ms. Brinkman reported on the lab results:

“Wastewater analysis from the Carver Canines Septic system has been received by Carver County. Waste strength analysis is within residential waste strength parameters which means the current mound system is capable of adequately treating the wastewater.”

17. Abigail Ernst, Water Resources Program Analyst with the Carver County Water Management Organization, reviewed the application and in an email, dated November 5, 2025, stated:

“The current impervious surface on site is approximately 22,000sf. The proposed expansion is adding approximately 10,000sf. The CCWMO stormwater treatment requirement is triggered at one acre of impervious, for this site. If in the future the site surpasses one acre of impervious, the owner will be required to treat all impervious on site. Artificial turf is considered impervious surface. Following the expansion, the applicant should complete a survey of the impervious and submit it to the Land Management Department so that there is a record of the impervious on site in case further work is proposed.”

18. Taylor Huinker, Department of Natural Resources (DNR) Area Hydrologist, reviewed the application, and in an email, dated October 29, 2025, reported that she had no comments.
19. The Minnesota Department of Transportation (MNDOT), the road authority for Hwy 5, was sent the application materials for review. An email dated December 16, 2025, from Regina Burstein, MnDOT Senior Transportation Planner, stated: *“MnDOT has no comments to make on this dog kennel expansion. The expansion will have minimal impacts to MnDOT ROW.”*
20. The Land Management Department received a letter dated November 11, 2025, expressing opposition to the proposed commercial kennel expansion. The letter stated that the *“proposed expansion transforms a small-scale operation into a larger commercial enterprise that threatens to further erode the tranquility of the country that we value so deeply.”*

The concerns included:

- Opposition to expanded hours of operation.
- Removal of trees surrounding the property since the kennel began operations.
- A request for a noise mitigation plan.

The letter also requested that:

- Any expansion of the outdoor dog play area excludes the portion facing Rome Ave residents.
- No additional lighting be installed facing neighbors on Rome Ave (North).
- Any new lighting does not remain active 24 hours per day.

The letter lists the following homeowners:

- Michael & Shannon Lovich – 10625 Rome Ave.
- Rachel & Mark Slater – 10545 Rome Ave.
- Greg & Dawn Kortuem – 10575 Rome Ave.
- Kent & Teri Bloudek – 13850 Hwy 5
- John & Heather Arvig – 10595 Rome Ave.

In addition, the Land Management Department also received an email from John Arvig, dated December 15, 2025, stating:

“We have heard a lot of barking already at this facility this past year. Nearly every day. But, I know I personally have not been very good at documenting it.”

21. During the January 20, 2026, public hearing, the Planning Commission reviewed the updated application materials and determined that the applicant provided sufficient documentation to address prior neighborhood concerns. These measures included additional screening, planting for noise mitigation, modified lighting, and signage for traffic flow.

22. In response to the comment regarding tree removal in the November 11, 2025, letter, Lyle Braun, owner of the Carver Canines property, sent an email dated November 14, 2025, stating:

I want to address the tree cutting issue. When Countryside was built in the early 90s there were a variety of trees planted as a visual break and a windbreak. We have some evergreen, and maple, maybe elm, and oak, some apple and crabapple and some various grape vine type things that I cannot identify. The trees that I cut down were Poplar or that type of fast growing softwood. Trees that grow fast and tall for a windbreak have a short lifespan like about 30 to 40 years. Last year there were 4 that fell over in winter and another 1 that I pushed over with the Bobcat. They fell in Harley Reicks field and needed to be cleaned up so He could plant corn. This summer I marked the dead trees that had no leaves on and bark was falling off. There were 10 completely dead, so I cut them down this fall after the corn crop was harvested, burned the brush and stacked up the logs to be cut for firewood later this fall. While a tree with leaves may absorb some sound, a dead tree would not, and it looks junky with dead trees around. I would prefer that they do not die, but they are getting to the end of their life span, at least for the poplars. I try to keep everything looking nice and neat around the property as best I can.

23. In response to comments expressed at the November 18, 2025, public hearing about the impact on neighbors of exterior lighting on the Carver Canines building, property owner Lyle Braun sent an email dated December 6, 2025, stating:

"I want to report that the lighting issue on the east side of the building, which was a concern of Mr. Lenzmeier at 13525 102nd Street, has been resolved. The night after the county meeting, I went to their residence to see what they were seeing, and the higher of the two lights was very bright even from across the lake. It is amazing how the glass reflectors work on LED light. I had my electrician disconnect that light, and then replace the lower light that is right above the doors with a different fixture that can be focused down. After the installation it still seemed bright, so I had the electrician back out to adjust it down some more. I went over on Friday night to look at it, then drove around the lake to meet with Mr. Lenzmeier and his wife. The light was still visible but greatly reduced and I think when the leaves are back on the trees and there is no white snow to reflect then it will be completely hidden from view. He was happy with the changes and I apologized to him that it took that long to get it resolved. It was not my desire to cause any issues with the lights. Countryside sits on top of a hill, and the Lenzmeier house is also somewhat on a hill from the lake, it seemed to make a clear path for the light to be observed, which I never took into consideration when I had them installed."

24. The Waconia Town Board reviewed and recommended approval of the request at their October 13, 2025, Town Board meeting with the following comment: *"Recommend approval changes to CUP as described in narrative presented to the Township."*

The Waconia Town Board reviewed and recommended approval of the request at their December 22, 2025, meeting with the following conditions: *"The Board approved the typed clarifications (trees, hours extended except for emergency pickup + drop-off – would be seldom. Also, recommend widening Rome Ave at the intersection with Hwy. 5. Also, there is currently a variance which allows a residence to be built closer to Carver Canines than 1,000 feet. The Township would not be against a continuation of this variance when the residence is built."*

Staff clarification: the issued variance (PZ20230028) allows for the operation of a commercial kennel (Carver Canines) within 1,000 feet of an existing neighboring residence and does not apply a setback to future residences.

25. 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 allowing for a commercial kennel expansion on the parcel legally described in Exhibit A, the previous commercial kennel CUP (#PZ20230039) and any other prior CUP's or amendments, would be terminated upon final approval (and recording) of the new CUP #PZ20250049 for a commercial kennel. The following conditions should be considered part of the permit:

1. The permit is subject to administrative review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early in the timeline of the proposed change as possible.
2. The commercial kennel shall operate in accordance with the operational plan (dated: November 21, 2025), site plan (dated: November 21, 2025), fencing detail exhibit (dated October 6, 2025), Building Floor Plan (dated January 3, 2024), parking plan (dated October 3, 2023), and additional agreements made in the recorded as it pertains to the modified exterior lighting. These plans and Planning Commission meeting record shall be attached to and become part of this permit. This request only allows for up to a total of 100 dogs and a maximum staff capacity of 30 persons (workers and owners), the use of the existing building, surrounding area for outdoor (fenced) play areas shown in the site plan, and vehicle parking/access as part of the activity. The Permittee shall install vehicle directional signage to indicate "Enter Only" at the Rome Avenue driveway and "Exit Only", "Do Not Enter", and "Enter on Rome Ave." at the Highway 5 driveway, as shown in the site plan. The Permittee shall plant vegetative screening as shown in the site plan and described in the narrative. Changes in the use of existing building or the construction of a new building(s) or any plans to enlarge the facility in the future, would require the applicant to apply and receive a new Conditional Use Permit.
3. The Permittee shall comply with all conditions specified in Variance #PZ20230028 and Variance #10632 regarding the operation of the commercial kennel, operational area location, and property signage.
4. The existing building shall not be improved to the extent that the improvements constitute a dwelling, as defined by the MN Building Code and/or the County Building Official's determination, unless a Building Eligibility is transferred to the parcel and all proper building and Subsurface Sewage Treatment System (SSTS) permits are obtained.
5. The facility shall have limited lobby hours for dog pickup and drop off shall from 6:00 AM – 10:00 PM daily, except in the case of a veterinary emergency. Outside exercise time for the dogs shall be limited from 7:00 AM - 7:00 PM on weekdays and 7:00 AM - 6:00 PM on weekends and holidays. Any changes to the months, days, or hours of operation would require the submittal of a new CUP application.
6. Any grading and/or filling activity on the property shall be completed in accordance with the Carver County Water Management Organization (CCWMO) and the Wetland Conservation Act (WCA), if applicable. Any site improvements shall be completed pursuant to Chapter 153 – Water Resource Management. Stormwater Management review and approvals are required prior to the issuance of construction and/or building permits. The permittee shall comply with all Carver County Shoreland Regulations.
7. The Permittee shall comply with the road authority's (Rome Avenue - Waconia Township AND Hwy 5 - MnDOT) access requirements, improvements and/or standards, if applicable. Parking along Township and County rights-of-way shall be prohibited.
8. The Permittee shall submit Certificate of Workers' Compensation Insurance to the Land Management Department annually when there are additional employees beyond the owner/operator. The insurance shall be maintained for the duration of the CUP.
9. The Permittee shall always comply with the County standards as detailed in Chapter 152 – Zoning Code, Chapter 154 – Sign Regulations, Chapter 52 - Subsurface Sewage Treatment System (SSTS) regulations, Chapter 54 – Feedlot regulations, MN State Building Code requirements, and all other applicable local, state, and federal regulations.

ADOPTED by the Carver County Planning Commission this 20th day of January 2026.

Matthew Kerber

Matthew Kerber (Jan 23, 2026 11:50:56 CST)

Matthew Kerber, Chairman

Carver County Planning Commission



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Accept Donations from American Legion to Health and Human Services

RBA Number: 2026-55

Department: Health & Human Services - Administration

Contact: Kate Probert, Income Support Manager, 952-361-1713

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

On December 12, 2025, Carver County Health and Human Services (CCHHS) received a generous cash donation of \$500 from the American Legion Post 57. This donation was given in recognition of the outstanding work our CCHHS staff does on behalf of the County, particularly in addressing the needs of our residents and ensuring the safety of children within our community.

CCHHS plans to use these funds to support staff development initiatives. Investing in staff development is crucial as it aids in retention and productivity, fosters a culture of continuous learning, adaptability, and leadership, and ensures personal effectiveness and team achievement.

Action Requested:

Motion to accept cash donation of \$500 (five hundred dollars) and approve Carver County Health and Human Services utilizing the funds to support Carver County Health and Human Services Staff Development.

Fiscal Impact:

Funding:	Amount Budgeted:
Cash Donation from American Legion 57	\$500

Related Fiscal/FTE Comments:

Staff development line item has already been set up within the approved Health and Human Services budget. Funds will be added to the 11-422 GL area of the approved Health and Human Services budget.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Request for Approval of 2026 STOC Wage Scale
RBA Number: 2026-257
Department: Employee Relations
Contact: Mia Johnson, Employee Relations Business Partner,
952-361-1504
Presenter:
Contract Name & Number:
Meeting Date: February 17, 2026
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Carver County Employee Relations Division maintains a schedule of wage ranges for various seasonal, temporary and on-call (STOC) positions, which in addition to regular full-time and part-time employees, allow the County to effectively deliver services in a variety of areas. Where seasonal or occasional assistance is required, these positions play a valuable role in our workforce.

Employee Relations recommends an update to the STOC wage ranges to allow for greater flexibility in the current job market and to continue to enable departments to attract candidates to seasonal, temporary, and on-call positions in a competitive employment market. STOC Wage Schedule updates focus primarily on addressing seasonal worker ranges ahead of annual seasonal staffing and ensuring STOC wage ranges are adjusted should additional temporary employees be needed with potential increased employee leaves of absence.

Recommended STOC Wage Scale updates do not have a direct immediate impact on actual rates for current staff. Employee Relations, in partnership with the hiring manager, will continue to review qualifications of the candidate and related market

conditions when determining actual wage.

Divisions utilizing STOC personnel will continue to be responsible to maintain overall STOC costs within the approved budgets for this purpose and no funds are being requested with these recommended adjustments.

Action Requested:

Motion to approve the updated attached 2026 rate chart for seasonal, temporary and on-call (STOC) positions.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

1. 2026 Rates for STOC Positions

2026 Rates for Seasonal, Temporary, and On-Call Positions

On-Call/Temporary/Seasonal Public Works (Highway Maintenance Aide, Shop Helper, Parks Services Attendants, Park Maintenance, Light Duty Operator, Recreation Instructor, Recreation Asst, Campground Attendant, etc.)	\$15.00 - \$26.00
On-Call/Temporary/Seasonal Public Works - Skilled Operator (Highway Maintenance Worker, Equipment Technician, Transportation Technician, & other heavy equipment operator positions)	\$20.00 - \$42.00
AIS Watercraft Inspector (level 1)	\$15.00 - \$20.00
AIS Watercraft Inspector (level 2)	\$16.00 - \$21.00
AIS Lead Inspector	\$18.00 - \$24.00
Election Judges	\$15.00 - \$25.00
On-Call/Temporary Support Personnel (Library Shelves, Library Asst, Receptionists, File Clerks, Accounting Clerks, Admin Asst, Paraprofessionals, HHS Program Tech, Engineering/Survey Asst, GIS Asst, Interns, Greeters, IT Support, etc.)	\$15.00 - \$45.00
On-Call/Temporary Professional Level Personnel (Associate Librarian, Librarian, Therapist, Social Worker, Attorney, Public Health Nurse, Engineer, Accountant, Project Manager, Business Analyst, Supervisor/Manager, & other Degreed Professionals)	\$30.00 - \$70.00
On-Call/Temporary Information Technology Personnel (Systems Engineer, GIS Analyst, Solutions Architect, Database Administrator, Security Analyst, Infrastructure, Applications Analyst, & other IT technical positions)	\$27.00 - \$70.00
On-Call/Temporary Public Safety Personnel (911 Dispatcher, Deputy Sheriff, Detention Deputy, & other Public Safety Personnel)	\$28.00 - \$50.00

Seasonal, temporary, and on-call workers shall be paid within the range listed above for the type of work they will perform. STOC pay rates will be based on qualifications, experience, related market conditions, and other relevant factors as permitted by law. Movement within the range shall be based on the specific situation of each worker, given the nature of the assignment. No STOC worker shall be paid above the maximum listed above for any given position.

**Minimum wage requirements will be adjusted to comply with the large employer provisions for MN. Minnesota's minimum wage is indexed to inflation; the inflationary increase is capped at 2.5% per year. Impacted minimum wages will be adjusted accordingly.*

Approved by the County Board on XX/XX/2026



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Interest Arbitration Award and 2025-2026 Collective Bargaining Agreement Updates for MNPEA Licensed Sergeants Unit

RBA Number: 2026-261

Department: Employee Relations

Contact:

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The County and the MNPEA Licensed Sergeants Bargaining Unit reached impasse in negotiations for the 2025 - 2026 collective bargaining agreement. Consistent with Minnesota Statute 179A, an essential unit may proceed to binding interest arbitration at such time. The arbitration was held, and an award has been received. The collective bargaining agreement has now been updated with changes agreed to by the parties and the arbitrator's ruling on the additional issues.

Following is a summary of the highlights:

- Two year agreement (2025 – 2026)
- General Adjustment effective first full pay period in January
 - o 2025 General Adjustment: 4.00%
 - o 2026 General Adjustment: 4.00%
- Annual performance-based compensation effective first full pay period in March
 - o 2025 Performance-Based Compensation: Needs Improvement 0.00% or Achieved Performance 3.00%
 - o 2026 Performance-Based Compensation: Needs Improvement 0.00% or

Achieved Performance 3.00%

- o Multiple updates to streamline the County's performance-based compensation system for more effective administration and employee clarity
- Implement salary ranges as established by County Board effective first full pay period in January 2025
- Implement salary ranges as established by County Board effective first full pay period in January 2026
- Elimination of promotional trial period language and end of trial period
- Clarification of Injury on Duty language as proposed by the County
- Update promotional increase provision to comply with MN pay history ban law. Salary placement will be determined based on qualifications, experience, performance, and other relevant factors as permitted by law.
- The employer and the employee will split the premiums for the MN Paid Family and Medical Leave program on a 50/50 basis
- Incorporate provision relating to Earned Sick and Safe Time (ESST) law that the documentation provisions referenced in Minn. Stat. 181.9447, subd. 3 shall not apply to paid leave available to an employee for absences from work in excess of the minimum amount required by ESST
- Addition of language in relation to ESST law that employees in this unit may not use leave under the provisions of ESST for closure of the County due to weather or other public emergency, or an employee's need to care for a family member whose school or place of care has been closed due to weather or other public emergency, pursuant to Minn. Stat. 181.9447 subd. 1, clause (4)
- 2025 Insurance: Incorporate the terms of the 2025 Health Insurance MOA
- 2026 Insurance: Increase County cafeteria contributions reflecting defined dollar amounts. Maintain percentages defined in current contract language.
 - o Employee: \$1,045.34
 - o Employee + Child(ren): \$1,708.06
 - o Employee + Spouse: \$2,472.21
 - o Family: \$2,741.90
- 2026 HSA Contribution: Increase to \$1,350 for employee / \$3,300 for employee + and family tiers
- Addition of holiday language updates and provisions
- Uniform Allowance – Increase uniform allowance for Licensed Sergeants to \$1,090 in 2025 and to \$1,240 in 2026
- Addition of Investigation Sergeants assignment pay differential of \$2.50 per hour for time worked performing assigned duties of Investigation Sergeant

Action Requested:

Motion to approve the arbitration award and the 2025-2026 MNPEA Licensed Sergeants Unit Collective Bargaining Agreement.

Fiscal Impact:

Funding:	Amount Budgeted:
County Funding	\$2,329,435

Related Fiscal/FTE Comments:

The wages and benefits for 2026 budget for MNPEA Licensed Sergeants is \$2,329,435.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Charitable Gambling Application for Exempt Permit-
Carver County Pheasants Forever Chapter 117

RBA Number: 2026-263

Department: Property & Financial Services - Elections & Licensing

Contact: Heather Perkins, Elections & Licensing Specialist, 952-
361-1976

Presenter:

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Consent

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

Background/Justification:
A Charitable Gambling application for an exempt permit was received from Carver County Pheasants Forever Chapter 117. They plan to hold a raffle and bingo on March 28, 2026, at Sticks Tavern located at 6940 Dahlgren Rd, Chaska MN 55318.

Action Requested:
Approval to issue a Charitable Gambling License to Carver County Pheasants Forever Chapter 117 for raffle and bingo to be held on March 28, 2026.

Fiscal Impact:	
Funding:	Amount Budgeted:



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Intergovernmental Agreement with USMS
RBA Number: 2026-246
Department: County Sheriff - Jail Services
Contact: Zachary Beebe, Detention Sergeant, 952-361-1749
Presenter:
Contract Name & Number: Intergovernmental Agreement with USMS 25-612
Meeting Date: February 17, 2026
Item Type: Consent

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

Background/Justification:
This intergovernmental agreement (IGA) between the Carver County Sheriff's Office and the United States Marshal's Service is an update to an existing agreement that was signed on 01/08/1997. The new agreement provides for a \$102 daily per diem rate, per inmate. Additionally, the agreement stipulates that the USMS will reimburse CCSO for medical services, including emergency medical transport, requiring two licensed deputies, that will be compensated at \$48 an hour, per deputy.

Action Requested:
Approve Intergovernmental Agreement with USMS

Fiscal Impact:	
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

This agreement will pay CCSO a per diem rate of \$102 per inmate. CCSO will be reimbursed for any medical services, including emergency medical transport with two licensed Deputies that is compensated at \$48 an hour, per Deputy.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Sheriff's Office K9 donation
RBA Number: 2026-264
Department: County Sheriff - Patrol Services
Contact: Mike Wollin, Commander, 952-361-1857
Presenter:
Contract Name & Number:
Meeting Date: February 17, 2026
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The Sheriff's Office acquired K9 Jax in February 2024 and purchased him through the vendor, Performance Kennels, Inc. According to the Capital Asset Inventory form, the total cost of the dog and initial training was \$18,850.00. Jax has become increasingly physically aggressive with both his handler and the handler's family. Training and corrective measures by the handler and outside trainers have not been successful in remedying the problem. There is significant concern that if Jax is retained by the Sheriff's Office, he will become physically aggressive with a member of the public, which creates substantial liability and reputational risks for the Sheriff's Office and Carver County. Due to the physically aggressive nature of the dog, Sheriff's Administration has determined it would not be appropriate to allow the dog to be purchased by a county employee or private citizen from the county due to the liability risk. The Sheriff's Office has researched options and determined that donating Jax to the Warrior Dog Foundation in Dallas, Texas is the most appropriate option. The Warrior Dog Foundation is a nonprofit organization that works to rehabilitate former military and police working dogs, that would otherwise be euthanized, with the eventual goal of rehoming them. Contact has been made with the Warrior Dog Foundation and they have agreed to accept Jax if donation is approved by the Board.

Action Requested:

Approve donation of K9 Jax to Warrior K9.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:**Attachments:**

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Approve Jail Pharmacy Provider
RBA Number: 2026-265
Department: County Sheriff - Jail Services
Contact: Zachary Beebe, Detention Sergeant, 952-361-1749
Presenter:
Contract Name & Number: Jail Pharmacy Provider 25-631
Meeting Date: February 17, 2026
Item Type: Consent

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

Background/Justification:
This is a service agreement between Diamond Drugs, LLC., and the Carver County Jail for the provision of pharmacy services. Services include the delivery of prescription drugs and medical devices. There is no set amount due, as it is an as-used agreement. This pharmacy will replace Hopkins Center Drug as the primary provider of inmate medications, with Hopkins Center Drug becoming the jail's backup pharmacy. Hopkins Center Drug's service has not been up to the standard acceptable for the Jail clinic and has a higher cost than what Diamond can provide.

Action Requested:
Motion to approve the agreement to provide pharmacy services for the Jail.

Fiscal Impact:	
Funding:	Amount Budgeted:



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: County Administrator's 2025 Annual Performance Evaluation Summary

RBA Number: 2025-2433

Department: Employee Relations

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

Presenter: Kerie Anderka, Employee Relations Division Director

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Regular Session

Strategic Initiative:

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

Background/Justification:

As provided by Minnesota Statute, the Board met with County Administrator David Hemze on January 27, 2026 in closed session to discuss his 2025 performance. The summary of their discussion is as follows:

County Administrator Hemze continued to provide excellent leadership during 2025, reflecting his deep experience and commitment to Carver County. His knowledge and wealth of experience position him to guide the County in preparing to thrive into the future. Administrator Hemze has demonstrated his ability to effectively lead through complex issues, establish and maintain strong professional relationships, deliver on goals, leverage technology and innovative solutions, and meet the challenges and opportunities of an evolving environment. His significant knowledge, expertise, leadership, and accomplishments reflect overall performance excellence in 2025.

Action Requested:

Motion to approve an overall rating of "achieved performance" for County Administrator Hemze's 2025 performance.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

None

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: County Administrator Salary and Salary Range Market Data Review

RBA Number: 2026-262

Department: Employee Relations

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

Presenter: Kerie Anderka, Employee Relations Division Director

Contract Name & Number:

Meeting Date: February 17, 2026

Item Type: Regular Session

Strategic Initiative:

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

Background/Justification:

In keeping with the County's practices for evaluating market competitive alignment for specific jobs as warranted by significant shifts in the market or other factors indicating the need for market data analysis, comparable metro and suburban county market data was recently collected and evaluated in relation to the County Administrator role. This includes information for comparable positions with job titles of County Administrator and County Manager. The data shows that the Carver County Administrator salary range and actual salary reflect significant misalignment with the market.

Based on a review of 2026 County Administrator/Manager actual base salary information, if the County Board takes no action to address market misalignment, the County Administrator's 2026 base salary is projected to lag the metro/suburban comparable county market average by around \$56,639, which is approximately 25.62% below the market average. The Carver County Administrator has a documented history of high performance in this leadership role, contributing significantly to the County's high level of service delivery, sound fiscal management, and overall sound performance; and also has significantly more tenure in his current position compared to peers in other

metro and suburban counties.

Several factors were identified that appear to have influenced the market misalignment Carver County is currently experiencing specific to this position. Up until May 2023, Minnesota law set limits for local government compensation, defining a cap that affected more highly compensated local government leadership employee salaries, unless the organization went through a process to request and successfully obtain exceptions for specific positions. Carver County did not seek an exception to the local government salary limits set by Minnesota law, which directly compressed the County Administrator's salary in relation to peers over multiple years. Other metro and suburban counties sought and obtained exceptions to the cap on local government salaries prior to the law being eliminated. In May of 2023, the law that defined a cap for local government employee salaries was repealed. This allowed local government organizations to more effectively compete for qualified leadership talent, adjusting their salary ranges and compensation to more appropriately align with the actual market.

Additionally, data reflects that comparable counties have experienced more turnover in their top leadership positions, while Carver County has maintained a stable and experienced leadership team. As other counties experienced turnover, new leaders were started at higher rates in alignment with the market, which further shifted the market data for this role.

The Carver County Administrator salary range is a key factor in the incumbent's compensation significantly lagging the market. The 2026 salary range for this position lags the market average by approximately \$65,540 or around 44.47% at the range minimum, and lags the market average by approximately \$95,394 or around 43.14% at the range maximum. The Carver County Administrator's base salary has been capped and held back by the salary range market misalignment over several years.

Action Requested:

Defining an exception salary range and/or a market salary adjustment is based on the Board's discretion after considering the current market data that will be presented. The following information provides a template for potential Board action, with specific information to be determined by the County Board.

Move to approve a Resolution that establishes an exception salary range for the County Administrator position to address significant misalignment with the comparable market, effective February 23, 2026, establishing the exception salary range based on comparable market data, defining a 2026 exception range minimum of \$211,770.80 and a range maximum of \$317,656.20. Delegate authority to Employee Relations to maintain and update the exception range by applying comparable range adjustments when countywide non-bargaining employee ranges are periodically adjusted.

Move to approve a Resolution that applies a one-time market adjustment to the County Administrator's compensation rate to address significant misalignment with the comparable market, effective February 23, 2026, basing the adjustment on comparable

market data and setting the new rate of pay to equate to an annual salary of approximately \$277,763. This market adjustment shall be considered to include any performance-based pay increase that would otherwise be applied effective the first full pay period in March 2026.

Fiscal Impact:

Funding:	Amount Budgeted:
County Funding	\$49,342

Related Fiscal/FTE Comments:

Costing is based on total additional cost in 2026 and premised on the optional motion templates as outlined above. Actual cost will be based on Board decisions and the specific action taken by the County Board.

If the Board wishes to proceed with the approach provided in the template, the Commissioner Contingency included in the 2026 Budget, is the recommended funding source to cover the incremental 2026 cost.

Attachments:

1. Resolution Defining 2026 County Administrator Market Exception Range and Compensation
2. County Administrator-Manager Salary Data 2.17.26
3. County Administrator-Manager Range Data 2.17.26
4. CommissionerContingencyForm

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

**Resolution Defining 2026 County Administrator
Market Exception Salary Range and Compensation Adjustment**

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

WHEREAS, the Carver County Board of Commissioners has authority to establish and revise compensation and salary ranges for non-bargaining employees, including the County Administrator; and

WHEREAS, a review of comparable metro and suburban county market data reflects the Carver County Administrator position's salary range and actual salary show significant misalignment with the market; and

WHEREAS, comparable county market data reflects the 2026 *salary range* for the County Administrator position lags the market average by approximately \$65,540 or around 44.47% at the range minimum, and lags the market average by approximately \$95,394 or around 43.14% at the range maximum; and

WHEREAS, based on a review of comparable county market 2026 county administrator *actual base salary* data, if the Carver County Board takes no additional action to address market misalignment, the Carver County Administrator's 2026 actual base salary is projected to lag the comparable county market average by around \$56,639, which is approximately 25.62% below the market average; and

WHEREAS, the County Board intends to address the significant misalignment of the County Administrator salary range by establishing an *exception salary range* for this position based on the comparable county market salary range average data; and

WHEREAS, the County Board intends to address the significant misalignment of the County Administrator *actual base salary* by defining a one-time market adjustment based directly on the comparable county market average base salary data; and

THEREFORE, BE IT RESOLVED, to address the significant misalignment of the Carver County Administrator *salary range* and *actual base salary* in relation to metro and suburban comparable county market data, effective February 23, 2026:

- A. A 2026 exception salary range shall be established for the County Administrator classification with a range minimum of \$211,770.80 and a range maximum of \$317,656.20.
- B. Authority is delegated to Employee Relations to maintain and update this exception range by applying comparable range adjustments when countywide non-bargaining employee ranges are periodically adjusted.
- C. Apply a one-time market adjustment to the County Administrator's compensation rate, setting the new hourly equivalent rate of pay at \$133.54, reflecting an annual equivalent of approximately \$277,763.
- D. This market adjustment shall be considered to include any performance-based pay increase that would otherwise be applied effective the first full pay period in March 2026.

BE IT FINALLY RESOLVED, that the County reserves the right to make additional adjustments to compensation or benefits by amendment to the Carver County Personnel Policies or future 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 17th day of February 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 February 2026

County Administrator

County Administrator/Manager Salary Data

Year	Dakota County	Anoka County	Washington County	Scott County	Hennepin County	Ramsey County	Average Salary/Years (Excluding Carver)	Carver County	Carver County \$ Amount Below Average	Carver County Estimated % Below Average
2019 Base Salary	\$188,937	\$164,985	\$185,161	\$178,241	\$226,952	\$185,525	\$188,300	\$175,621	-\$12,679	7.22%
2020 Base Salary	\$199,394	\$175,364	\$188,697	\$181,450	\$238,442	\$192,946	\$196,049	\$178,782	-\$17,267	9.66%
2021 Base Salary	\$201,388	\$179,088	\$188,698	\$183,627	\$250,507	\$192,946	\$199,376	\$180,927	-\$18,449	10.20%
2022 Base Salary	\$204,416	\$169,935	\$196,248	\$189,319	\$264,473	\$192,946	\$202,890	\$192,144	-\$10,746	5.59%
Minnesota Governor's Salary Cap Law Eliminated										
2023 Base Salary	\$217,703	\$206,918	\$205,067	\$201,151	\$279,217	\$216,694	\$221,125	\$198,432	-\$22,693	11.44%
2024 Base Salary	\$255,000	\$249,500	\$218,400	\$213,221	\$353,284	\$249,999	\$256,567	\$204,401	-\$52,166	25.52%
2025 Base Salary	\$260,000	\$257,004	\$244,608	\$226,546	\$331,062	\$267,500	\$264,453	\$212,576	-\$51,877	24.40%
*2026 Base Salary	\$281,450	\$264,721	\$259,284	\$249,201	\$344,304	\$267,500	\$277,743	\$221,104	-\$56,639	25.62%
Completed Years in Position (as of 12/31/25)	1	1	5	6	0	1	2.33	21		

*Carver County Administrator 2026 base salary figure is premised on assumption of "achieved performance" rating and capped by max of the 2026 salary range. Performance-based compensation that exceeds the salary range maximum is provided as a one-time lump sum.

2026 County Administrator/Manager Salary Range Data

County	2026 Salary Range Minimum	2026 Salary Range Maximum	Incumbent 2026 Salary
Anoka	\$243,817.60	\$365,726.40	\$264,721
Dakota	\$182,022.00	\$284,410.00	\$281,450
Hennepin	\$254,741.00	\$382,112.00	\$344,304
Ramsey	NA	NA	\$267,500
Scott	\$185,402.26	\$278,092.67	\$249,201
Washington	\$198,660.80	\$272,147.20	\$259,284
Average	\$212,928.73	\$316,497.65	\$277,743
Carver	\$147,388.80	\$221,104.00	\$221,104
\$ Difference between Carver and Average	-\$65,539.93	-\$95,393.65	-\$56,639.00
% Difference between Carver and Average	44.47%	43.14%	25.62%



Carver County Board of Commissioners
Commissioner Contingency Request Form

Agenda Item: Item 3.2- CA Salary & Salary Range Market Data Review

Department: Employee Relations

Meeting Date: 2/17/2026 Requested By: Employee Relations

Fund: ☒ 01 - General

DEBIT	TOTAL	\$49,342.00
Description of Accounts	Acct #	Amount
Sal/Ben	01-030.61xx	\$49,342.00

CREDIT	TOTAL	\$49,342.00
Description of Accounts	Acct #	Amount
Commissioner Contingency	01-001.6829	\$49,342.00

Commissioner Contingency Beginning of the Year Balance:	\$50,000.00
Commissioner Contingency Current Adjustment:	-\$49,342.00
Commissioner Contingency Previous Adjustment:	\$0.00
Remaining Balance After Adjustment:	\$658.00

Reason for Request:

If the Board wishes to proceed with the approach provided in the template, the Commissioner Contingency included in the 2026 Budget, is the recommended funding source to cover the incremental 2026 cost of the market adjustment