

**Carver County Board of Commissioners
March 16, 2021
Regular Session**

Agenda Amendments

Add to Consent Agenda:

- 5.25 Application for a 1 Day to 4 Day Temporary On-Sale Liquor License for St. Peter Lutheran Church, Watertown
- 5.26 Consumption & Display Permit for Marsh Lake Hunting Preserve, Inc

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Application for a 1 Day to 4 Day Temporary On-Sale Liquor License for St. Peter Lutheran Church, Watertown**Primary Originating Division/Dept: Meeting Date: Contact: Title:

Item Type:

Amount of Time Requested: minutesPresenter: Title: Attachments: ☐ Yes ☒ No**Strategic Initiative:****BACKGROUND/JUSTIFICATION:**

St. Peter Lutheran Church, 3030 Navajo Ave, Watertown has applied for a 1 Day to 4 Day Temporary On-Sale Liquor License. They are planning an event for Sunday, May 23, 2021. The event will be held in the church parking lot and grounds. The officers are Dale Muhs (President); Brenda Dressel (Vice-President); Deborah Muhs (Secretary); Joyce DeNomme (Treasurer); & Dale Muhs (Chairman). There are no delinquent taxes on this property.

ACTION REQUESTED:

Motion to approve the 1 Day to 4 Day Temporary On-Sale Liquor License application for St. Peter Lutheran Church, Watertown for Sunday, May 23, 2021.

FISCAL IMPACT: If "Other", specify: **FTE IMPACT:** **FUNDING**

County Dollars =

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7530

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Consumption & Display Permit for Marsh Lake Hunting Preserve, Inc

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

Shawn Eastman, Manager of Marsh Lake Hunting Preserve, Inc has applied for annual renewal of their Consumption & Display Permit for 2021-2022. Marsh Lake Hunting Preserve, Inc is located at 5785 Hunters Rd, Chaska. There are no delinquent real estate taxes on this property.

ACTION REQUESTED:

Motion to approve the annual renewal of the Consumption & Display Permit for Marsh Lake Hunting Preserve, Inc.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

☐ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7534



CARVER COUNTY

minnesota

Carver County Board of Commissioners

March 16, 2021

Regular Session

Under Minnesota Statute 13D.021 the County Board has made a determination that an in-person meeting is not practical or prudent because of a health pandemic and an emergency has been declared under chapter 12.

The physical meeting location (Board Room) is closed because it is not feasible to be open due to the health pandemic. This meeting will be conducted via videoconference due to COVID-19 concerns.

Individuals who wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at <https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the videoconference to provide public comments during the meeting please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a Webex invitation.

Public comments that relate to an item on the agenda will be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

The meeting will be webcast live
at: <https://www.youtube.com/user/CarverCountyMN/live>

- 9:00 a.m. 1. a) **CONVENE**
 b) **Pledge of allegiance**
 c) **Public comments submitted via email/voice mail**
2. Agenda review and adoption
3. Approve minutes of March 2, 2021, Regular Session..... 1-4
4. Community Announcements
- 9:05 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Joint Powers Agreement with State of MN - BCA for Use of the
 Criminal Justice Data Network (CJDN) including Court Data
 Services Amendment..... 5-6
- 5.2 Highway 33 Revocation in Norwood Young America 7-8

5.3	Request for approval to contract with Northwest Asphalt Maintenance Inc	9-11
5.4	Request for approval to contract with Henry G. Meigs LLC.....	12-13
5.5	Professional Service Agreement with Husky Construction, Inc.	14
5.6	Award of the contract for the Highway 50 Project - Bevans Creek Area and Highway 43 Resurfacing Project.	15-18
5.7	Professional Services Agreement with Mckinzie Metro Appraisals for the Highway 24 Project.....	19
5.8	2020 County Feedlot Officer (CFO) Annual Report.....	20

Connections: Develop strong public partnerships and connect people to services and information

5.9	Joint Powers Agreement with Three Rivers Park District and Professional Services Agreement with Bolton and Menk for the Crow River Regional Trail Connection Project.....	21
5.10	Request for approval to contract with Envisionware INC.....	22
5.11	Letter of Support for I-494 INFRA Grant Application	23-24
5.12	Agreement with Carver County, Chanhassen, and Chaska to engage a consultant for a dispatch operations study and Professional Services Agreement with Fitch & Associates to perform the dispatch study	25

Culture: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government

5.13	Extension Staffing.....	26-27
5.14	Request to Increase License Center Staffing.....	28-29

Growth: Manage the challenges and opportunities resulting from growth and development

5.15	Utility Relocation and Release of Easements Agreement for US 212 Project	30
5.16	Professional Services Ageement with HDR Engineering, Inc. for the Highway 212 Project - Dahlgren Township	31
5.17	Resolution to Support and Adopt the Highway 10 and Highway 11 Corridor Study - Victoria/Chaska Area	32-34
5.18	Resolution to Support and Adopt the Arboretum Area Transportation Plan	35-37
5.19	Settlements for Right of Way Acquisition for the Jonathan Carver Parkway Project – Phase 1.....	38-41
5.20	Settlements for Right of Way Acquisition for the US 212 Project – Dahlgren Township.....	42-45
5.21	Resolution of Support for State Bonding for County Highway 18 (82nd St. W)	46-48
5.22	Resolution of Support for US Highway 212 INFRA Grant Application.....	49-51
5.23	Request to Increase Land Records & Vitals Department Staffing	52-53

Finances: Improve the County's financial health and economic profile

5.24	Review/Social/Commissioners' Warrants.....	NO ATT
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- 9:10 a.m. **6. GROWTH: Manage the challenges and opportunities resulting from growth and development**
- | | | |
|-----|--|-------|
| 6.1 | Charles Dahlke Bequest to Carver County Public Library | 54-60 |
|-----|--|-------|

- 9:25 a.m. **7. COMMUNITIES: Create and maintain safe, healthy and livable communities**
 7.1 Resolution Extending the Declaration of a Local Emergency 61-63
 7.2 COVID-19 and Reopening Update..... 64-72
- 10:10 a.m. **8. County Administrator Report**
- 10:15 a.m. **ADJOURN REGULAR SESSION**

David Hemze
County Administrator

UPCOMING MEETINGS

March 23, 2021	9:00 a.m. Board Work Session
April 6, 2021	9:00 a.m. Board Meeting
April 13, 2021	No Meeting
April 20, 2021	9:00 a.m. Board Meeting
April 27, 2021	9:00 Board Work Session

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on March 2, 2021. The building remained closed due to the health pandemic but was webcast live. Chair Tim Lynch convened the session at 9:11 a.m.

Members present: Tim Lynch, Chair, John P. Fahey, Matt Udermann and Tom Workman (present in County Board Room) and Gayle Degler (participating via WebEx).

Members absent: None.

No public comments were received.

Degler moved, Fahey seconded, to approve the agenda. On a roll call vote, Degler, Fahey, Lynch, Udermann, Workman voted aye. Motion carried unanimously.

Fahey moved, Degler seconded, to approve the minutes of the February 16, 2021, Regular Session. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

Workman moved, Fahey seconded, to approve the following consent agenda items:

Approved the special use permit for Special Olympics Minnesota for the March 20, 2021, polar plunge fundraiser event held at Lake Waconia Regional Park.

Resolution #19-21, Grant Application for Multi-Purpose Docking Facility at Lake Waconia Regional Park.

Resolution #20-21, Grant Application for a Playground Facility at Lake Waconia Regional Park.

Resolution #21-21, Grant Application for ADA Assessment Plan Updates for Each Regional Park in Carver County.

Resolution #22-21, Grant Application for Portable Rock Climbing Wall

Resolution #23-21, Grant Application for Seasonal Rental Services at Lake Waconia Regional Park.

Professional services agreement with RJM Construction for construction management services for the Waterfront Service Center at Waconia Regional Park and authorized the Chair to sign the agreement upon completion of the contract review process.

Approved issuing a tobacco license to E-Cig POD USA LLC dba E-Cig POD.

Authorized the Chair to sign the BWSR Watershed Based Implementation Funding Grant Agreement pending contract review and related Public Service budget amendment.

Authorized Chair to sign the grant agreement with the City of Waconia pending finalization of the contract review process.

Authorized the Chair to sign the grant agreement with the City of Chaska for the Lake Grace ravine project pending finalization the contract review process.

Authorized the Chair to sign the City of Chaska for the Jonathan Association gully project and related Public Services budget amendment.

Professional services agreement with WSB & Associates for the Jonathan Carver Parkway Project, pending finalization of the contract review process.

Resolution #24-21, Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 10 Project – Chaska Creek Area.

Approved the write off of 2020 penalty and interest on parcel 25.7510010.

Reviewed February 23, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$348,036.64 and reviewed March 2, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$418,335.01.

On a roll call vote, Lynch, Udermann, Workman, Degler, Fahey voted aye. Motion carried unanimously.

Fahey moved, Degler seconded, to open the public hearing on the Community Development Agency's request for the County's general obligation pledge. On a roll call vote, Udermann, Workman, Degler, Fahey, Lynch moved aye. Motion carried unanimously.

David Frischmon, Finance, pointed out the previous work session to discuss CDA's request for the County's general obligation pledge for three CDA debt refundings. He explained two of these bond refundings already have the County's pledge but the Windstone project did not. He clarified this was CDA's debt and there would no costs to the County.

Paul Steinman, CDA financial consultant, stated they were asking for the Board's support for three refunding opportunities. He stated the purpose of the public hearing was for the new proposed general obligation pledge for Windstone Townhomes and consider a Resolution pledging up to \$3.15 million to refund a HUD loan for Windstone Townhomes. He stated they were also asking for a Resolution to pledge the County's general obligation to refund bonds issued for Town Centre Apartments and Waybury Apartments that have an existing County general obligation pledge. He pointed out the benefits of the County's pledge and identified the Statute requirements for County backed housing projects.

Steinman explained each of the refundings and projected annual savings. He highlighted a chart showing historical and current yields. He recognized that although the market has recently changed, they believed there would still be savings on all three refundings.

He reviewed the key events that have happened or will occur within the next few months. He acknowledged there was always a chance refunding could fall out of favor and while they could push it to later if they see refunding did not work, he did not see pulling back at this point.

No public testimony was received.

Fahey moved, Workman seconded, to close the public hearing. On a roll call vote, Workman, Degler, Fahey, Lynch, Udermann voted aye.

Udermann offered the following Resolutions, seconded by Fahey:

Resolution #25-21

Approving the Pledge by the Carver County Community Development Agency of the Full Faith and Credit of Carver County to Housing Development Bonds to be Issued by the CDA

Resolution #26-21

Approving the Pledge by the Carver County Community Development Agency of the Full Faith and Credit of Carver County to Housing Development Refunding Bonds to be Issued by the CDA for Town Centre Project

Resolution #27-21

Approving the Pledge by the Carver County Community Development Agency of the Full Faith and Credit of Carver County to Housing Development Bonds to be Issued by the CDA for Waybury Project

On a roll call vote, Degler, Fahey, Lynch, Udermann, Workman voted aye.

Randy Lehs, Fiber Manager, requested the Board approve the Carver County School Network Consortium Agreement. He explained in 2012 Carver County public school districts banded together to form a consortium that allows Districts to purchase communication services as a group. He stated purchasing as a group allows Districts to maximum federal eRate reimbursement funding for communication service expenses.

Since 2013 the consortium has purchased fiber connectivity and bandwidth from Carver Link and the current contract expires on June 30, 2021. Lehs indicated the CCSN posted a request for proposal and CarverLink submitted a bid. Lehs explained the CCSN came back with a request for best and final offer and CarverLink submitted its final offer. Subsequently, CCSN awarded the bid to Carver Link for a five year agreement with an option for two year extensions.

Fahey moved, Workman seconded, to approve the service agreement for leased dark fiber and internet services provided by CarverLink to the Carver County Schools Network. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

Marty Walsh, Parks, requested the Board approve the final agreements and authorization to proceed to close on Hennepin County Regional Rail property. He identified the location of the trail within Carver County and explained it had been closed since 2014 due to a slope failure after heavy rains. Walsh explained they had discussions with Hennepin County Regional Rail on how to fix the slope failure with the goal to obtain funding from the Met Council. He pointed out the overall objectives and steps taken to acquire the property. Walsh reviewed the financial implications, the mortgage agreement with MnDOT and next steps. He indicated they are in the process of performing an inspection of the property and scheduling a closing date.

He also pointed out related work and discussions they were having to transfer ownership of a portion of the Lake Minnetonka Regional Trail that extends into the City of Victoria.

Dave County, Administrator, acknowledged it did make sense to own trails but trails do have ongoing maintenance costs and they may have to revisit the Regional Rail levy at some point.

Workman moved, Udermann seconded, to authorize the Administrator and Chair to execute the MnDOT Agreement, to authorize the Administrator and Chair to execute the assignment agreement for property rights, to authorize the Administrator and Chair to execute assignment agreement for contract, permitting and other documents related to the repair of the slope failure and to authorize staff to proceed to closing and execute closing documents. On a roll call vote, Lynch, Udermann, Workman, Degler, Fahey voted aye. Motion carried unanimously.

Workman moved, Fahey seconded, to adjourn the Regular Session at 10:35 a.m. and go into a work session with Public Works to discuss land exchange information related to PID 07.0191700 and 07.0193000. ON a roll call vote, Udermann, Workman, Degler, Fahey, Lynch voted aye. Motion carried unanimously.

David Hemze
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with STATE OF MN - BCA for Use of the Criminal Justice Data Network (CJDN) including Court Data Services Amendment

Primary Originating Division/Dept: Sheriff

Meeting Date: 3/16/2021

Contact: Susan Bowler Title: Communications Services Manager

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Under MN Stat. 299C.46 the BCA must provide a criminal justice data communications network to benefit criminal justice agencies in MN. In addition, the BCA either maintains repositories of data or has access to repositories of data that benefit criminal justice agencies in performing their duties. The Carver County Sheriff's Office and Courts are authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this agreement. This Joint Powers Agreement supersedes any and all prior agreements between the BCA and Carver County regarding access to and use of systems and tools provided by the BCA.

ACTION REQUESTED:

Motion to approve a joint powers agreement with STATE OF MN - BCA.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

\$20,040.00

FTE IMPACT: None

Total

\$20,040.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Annual cost is \$20,040 to be paid in quarterly increments of \$5,010

Office use only:

RBA 2021 - 7511



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____
Motion by Commissioner: _____

Resolution No.: _____
Seconded by Commissioner: _____

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF CARVER ON BEHALF
OF ITS COUNTY ATTORNEY AND SHERIFF**

WHEREAS, the County of Carver on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Commissioners Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Carver on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Carver County Sheriff, Jason Kamerud, or his or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That the Carver County Attorney, Mark Metz, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
4. That Tim Lynch, the Chair of the Carver County Board of Commissioners, and David Hemze, the Carver County Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

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 ____ day of _____, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Highway 33 Revocation in Norwood Young America

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Darin Mielke

Title: Deputy County Engineer

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The westbound Highway 5 alignment was changed with the recent construction project in the City of Norwood Young America from the intersection with Highway 212 to approximately 0.25 mile north of Highway 212. This north/south portion of highway shared the eastbound trunk highway designation as well as the southbound county state aid highway (CSAH) 33 designation. Once the project was completed, both eastbound and westbound Highway 5 traffic use this segment of reconstructed highway and the CSAH 33 designation needs to be revoked since the highway can no longer have both designations. The change of the CSAH designation requires a formal county board resolution so that Carver County can keep the excess mileage of approximately 0.25 mile in the Carver County CSAH mileage bank to be used at a later date on a different county highway. This resolution is a formality that MnDOT requires in order to change a CSAH designation. The City of Norwood Young America has also approved of this highway designation change at their March 8, 2021 regular meeting. Carver County Public Works is exploring ways to use the CSAH banked mileage that will meet state aid standards.

ACTION REQUESTED:

Adopt a resolution revoking a portion of County State Aid Highway 33.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7366

BOARD OF COUNTY COMMISSIONERS

CARVER COUNTY, MINNESOTA

Date: March 16, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Revocation and Turnback of County State Aid Highway No. 33

WHEREAS, County State Aid Highway No. 33 is a duly established county highway, and

WHEREAS, County State Aid Highway No. 33, lying immediately north of Trunk Highway 212 in the City of Norwood Young America to the northern intersection with Trunk Highway 5 and 25 is no longer needed for county highway purposes, and

WHEREAS, it is appropriate for the County to revoke and turnback this highway and to devote its limited resources to other areas, and

WHEREAS, the City of Norwood Young America has concurred with this revocation and turnback, and

WHEREAS, the County has authority under Minnesota Statute § 162.02 and § 163.11 for turnback and revocation of county highway corridors.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of County of Carver, that County State Aid Highway No. 33, beginning at Trunk Highway 212 in the City of Norwood Young America on the east section line of Section 15, Township 115 North, Range 26 West and then continuing northerly along the east section line of said Section and then continuing northerly along the east section of Section 10, Township 115 North, Range 26 West to a point approximately 400 feet north of the southeast corner of Section 10, Township 115 North, Range 26 West and there terminating, is hereby revoked and turned back to the State of Minnesota for use as a trunk highway, and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be recorded with the Carver County Recorder by the Carver County Administrator.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified Interim 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 16th day of March, 2021 now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Award a contract to NORTHWEST ASPHALT MAINTENANCE INC for the 2021 County Crack Seal Program

Primary Originating Division/Dept: Public Works - Operations

Meeting Date: 3/16/2021

Contact: Michael Legg

Title: Operations Manager

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

This is an annual contract process for Carver County Operations. As part of the annual road maintenance work done, crack sealing is an integral part of the process to preserve the long-range performance of an asphalt roadway. The County requests bids for contractors to perform the work and the county supplies the materials and inspects the work.

5 bids were received with Northwest Asphalt & Maintenance the lowest.

The map of the proposed roads getting crack treatment is attached.

ACTION REQUESTED:

Motion to award a contract to NORTHWEST ASPHALT MAINTENANCE INC for \$77,630.20 for the 2021 County Crack Seal Program pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

\$77,630.20

FTE IMPACT: None

Total

\$77,630.20

☒ Insert additional funding source

Related Financial/FTE Comments:

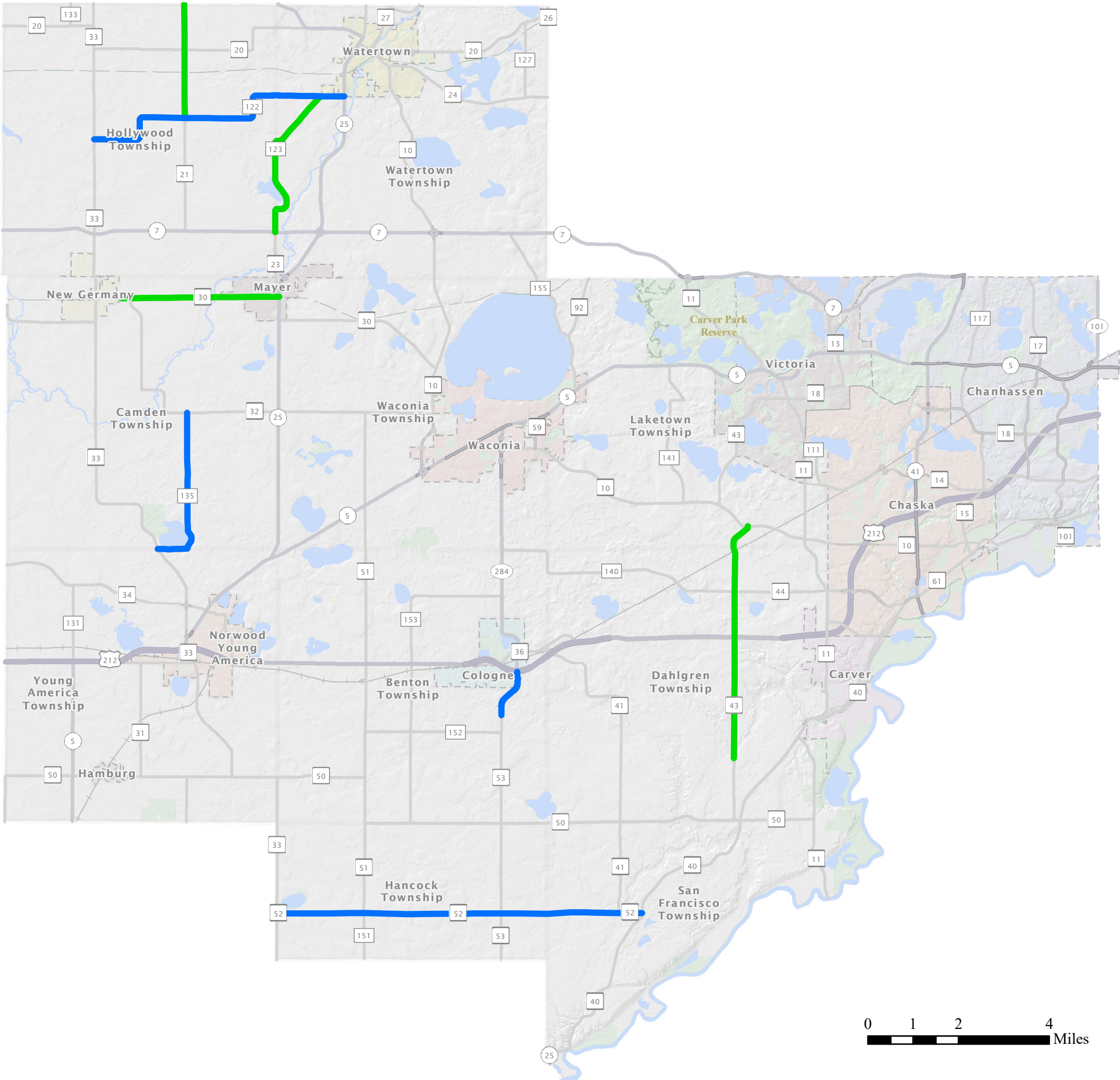
Office use only:

RBA 2021 - 7483

2021 Crack Sealing Plan

Legend

- Blow & Go
- Route & Fill



This map was created using a compilation of information and data from various City, County, State, and Federal offices. It 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.



Public Works Division
11360 Hwy 212, Suite 1
Cologne, MN 55322
(952) 466-5200
Created: 2/2/2021

Bid Opening

**CARVER COUNTY
2021 Crack Sealing
Project 2101**

Thursday, February 18, 2021 - 2:30PM

Contractor	Bid Bond	Amount
Allied Blacktop Co.	X	\$184,357.54
Astech Corp.	X	\$219,242.90
KAMCO	X	\$122,100.58
MP Asphalt	X	\$110,683.76
Northwest Asphalt & Maint.	X	\$77,630.20

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Award a contract to HENRY G. MEIGS LLC for the 2021 County Seal Coat Program**

Primary Originating Division/Dept: Public Works - Operations

Meeting Date: 3/16/2021

Contact: Michael Legg

Title: Operations Manager

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No**Strategic Initiative:**

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

This is an annual contract for Highway Operations. The seal coat process is critical to the long-term performance of the asphalt roads in Carver County. The County requests bids from contractors to supply the seal coat oil and apply it to the roadway. The county supplies the seal coat aggregate, labor and equipment to install it and performs other tasks needed to complete the work.

Only one contractor submitted a bid which has been the case for several years. Henry G. Meigs, LLC provides a quality product that meets the required specifications and performs good quality work applying the material at a reasonable cost.

A map of the roads receiving seal coat treatment is attached. The program includes some streets in Laketown Township which they will reimburse the County for.

ACTION REQUESTED:

Motion to contract with HENRY G. MEIGS LLC for the annual seal coat program pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

\$197,225.73

FTE IMPACT: None**Total**

\$197,225.73

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

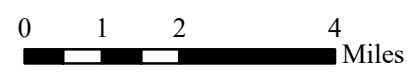
RBA 2021 - 7485

2021 Seal Coating Plan

Legend

- 1st Seal Coat
- 2nd Seal Coat

Road	Segment	Miles	Emulsion	Rock
			Gallons	
43	Maplewood Road to CSAH 10	5.34	28,947	833
30	NG city limits to TH 25	3.5	24,394	702
123	TH 7 to CR 122	3.75	20,328	585
21	CR 122 to the County Line	2	10,842	312



This map was created using a compilation of information and data from various City, County, State, and Federal offices. It 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.



Public Works Division
11360 Hwy 212, Suite 1
Cologne, MN 55322
(952) 466-5200
Created: 2/2/2021

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Professional Service Agreement with Husky Construction, Inc.**

Primary Originating Division/Dept: Public Works - Parks

Meeting Date: 3/16/2021

Contact: Jason Goehring Title: Parks and Natural Resources Su

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No**Strategic Initiative:**

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Carver County maintains a little over 12 miles of trail on the former railroad corridor occupied by the Dakota Rail Regional Trail. This corridor is heavily vegetated with trees. Work is requested to remove dead and diseased trees, trim trees to remove low lying encroaching branches in order to maintain safety and user satisfaction.

Quotes:

Husky Construction, Inc. - \$29,350.00

Bratt Tree Company - for \$38,000.00 or \$3,200 per day estimated would take 12 days.

ACTION REQUESTED:

Motion to contract with Husky Construction, Inc. pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

CCRRA

\$29,350.00

FTE IMPACT: None**Total**

\$29,350.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7492

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Award of the contract for the Highway 50 Project - Bevens Creek Area and Highway 43 Resurfacing Project.

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Neil Heinonen

Title: Design Engineer

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The Highway 50 Project – Bevens Creek Area includes safety and pavement improvements on Highway 50 and Highway 43 in Dahlgren Township. The work on Highway 50 includes widening of shoulders, regrading ditches, installing new culverts, a short segment of realignment, and resurfacing of Highway 50 between Highway 41 and Highway 40. The Highway 43 Resurfacing Project is included under the same contract. Highway 43 will be resurfaced from Highway 50 to Maplewood Road.

Bids for project were opened on Friday, March 5 at 11:00am. Six (6) bids were received and the low responsible bidder is Valley Paving, Inc. in the amount of \$2,822,656.76. The engineers estimate was \$3,700,000. After review of the bids, County staff recommends awarding a contract to the low responsible bidder, Valley Paving, Inc., for this project.

ACTION REQUESTED:

Motion to adopt a resolution to award a construction contract to Valley Paving, Inc. in the amount of \$2,822,656.76 for the Highway 50 Project - Bevens Creek Area and the Highway 43 Resurfacing Project, pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

CSAH Regular Const.	\$1,822,656.76
---------------------	----------------

Wheelage Tax	\$1,000,000.00
--------------	----------------

Total	\$2,822,656.76
--------------	-----------------------

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7504

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 16, 2021 Resolution No: _____
Motion by Commissioner: _____ Seconded by Commissioner: _____

Awarding of the Highway 50 Project- Bevens Creek Area and Highway 43 Resurfacing Carver County Contract 21-083 PR #188845/208881

WHEREAS, The County Engineer has secured and designated funding for this contract in the current fiscal year Road and Bridge budget; and

WHEREAS, On Friday, March 5, 2021 at 11:00 a.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, six (6) bids were received by Carver County Public Works and opened by two (2) representatives of Carver County Public Works for the Highway 50 Project- Bevens Creek Area and Highway 43 Resurfacing projects, said bids for the responsible bidders are summarized as follows:

Bidder Name	Total Bid Amount
Valley Paving, Inc	\$2,822,656.76
Mathiowetz Construction Company	\$3,004,491.57
Minger Construction Co. Inc.	\$3,288,610.45
S.M. Hentges & Son, Inc.	\$3,347,627.49
Eureka Construction, Inc.	\$3,487,414.00
Meyer Contracting Inc.	\$3,798,433.82

And WHEREAS, after examination of the bids by Carver County Public Works, Valley Paving, Inc. is the successful low responsible bidder.

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract 21-083 with Valley Paving, Inc. of Shakopee, MN, in the name of the County of Carver for the construction of the Highway 50 Project- Bevens Creek Area and Highway 43 Resurfacing projects in accordance with the construction plans and specifications contained in the project manual; and

BE IT FURTHER RESOLVED that Carver County Public Works is hereby authorized and directed to return the proposal guaranty to the bidders, except that of the successful low responsible bidder and second and third lowest bidder, which shall be retained until the construction contract has been signed and the performance and payment bonds of the low responsible bidder have been executed; and

BE IT FURTHER RESOLVED that Carver County Engineer, or his designee, is hereby authorized to take actions necessary and to enter into work orders, change orders or supplemental agreements on behalf of Carver County with an amount less than one hundred fifty thousand dollars (\$150,000) and an increased aggregate project total of all project changes of three hundred fifty thousand dollars (\$350,000), when time

is of the essence to make contract changes due to unforeseen construction conditions in order to minimize construction delays and to efficiently carry out the planned project improvements.

YES	ABSENT	NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 16th day of March, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16th day of March 2021.

Dave Hemze

County Administrator

Bid Summary

Carver County Public Works

SAP 010-650-027/CP 188845

CSAH 50 Safety Improvements and CSAH 43 Mill & Overlay

Date: 3-5-2021

Bidder Name	Total Bid Amount
Valley Paving Inc	\$2,822,656.76
Mathiowetz Construction Company	\$3,004,491.57
Minger Construction Co. Inc.	\$3,288,610.45
S.M. Hentges & Son, Inc.	\$3,347,627.49
Eureka Construction, Inc.	\$3,487,414.00
Meyer Contracting Inc.	\$3,798,433.82

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Professional Services Agreement with MCKINZIE METRO APPRAISALS for the Highway 24 Project**

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Zachary Mahan

Title: Right of Way Agent

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No**Strategic Initiative:**

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The 2022 construction season includes the Highway 24 Project in Watertown Township. This project includes shoulder widening, safety improvements and pavement rehabilitation of Highway 24 from Highway 10 to the Hennepin County border. To complete the scope of the project, additional right of way is needed from private property owners along the project corridor. Staff recommends hiring Mckinzie Metro Appraisals to complete appraisals on 56 parcels.

ACTION REQUESTED:

Motion to approve a professional services agreement with MCKINZIE METRO APPRAISALS for appraisal services for the Highway 24 Project, pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None**FUNDING****County Dollars =**

Wheelage Tax

\$42,000.00

Total

\$42,000.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7516

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

2020 County Feedlot Officer (CFO) Annual Report

Primary Originating Division/Dept: Public Services - Environ. Svc.

Meeting Date: 3/16/2021

Contact: Brad Hanzel

Title: Interim Environmental Servic...

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Minnesota Rules 7020.1600 require county feedlot officers to submit an annual report to the Minnesota Pollution Control Agency (MPCA). The report consists of a summary of tasks performed in the previous year related to feedlot registrations, inspections, permitting, complaint response, education and outreach, and progress toward achieving goals identified in the delegation agreement workplan.

Carver County delegated work in 2020 included:

- **Inspections:** 18 compliance inspections performed, 7 within shoreland or a TMDL area
- **Permits Issued:** 1 Construction Short-Form permit issued for a waste storage pond system
- **Feedlot Officer Training:** 19 hours of continuing education
- **Producer Education:** Dairy Expo event (events restricted in 2020 due to COVID)
- **Enforcement:** 2 Notice of Violations issued
- **Performance Credits:** 8.75 credits achieved towards incentive grant funding

Environmental Services staff members have prepared the 2020 annual report. The MPCA reviewed and approved the document as a part of Carver County's annual review process. The 2020 annual report needs to be signed by a County Board Commissioner as per MPCA policy.

ACTION REQUESTED:

Motion to authorize signature of the 2020 County Feedlot Officer (CFO) Annual Report and approve submittal of the report to the Minnesota Pollution Control Agency.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

Total

\$0.00

FTE IMPACT: None

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7502

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with Three Rivers Park District and Professional Services Agreement with Bolton and Menk for the Crow River Regional Trail Connection Project

Primary Originating Division/Dept: Public Works - Parks	Meeting Date: 3/16/2021
Contact: Cory Spanier Title: Project Manager	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	
Strategic Initiative: Connections: Develop strong public partnerships and connect people to services and information	

BACKGROUND/JUSTIFICATION:

Carver County and the Three Rivers Park District are studying a connection of the Crow River Regional Trail (CRRT) to the Luce Line Trail from Wright County Highway 17 along Hennepin County Highway 6/Carver County Highway 20 to Carver County Highway 26. The CRRT currently terminates at Hennepin County Highway 6.

This Joint Powers Agreement outlines duties, responsibilities and cost share between Carver County and Three Rivers Park District. Carver County will lead the study.

Bolton & Menk has been selected to perform the study to determine the best alignment for the trail as well as the location of the County Highway Crossings.

ACTION REQUESTED:

Motion to approve the Joint Powers Agreement with THREE RIVERS PARK DISTRICT for the Crow River Regional Trail Connection Study pending finalization of the contract review process.

Motion to approve the Professional Services Agreement with Bolton and Menk for the Crow River Regional Trail Connection Study pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

GF Parks, Professional Se	\$17,094.00
Three Rivers Park District	\$8,806.00
Total	\$25,900.00

☒ Insert additional funding source

Related Financial/FTE Comments:

*

Office use only:

RBA 2021 - 7457

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Request for approval to contract with ENVISIONWARE INC

Primary Originating Division/Dept: Public Services - Library

Meeting Date: 3/16/2021

Contact: Bob Lincoln Title: Library Systems Administrator

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

Envisionware will install the six (6) Coin Bill Acceptors (CBAs) in six libraries. Envisionware ecommerce services provides self-service print release station, copy station and computer reservation system for all public PCs in all six library branches. This allows patrons to make prints and copies from our public PCs and independently pay for them using the coin bill acceptor or credit card terminal. The reservation system allows patrons to sign up for 60 minutes sessions at a time on our public PCs. Both services are in great demand and appreciated by our patrons particularly at the libraries next to the license centers. With more and more people choosing to go with out printers, the service is crucial for licensing, job applications and preparing tax documents.

ACTION REQUESTED:

Motion to contract with ENVISIONWARE INC pending finalization of the contract review process.

FISCAL IMPACT: Other

If "Other", specify: Budget rollover from 2020

FUNDING

County Dollars = \$51,771.46

FTE IMPACT: None

Total \$51,771.46

☒ Insert additional funding source

Related Financial/FTE Comments:

This is a five-year prepaid contract to install six (6) CBA-VX/N coin bill acceptors with ecommerce credit card terminals. This contract includes prepaid installation, support and maintenance for the entire 5-year term. The software subscription costs \$3,200.40 annually, the first year is included in this figure, with an ongoing cost of \$3,200.40 years 2-5, this will be covered in the operating budget through phase funds.

The Library has made a request to roll over unspent 2020 budget for the equipment purchase. Funding was received from MELSA distributions in 2020 and was added to the budget for purchase of technology equipment.

Office use only:

RBA 2021 - 7486

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Letter of Support for I-494 INFRA Grant Application

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Lyndon Robjert

Title: PW Director/County Engineer

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

The U.S. Department of Transportation (USDOT) is soliciting applications for the Fiscal Year (FY) 2021 Infrastructure for Rebuilding America "INFRA" Program, which provides dedicated, discretionary funding for transportation projects of national or regional significance. \$889 million in FY 2021 INFRA funds are available for awards, with 90 percent reserved for 'Large' projects over \$100 million, and 75 percent dedicated for projects in urban areas.

MnDOT and the Metropolitan Council are pursuing an INFRA grant request for I-494 and are requesting letters of support from neighboring agencies for the project titled I-494: US 169 to Airport Projects 1 and 2. Projects 1 and 2 include the expansion of I-494 between TH 100 and I-35W including the addition of a MnPASS lane in this segment and includes reconstruction of railroad and pedestrian bridges on I-494 between I-35W and TH 77

This section of I-494 is a direct connection of US 212 to and from the Airport as well as the Mall of America and other important economic regions of the Twin Cities and is a vital part of the regional transportation system for Carver County.

This project will be submitted in the 'Large' category for projects with a total cost over \$100 million. The US Highway 212 Rural Freight and Mobility Project will be submitted by the County in the 'Small' project category.

ACTION REQUESTED:

Motion to approve a letter of support for MnDOT's I-494: US 169 to Airport Projects 1 and 2 INFRA grant application and authorize the Chair of the County Board to sign the letter.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7508



Office of County Commissioners
Carver County Government Center
Human Services Building
602 East Fourth Street
Chaska, MN 55318-1202
Phone: 952 361-1510
Fax: 952 361-1581

March 16, 2021

The Honorable Pete Buttigieg
Secretary, US Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

Re: Carver County Letter of Support for MnDOT's FY 2021 INFRA Discretionary Grant Request for I-494: US 169 to Airport Projects 1 and 2

Dear Secretary Buttigieg,

Carver County is pleased to support the Minnesota Department of Transportation's (MnDOT) request to the FY 2021 US Department of Transportation (DOT) INFRA Discretionary Grant Program for the I-494: US 169 to Airport Projects 1 and 2 in the Cities of Bloomington and Richfield in Hennepin County, MN.

The portion of I-494 from the Minneapolis St. Paul International Airport (Airport) to US Highway 169 is an important corridor for statewide highway users, the commuting public, freight, and those accessing regional destinations. This section of I-494 is a direct connection of US Highway 212 in Carver County to and from the Airport as well as the Mall of America and other important economic regions of the Twin Cities and is a vital part of the regional transportation system for Carver County.

MnDOT, along with their partners, have developed a vision for the freeway with an implementation plan to phase construction as funding becomes available. Improvements to the corridor will reduce congestion, improve mobility, and improve safety.

Carver County supports MnDOT's application for construction of the I-494: US 169 to Airport Projects 1 and 2 and urges decision makers to prioritize the project for grant funding.

Sincerely,

Tim Lynch
Carver County Board Chair

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Agreement with Carver County, Chanhassen, and Chaska to engage a consultant for a dispatch operations study and Professional Services Agreement with Fitch & Associates to perform the dispatch study

Primary Originating Division/Dept: Sheriff	Meeting Date: 3/16/2021
Contact: Susan Bowler Title: Communications Services Manager	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	
Strategic Initiative: Connections: Develop strong public partnerships and connect people to services and information	

BACKGROUND/JUSTIFICATION:

The Carver County 911 center provides dispatch services for the 11 fire departments in Carver County. Chaska and Chanhassen are both communities that are growing quickly and have experienced a significant increase in call volume. Both cities want to preserve the paid on-call model staffing structure currently in place at the fire departments, which is threatened by the increased call volume.

Through discussion between the cities and the county, it was agreed that a study to determine procedural best practices, structures, and technologies should be performed to ensure that dispatch is providing efficient and effective service. The study is to gather information from stakeholders, evaluate current procedures and functions, and to make recommendations based on industry best practices and the practices of comparable jurisdictions.

Representatives from the County, Chaska, and Chanhassen developed a request for proposal and jointly interviewed two consultants. The group mutually selected Fitch & Associates to complete this study. The agreements in this board action are for Chaska, Chanhassen, and the County to work collaboratively to engage a contractor, and for the County to contract with the mutually selected contractor Fitch & Associates to complete the study.

ACTION REQUESTED:

Motion to adopt the joint powers agreement with Chanhassen and Chaska.
Motion to adopt the professional services agreement with Fitch & Associates.

FISCAL IMPACT: Included in current budget	FUNDING
If "Other", specify:	County Dollars = \$28,875.00
FTE IMPACT: None	Total \$28,875.00
	☒ Insert additional funding source

Related Financial/FTE Comments:

Contractor is to bill the County. County is to invoice the Cities for their portion of the cost. The County is responsible to pay \$9,626.92 of the total. Chanhassen is responsible to pay \$9,624.04 of the total, and Chaska to pay \$9,624.04 of the total to equal \$28,875.

Office use only:

RBA 2021 - 7523

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Extension Staffing

Primary Originating Division/Dept: Public Services

Meeting Date: 3/16/2021

Contact: Nick Koktavy

Title: Asst. County Admin.

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

BACKGROUND/JUSTIFICATION:

A 0.6FTE Administrative Representative retired in November from the Carver County Extension Office. Since that time, staff have discussed workloads and the best way to staff the Extension Office. Based on those discussions, the recommendation is to:

1. Eliminate the vacant 0.6FTE admin position which will result in a savings of \$42,157.
2. Transfer \$10,000 of those savings to the County's Client Services budget towards Seasonal Temporary On-Call (STOC). Client services would provide office coverage for when the Senior Extension Administrative Assistant is away from the office.
3. Use \$13,000 of the savings towards eliminating the current revenue targets. Currently, the county Extension budget requires the University of Minnesota Extension staff and the programs they represent to bring in revenue. Several counties, including Scott and Goodhue, have eliminated these revenue targets. There are very few counties that request Extension staff to generate significant revenue toward their county Extension budget, given that programs are offered at a minimal fee or at no cost to residents to avoid any barriers to participation. Operating with a fee for service has been incredibly challenging as Extension programs rely heavily on volunteers to support the programming and dissemination of relevant University research and resources.
4. Use \$19,157 of the savings towards Extension Interns. This would allow funds to increase internship opportunities in Extension to provide additional educational programming that engages county residents. The goal of the Extension internship program is to provide a meaningful service-learning experience for the intern and the county. Interns will benefit from this unique internship environment and will grow from the mentoring offered by the Extension staff and from what they learn from the communities they serve. The interns would be University of Minnesota employees.

The University of Minnesota and Extension Committee support this request.

ACTION REQUESTED:

Motion to eliminate the vacant 0.6FTE Administrative Representative in Extension, transfer \$10,000 to client services for additional STOC support, eliminate the Extension revenue targets and partner with the University of Minnesota to have additional interns support educational programming in the County.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FTE IMPACT: Decrease budgeted staff

FUNDING

County Dollars =

Eliminate Vacant FTE	(\$42,157.00)
STOC	\$10,000.00
Revenue Targets	\$13,000.00
Interns	\$19,157.00
Total	\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Overall, the recommendation is cost neutral and will enhance the educational programs offered by Extension in the County.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Extension Staffing

Department:

Meeting Date: 3/16/2021

Fund:

- ☒ 01 - General
- ☐ 02 - Reserve
- ☐ 03 - Public Works
- ☐ 11 - CSS
- ☐ 15 - CCRRA
- ☐ 30 - Building CIP
- ☐ 32 - Road/Bridge CIP
- ☐ 34 - Parks & Trails
- ☐ 35 - Debt Service

Requested By: Nick Koltavy

DEBIT

Description of Accounts	Acct #	Amount
Salaries - STOC	01-049-060-0-6119	\$10,000.00
Misc. Other Revenue	01-601.5857	\$13,000.00
Salaries - STOC	01-601.6119	\$19,157.00
TOTAL		\$42,157.00

CREDIT

Description of Accounts	Acct #	Amount
Salaries and benefits	01-601.61XX	\$42,157.00
TOTAL		\$42,157.00

Reason for Request:

Update the budgets for Extension Services and Client Services to eliminate the vacant 0.6FTE Administrative Representative in Extension, transfer \$10,000 to client services for additional STOC support, eliminate the Extension revenue targets and create budget for intern positions.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to Increase License Center Staffing

Primary Originating Division/Dept: Property & Financial Services

Meeting Date: 3/16/2021

Contact: David Frischmon Title:

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

BACKGROUND/JUSTIFICATION:

License Center management is requesting to eliminate a 0.50 FTE part-time Licensing Specialist position and create a 1.0 FTE full-time Licensing Specialist position to increase the number of License Center customers that can be served and simultaneously reduce customer wait times. The increased salary and benefit costs of \$18,581 will be offset by additional license center revenue earned from the additional hours worked by a full-time employee.

ACTION REQUESTED:

Motion to convert a 0.50 part-time position at the Chanhassen location to a 1.0 FTE full-time position

FISCAL IMPACT: Budget amendment request form

If "Other", specify: see comment below

FTE IMPACT: Increase budgeted staff

FUNDING

County Dollars =

License Center fees \$18,581.00

Total \$18,581.00

☒ Insert additional funding source

Related Financial/FTE Comments:

The \$18,581 incremental cost to convert the 0.50 FTE part-time position to a 1.0 FTE full-time position will be funded by increased license center revenue.

Office use only:

RBA 2021- 7517

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request to Increase License Center Staffing

Department:

Meeting Date: 3/16/2021

Fund:

- ☒ 01 - General
- ☐ 02 - Reserve
- ☐ 03 - Public Works
- ☐ 11 - CSS
- ☐ 15 - CCRRA
- ☐ 30 - Building CIP
- ☐ 32 - Road/Bridge CIP
- ☐ 34 - Parks & Trails
- ☐ 35 - Debt Service

Requested By: David Frischmon

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Chan LC FT staff	01-040-55-1108.61xx	\$44,391.00	Chan LC PT staff	01-040-55-1108.6...	\$25,810.00
TOTAL		\$44,391.00	Chan LC DL revenue	01-40-55-1108.51...	\$9,291.00
			Chan LC Title revenue	01-40-55-1108.55...	\$9,290.00
			TOTAL		\$44,391.00

Reason for Request:

To Increase Chan LC staffing by converting a PT position and adding a FT position, funded by License Center revenue.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Utility Relocation and Release of Easements Agreement for US 212 Project

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Darin Mielke Title: Assistant Public Works Director

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

Carver County, the Minnesota Department of Transportation (MnDOT) and Dahlgren Township have been working together the past several years on the preliminary and final design of the US 212 Project - Dahlgren Township, which includes the expansion of Highway 212 to four-lanes and partial realignment of Highway 212 between Highway 36 on the west and Highway 11 in the City of Carver to the east. Minnesota Valley Electric Company (MVEC) has existing utility easements on private property that Carver County is acquiring for the project. Carver County and MnDOT are required to reimburse the utility owner for the relocation of their facilities within these existing easement areas. This agreement includes provisions as to when the relocation work will be completed and the cost reimbursement process to the utility owner. MVEC will be relocating their facilities in the Summer and Fall of 2021. Carver County and MnDOT have executed a right of way acquisition process and are evenly splitting these costs.

ACTION REQUESTED:

Motion to approve an agreement with Minnesota Valley Electric Company (MVEC) for \$26,007.78 for utility relocation and release of easements, pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

MnDOT SRC Funds	\$13,003.89
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Trans. Sales Tax Funds	\$13,003.89
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Total	\$26,007.78
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☒ Insert additional funding source

Related Financial/FTE Comments:

MnDOT and Carver County have an existing right of way acquisition agreement that evenly splits these types of costs.

Office use only:

RBA 2021 - 7495

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement with HDR Engineering, Inc. for the Highway 212 Project - Dahlgren Township

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Darin Mielke Title: Assistant Public Works Director

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

Carver County is the lead agency on the Highway 212 Project - Dahlgren Township and is responsible for providing oversight of the project through construction. The Minnesota Department of Transportation will be performing construction administration and inspection services in support of the project. Carver County Public Works is unable to provide sufficient staff to this project for public communications due to the scope of the project and other staffing needs. This professional services agreement is for construction public communication services for construction work on Highway 212 from just east of Highway 36 on the east side of the City of Cologne to Highway 11 (Jonathan Carver Parkway) in the City of Carver. To accommodate the various needs of the residential and business community, private and public utilities and the traveling public, that will also allow construction to occur in the least impactful way, the project will take place over the 2021 and 2022 construction seasons.

HDR Engineering, Inc. has been found to be a valuable communications asset on previous county led projects and due to that experience, it is staffs desire to retain their professional services again for this project. HDR Engineering, Inc. has provided a scope of work and a corresponding cost estimate for this project and after review of their communications proposal, the services to be provided and corresponding costs for those services are reasonable.

This work will include public outreach to the local businesses and residents through different methods such as: direct mailings, maintaining a project website, social media postings, detour graphic support for residents and businesses and project informational products to display to the public.

ACTION REQUESTED:

Motion to approve a professional services agreement with HDR Engineering, Inc. for \$127,285.86 for services pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

Transportation Sales Tax \$127,285.86

FTE IMPACT: None

Total \$127,285.86

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7497

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution to Support and Adopt the Highway 10 and Highway 11 Corridor Study - Victoria/Chaska Area

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Angie Stenson

Title: Sr. Transportation Planner

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

The Highway 10 and Highway 11 Corridor Study for the Victoria and Chaska Area is a project to identify transportation system improvements on Highway 10 (Engler Boulevard) from Highway 43 in western Laketown Township to Highway 61 in the City of Chaska and Highway 11 (Victoria Drive) from Highway 10 north to Highway 14/Marsh Lake Road. The study was completed in collaboration with the Minnesota Department of Transportation, and the Cities of Chaska, Victoria, Waconia, and Laketown Township. Highway 10 is an important regional highway corridor in the County providing connections to multiple communities and accommodating vehicle, pedestrian, bicycle, transit, and freight traffic. The main purpose of the study was to identify short, mid, and long-term corridor improvements to support local and regional transportation needs.

A full corridor planning process was initiated and completed from 2018 to 2020 including a robust public engagement process, detailed technical analysis, corridor alternative development, and concept evaluation. The study is complete and includes recommended improvements and an implementation plan for improvements on the highway corridors. The recommended planning level alternatives establish a future vision for agencies to jointly work towards. The implementation framework is subject to funding availability. By supporting the study, corridor study partners agree to continue to coordinate to advance the goals and objectives of the plan.

ACTION REQUESTED:

Motion to approve a resolution to support and adopt the Highway 10 and Highway 11 Corridor Study for the Victoria and Chaska Area.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7505

BOARD OF COUNTY COMMISSIONERS

CARVER COUNTY, MINNESOTA

Date: March 16, 2021

Motion by Commissioner: _____

Resolution No: _____

Seconded by Commissioner: _____

Resolution to Support and Adopt the Highway 10 and Highway 11 Corridor Study for the Victoria and Chaska Area

WHEREAS, Carver County, the City of Chaska, and the City of Victoria are responsible for the planning and development of a safe and functional multimodal transportation system within their jurisdictional boundaries; and

WHEREAS, Carver County partnered with the Minnesota Department of Transportation (MnDOT), the City of Chaska, the City of Victoria, and Laketown Township to identify transportation system improvements on County State Aid Highway (CSAH) 10/Engler Boulevard from west of CSAH 43 West in Laketown Township to CSAH 61/Chaska Boulevard/Flying Cloud Drive in Chaska and on CSAH 11/Victoria Drive from CSAH 10/Engler Boulevard to south of CSAH 14/Pioneer Trail/Marsh Lake Road; and

WHEREAS, the Highway 10 and Highway 11 Corridor Study for the Victoria and Chaska Area recommends roadway corridor visions including: roadway typical sections and corridor footprints, pedestrian and bicycle facilities, and access type and intersection control to serve short, mid, and long-term development and transportation infrastructure needs; and

WHEREAS, the Highway 10 and Highway 11 Corridor Study for the Victoria and Chaska Area includes an implementation framework with estimated improvement costs, project sequencing, and timeframes to guide capital improvement planning for Carver County, MnDOT, the City of Chaska, the City of Victoria, and their partners for improvements along CSAH 10/Engler Boulevard and CSAH 11/Victoria Drive; and

WHEREAS, Carver County recognizes that the recommended planning level alternatives establish a future vision for agencies to jointly work towards, noting additional engineering design and environmental review will be required for individual projects; and

WHEREAS, Carver County acknowledges that the implementation framework is subject to funding availability and corridor study partners will continue to coordinate to advance the goals and objectives of the plan, seek and maximize outside funding sources, and will request approvals as required as individual projects move forward; and

NOW THEREFORE, BE IT RESOLVED that Carver County hereby supports and adopts the findings, recommended corridor visions, and the proposed implementation framework of the Highway 10 and Highway 11 Corridor Study for the Victoria and Chaska Area to guide future investments in the study area.

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

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 16 day of March, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16 day of March, 2021.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution to Support and Adopt the Arboretum Area Transportation Plan

Primary Originating Division/Dept: Public Works - Program Delivery	Meeting Date: 3/16/2021
Contact: Angie Stenson Title: Sr. Transportation Planner	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☒ Yes ☐ No
Presenter: Title:	
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development	

BACKGROUND/JUSTIFICATION:

The Arboretum Area Transportation Plan is a corridor traffic management, safety, and phasing plan for highway corridors near the Minnesota Landscape Arboretum in Victoria, Chanhassen, and Chaska. The primary roadway corridors for study include: Highway 5 (Arboretum Boulevard) from the City of Victoria's western city limits east past the Highway 41 intersection to Century Boulevard in the City of Chanhassen; Highway 13 (Rolling Acres Road and Bavaria Road) from 82nd Street West to Highway 7; and 82nd Street West from Highway 13 east to Highway 41 (Hazeltine Boulevard).

The County partnered on this study with the Minnesota Department of Transportation (MnDOT), the Minnesota Landscape Arboretum, and the Cities of Victoria, Chanhassen, and Chaska. The study began in early 2019 and is now complete.

The purpose of the study was to engage communities to build consensus on an area-wide transportation vision for project corridors; to develop locally supported transportation improvements that address traffic management, safety, and project phasing along the corridors; and to identify short, mid, and long term transportation improvements along the project corridors.

The study includes recommended transportation corridor visions and an implementation plan, which identifies how projects in the study area will be phased over time. The recommended planning level alternatives establish a future vision for agencies to jointly work towards. The implementation plan framework is subject to funding availability. By supporting the study, corridor study partners agree to continue to coordinate to advance the goals and objectives of the plan.

ACTION REQUESTED:

Motion to approve a resolution to support and adopt the Arboretum Area Transportation Plan.

FISCAL IMPACT: None	FUNDING
If "Other", specify:	County Dollars =
FTE IMPACT: None	Total \$0.00
	☒ Insert additional funding source
Related Financial/FTE Comments:	

Office use only:

RBA 2021 - 7506

BOARD OF COUNTY COMMISSIONERS

CARVER COUNTY, MINNESOTA

Date: March 16, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution to Support and Adopt the Arboretum Area Transportation Plan

WHEREAS, Carver County, the Minnesota Department of Transportation (MnDOT), the City of Victoria, the City of Chaska, and the City of Chanhassen and are responsible for the planning and development of a safe and functional multimodal transportation system within their jurisdictional boundaries; and

WHEREAS, Carver County partnered with the Minnesota Department of Transportation (MnDOT), the City of Victoria, the City of Chaska, and the City of Chanhassen to identify transportation system improvements in the area of the Minnesota Landscape Arboretum including Highway 5, Highway 41, Rolling Acres Road, Bavaria Road, and 82nd Street West; and

WHEREAS, the Arboretum Area Transportation Plan recommends roadway corridor visions including roadway typical sections and corridor footprints, pedestrian and bicycle facilities, and access type and intersection control to serve short, mid, and long-term development and transportation infrastructure needs; and

WHEREAS, the Arboretum Area Transportation Plan includes an implementation framework with estimated improvement costs, project sequencing, and timeframes to guide capital improvement planning for Carver County, MnDOT, the City of Victoria, the City of Chaska, the City of Chanhassen, and their partners for improvements along Highway 5, Highway 41, Rolling Acres Road, Bavaria Road, and 82nd Street West; and

WHEREAS, Carver County recognizes the recommended planning level alternatives establish a future vision for agencies to jointly work towards, noting additional engineering design and environmental review will be required for individual projects; and

WHEREAS, Carver County acknowledges that the implementation framework is subject to funding availability and Arboretum Area Transportation Plan partners will continue to coordinate to advance the goals and objectives of the plan, seek and maximize outside funding sources, and will request approvals as required as individual projects move forward; and

NOW THEREFORE, BE IT RESOLVED that Carver County hereby supports and adopts the findings, recommended corridor visions, and the proposed implementation framework of the Arboretum Area Transportation Plan to guide future investments in the study area.

YES	ABSENT	NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 16 day of March, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16 day of March, 2021.

Dave Hemze	County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlements for Right of Way Acquisition for the Jonathan Carver Parkway Project – Phase 1

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Zachary Mahan

Title: Right of Way Agent

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

The 2021 construction season includes the Jonathan Carver Parkway Project - Phase 1 which is the expansion of Highway 11 to a four-lane highway. Additional right-of-way is needed to complete this project. Appraisals were completed by MM Appraisals and MDAs completed by the Carver County Public Works Right of Way agent and the County Board approved the making of offers based on the appraised values at its September 15, 2020 regular board meeting. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. Settlements with the property owners located at PID #04.0240430 & 20.1130480 have been reached.

ACTION REQUESTED:

Motion to adopt a resolution for settlements for right-of-way acquisitions for the Jonathan Carver Parkway Project - Phase 1.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

City of Carver \$2,135.16

CSAH Reg./Muni. Const. \$2,135.17

Total \$4,270.33

☒ Insert additional funding source

Related Financial/FTE Comments:

The settlement with ISD 112 is an amendment to the original settlement due to a small amount additional right of way that was determined to be needed upon final plan completion.

Office use only:

RBA 2021 - 7512

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 16th, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Jonathan Carver Parkway Project – Phase 1

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for expansion to a four-lane highway as part of the Jonathan Carver Parkway Project – Phase 1 (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Works Division Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required; and

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements of Expanding the roadway to 4 lanes as part of the Jonathan Carver Parkway Project – Phase 1 constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s) and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

YES	ABSENT	NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 March 16th, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16th day of March 2021

Dave Hemze	County Administrator

Exhibit A
to
Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property
Interests

Jonathan Carver Parkway Project – Phase 1

Carver County Public Works No. 168811

Property Tax Identification No. 20.1150010

Fee Owners: Eastern Carver County Schools – Independent School District 112

Property Address: 1717 Ironwood Drive, Carver MN 55315

Settlement Amount: \$1,770.33

Property Tax Identification No. 04.0240430

Fee Owners: Northern States Power Company

Property Address: 4975 Dahlgren Rd, Carver MN 55315

Settlement Amount: \$2,500.00

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlements for Right of Way Acquisition for the US 212 Project - Dahlgren Township

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Zach Mahan

Title: Right of Way Agent

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

The 2021 construction season includes the US 212 Project - Dahlgren Township which is the expansion of Highway 212 to a four-lane highway. Additional right-of-way is needed to complete this project. Appraisals were completed by Kelly Lindstrom and DKJ Appraisals and the County Board approved the making of offers based on the appraised values at its June 2, 2020 regular session. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. Settlements with the property owners located at PID #04.0162600 have been reached.

ACTION REQUESTED:

Motion to adopt a resolution for settlements for right-of-way acquisitions for the US 212 Project - Dahlgren Township.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

MnDOT Funding \$750.00

County Sales Tax \$750.00

Total \$1,500.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Acquisition costs are split evenly between MnDOT and Carver County in accordance with an agreement between the agencies for this project. This settlement amount is an amendment to the original settlement agreement amount to address minor additional costs.

Office use only:

RBA 2021 - 7514

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 16th, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for US 212 Project – Dahlgren Township

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for expansion to a four-lane highway as part of the US 212 Project – Dahlgren Township (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Works Division Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required; and

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements of Expanding the roadway to 4 lanes as part of the US 212 Project - Dahlgren Township constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s) and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

YES	ABSENT	NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 March 16th, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21th day of March 2021

Dave Hemze	County Administrator

Exhibit A
to
Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property
Interests

US 212 Project – Dahlgren Township

Carver County Public Works No. 178825

Property Tax Identification No. 04.162600

Fee Owners: Joshua R. Buesgens & Elizabeth Buesgens

Property Address: 7315 Highway 212, Chaska MN 55318

Settlement Amount: \$1,500.00

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Resolution of Support for State Bonding for County Highway 18 (82nd St. W)

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Lyndon Robjert Title: PW Director/County Engineer

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

Future Highway 18, currently 82nd Street West, between Highway 13 (Bavaria Road) and Highway 41 is a gravel road along the southern border of the Minnesota Landscape Arboretum that cannot support today's traffic demand. This two-mile gap in the transportation system limits community connections and population and employment growth in surrounding areas. The absence of this connection in the local transportation system also puts pressure on the regional highway system, as it is estimated that currently 5,000 vehicles per day travel on Highway 5 and other regional highways instead of using this connection.

Project partners including the cities of Victoria, Chanhassen, and Chaska, the Minnesota Landscape Arboretum, and MnDOT recently completed the Arboretum Area Transportation Plan to develop a shared vision to complete this two-mile gap in the transportation network. The corridor vision is to improve Highway 18 (82nd Street West) between Bavaria Road and Highway 41 to a paved, two-lane undivided roadway with trails, featuring a lower speed and environmentally sensitive design to fit the unique context. Completing this gap in the transportation network will provide improved safety, mobility, community connectivity, and quality of life, while also accommodating planned growth.

The County has budgeted \$13 million in Local Option Sales Tax and County State Aid funds in the 2022-2025 CIP for the project, leaving a funding gap of \$10 million that the other project partners have no current capacity to fund locally without significant land development. Development opportunities directly along the corridor are very limited with the Arboretum to the north and no development plans to the south until after 2040. The state bonding request is for the funding gap amount of \$10 million.

ACTION REQUESTED:

Motion to adopt a resolution of support for state bonding for County Highway 18 (82nd St. W).

FISCAL IMPACT: Other

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

County Sales Tax/State Aid \$13,000,000.00

State Bonding Request \$10,000,000.00

Total \$23,000,000.00

☒ Insert additional funding source

Related Financial/FTE Comments:

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 16, 2021

Motion by Commissioner: _____

Resolution No: _____

Seconded by Commissioner: _____

Resolution of Support for State Bonding for County State Aid Highway 18 (82nd Street West)

WHEREAS, Carver County, the Minnesota Department of Transportation (MnDOT), the City of Victoria, the City of Chaska, and the City of Chanhassen and are responsible for the planning and development of a safe and functional multimodal transportation system within their jurisdictional boundaries; and

WHEREAS, Carver County partnered with MnDOT, the Minnesota Landscape Arboretum, the City of Victoria, the City of Chaska, and the City of Chanhassen to identify transportation system improvements in the area of the Minnesota Landscape Arboretum including Trunk Highway 5, Trunk Highway 41, Rolling Acres Road (County State Aid Highway 13), Bavaria Road (CSAH 13), and 82nd Street West (CSAH 18) to serve safe and efficient multi modal travel; and

WHEREAS, the Arboretum Area Transportation Plan recommends improving CSAH 18 (82nd Street West) between Bavaria Road (CSAH 13) and Trunk Highway 41 to a paved, two-lane undivided roadway with trails, featuring a lower speed and sensitive environmental design to fit the unique context; and

WHEREAS, completing this two-mile gap in the transportation network will provide improved safety, mobility, community connectivity, and quality of life, all while accommodating planned growth; and

WHEREAS, Carver County has committed \$13 million in local option sales tax and County State Aid funds for the project, leaving a funding gap of \$10 million that the other project partners have no current capacity to fund locally; and

NOW, THEREFORE, BE IT RESOLVED, that Carver County hereby support a state bonding request for \$10 million to be used for improvements to County State Aid Highway 18 that will benefit the safe and efficient travel for all users through the Arboretum area.

YES

ABSENT

NO

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 16 day of March, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16 day of March, 2021.

Dave Hemze

County Administrator

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Resolution of Support for US Highway 212 INFRA Grant Application

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 3/16/2021

Contact: Lyndon Robjert

Title: PW Director/County Engineer

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

The U.S. Department of Transportation (USDOT) is soliciting applications for the Fiscal Year (FY) 2021 Infrastructure for Rebuilding America "INFRA" Program, which provides dedicated, discretionary funding for transportation projects of national or regional significance. \$889 million in FY 2021 INFRA funds are available for awards, with 10 percent reserved for 'Small' projects under \$100 million, and 25 percent dedicated for projects in rural areas. To maximize the value of FY 2021 INFRA funds for all Americans, the USDOT is focusing the competition on transportation infrastructure projects that support six key objectives: Supporting Economic Vitality; Climate Change and Environmental Justice Impacts; Racial Equity and Barriers to Opportunity; Leveraging of Federal Funding; Innovation; and Performance and Accountability.

Carver County, in partnership with the Minnesota Department of Transportation (MnDOT), is seeking funds to reconstruct US Highway 212, part of the National Highway System and identified by MnDOT as a Critical Rural Freight Corridor, from a two-lane rural highway to a four-lane divided expressway between County Highway 51 and County Highway 36 including a bridge improvement at Highway 212/Highway 51 intersection. The improvements proposed in the US Highway 212 Rural Freight Mobility and Safety Project will remove barriers to efficient freight movement and job opportunities, support economic vitality by providing development opportunities at key locations, preserve existing infrastructure, address climate change and environmental considerations in the project area, and improve mobility and safety for all corridor users.

The resolution states that the County will provide funding towards the local match and partner with MnDOT to contribute to the overall local match and project funding as identified in the INFRA grant application. The grant application funding request is for \$19 million for the \$38.4 million project. Funding secured to date includes \$3.5 million through Metropolitan Council's regional solicitation, as well as an approximately \$4 million commitment from MnDOT for project development and construction administration. The County's share is identified as approximately \$12 million from the transportation sales tax.

ACTION REQUESTED:

Request to adopt a resolution to support and approve the submittal of the US Highway 212 Rural Freight Mobility and Safety Project application to the FY 2021 INFRA Program and authorize and direct the Carver County Engineer to submit the application.

FISCAL IMPACT: Other

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

Met Council Fed Funding	\$3,500,000.00
MnDOT Committed Fu...	\$3,961,940.00
INFRA Grant Request	\$19,000,000.00
County Sales Tax	\$12,000,000.00
Total	\$38,461,940.00

☒ Insert additional funding source

Related Financial/FTE Comments:

This project is on the approved Transportation Sales Tax project list.

BOARD OF COUNTY COMMISSIONERS

CARVER COUNTY, MINNESOTA

Date: March 16, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution of Support and Approval for Submittal of the US Highway 212 Rural Freight Mobility and Safety Project to USDOT's INFRA Program

WHEREAS, the U.S. Department of Transportation (USDOT) is soliciting applications for the Fiscal Year (FY) 2021 Infrastructure for Rebuilding America "INFRA" Program, which provides dedicated, discretionary funding for transportation projects of national or regional significance; and

WHEREAS, \$889 million in FY 2021 INFRA funds are available for awards, with 10 percent reserved for 'Small' projects under \$100 million, and 25 percent dedicated for projects in rural areas; and

WHEREAS, to maximize the value of FY 2021 INFRA funds for all Americans, the USDOT is focusing the competition on transportation infrastructure projects that support six key objectives: Supporting Economic Vitality; Climate Change and Environmental Justice Impacts; Racial Equity and Barriers to Opportunity; Leveraging of Federal Funding; Innovation; and Performance and Accountability; and

WHEREAS, Carver County, in partnership with the Minnesota Department of Transportation (MnDOT) is seeking funds to reconstruct US Highway 212, part of the National Highway System and identified by MnDOT as a Critical Rural Freight Corridor, from a two-lane rural highway to a four-lane divided expressway between County Highway 51 and County Highway 36; and

WHEREAS, the proposed improvements will remove barriers to efficient freight movement and job opportunities, support economic vitality by providing development opportunities at key locations, preserve existing infrastructure, address climate change and environmental considerations in the project area, and improve mobility and safety for all corridor users; and

WHEREAS, the Carver County Board of Commissioners adopted a ½ percent local option sales tax in May 2017 dedicated for transportation projects. This project is identified in the implementation plan for use of these funds and is a new local revenue source to match federal funds; and

WHEREAS, Carver County will provide funding towards the local match and partner with MnDOT to contribute to the overall local match and project funding as identified in the INFRA Program application, which includes the use of funding programmed for maintenance, secured funding through other grant programs, and additional program funding as applicable; and

NOW THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners supports and approves submittal of the US Highway 212 Rural Freight Mobility and Safety Project for consideration to the USDOT's FY 2021 INFRA Program to reconstruct US Highway 212 from a two-lane undivided highway to a four-lane divided expressway between County Highway 51 and County Highway 36 and authorizes and directs the Carver County Engineer to submit the application.

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

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 16 day of March, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16th day of March 2021.

_____ Dave Hemze Administrator	_____ County
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Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to Increase Land Records & Vitals Department Staffing

Primary Originating Division/Dept: Property & Financial Services - Property Records

Meeting Date: 3/16/2021

Contact: Kathleen Smith Title: Land Records & Vitals Manager

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title: Director of Property & Financial Services

Attachments: ☐ Yes ☒ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

Land Records & Vitals management is requesting to add a permanent 0.6 FTE part time Land Records & Vitals Specialist position in response to the increase request for vital records and land recording activity. Birth and marriage certificates requests have increased significantly due to the new REAL ID documentation requirements and are expected to increase when travel restrictions are lifted and citizens request a passport to travel outside the United States. Land record activity is expected to remain at high levels due to Carver County's expected tax base growth over the next several years.

ACTION REQUESTED:

Motion to add a permanent 0.60 FTE part time Land Records & Vitals Specialist to assist with the additional workload from vital record requests and land recording activity.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars =

Vital/Recording fees \$35,222.00

FTE IMPACT: None

Total \$35,222.00

☒ Insert additional funding source

Related Financial/FTE Comments:

The funding for a permanent 0.60 part time Land Records & Vitals Specialist will be funded by increased Vital Record fees and Land Recording fees.

Office use only:

RBA 2021 - 7499

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Support Personnel position for Land Records & Vitals Department

Department:

Meeting Date: 3/16/2021

Fund:

- ☒ 01 - General
- ☐ 02 - Reserve
- ☐ 03 - Public Works
- ☐ 11 - CSS
- ☐ 15 - CCRRA
- ☐ 30 - Building CIP
- ☐ 32 - Road/Bridge CIP
- ☐ 34 - Parks & Trails
- ☐ 35 - Debt Service

Requested By: Kathleen Smith

DEBIT		
Description of Accounts	Acct #	Amount
Land Record PT staff	01-100.61xx	\$35,222.00
TOTAL		\$35,222.00

CREDIT		
Description of Accounts	Acct #	Amount
Vitals fees	01-100-065.5550	\$5,222.00
Recording fees	01-100.5502	\$30,000.00
TOTAL		\$35,222.00

Reason for Request:

Create a 0.60 FTE part time FTE position for Land Records and Vitals Department. Utilizing revenue to offset staffing request.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Charles Dahlke Bequest to Carver County Public Library

Primary Originating Division/Dept: Public Services - Library

Meeting Date: 3/16/2021

Contact: Heidi Hoks

Title: Library Director

Item Type:

Regular Session

Amount of Time Requested: 10 minutes

Presenter: Heidi Hoks

Title: Library Director

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

Charles Dahlke was many things – engineer, scientist, inventor, designer of aerospace equipment used by NASA, lover of books, art collector and life-long learner. He also became an avid advocate for libraries, particularly the Carver County Public Library, which he used often. He named the Carver County Public Library in his will as beneficiary of half of his assets after taxes and specified gifts were disbursed. To make the best use of this donation for Library services and projects, a granting model will be used and disbursements of grant funds spread out throughout a minimum five years. These funds will be used for enhancements and cannot be used to replace County funding. As voted by the Carver County Library Advisory Board at its January 12 and February 9th meetings, it is recommended the County Board of Commissioners take the three actions listed below.

ACTION REQUESTED:

1. On behalf of the Carver County Library, accept the portion of the Charles Dahlke estate designated for the Carver County Library;
2. Approve the parameters for grants and other expenditures from the Charles Dahlke Account designated for the Carver County Public Library; and
3. Adopt the Charles Dahlke grant application.

FISCAL IMPACT: Other

If "Other", specify: Donation/Internal grants

FUNDING

County Dollars =

\$0.00

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Thus far, Carver County library has received \$500K from the Charles Dahlke estate. It is anticipated that it will take several more months for the estate to fully settle and at that time, the library will receive a final disbursement.

Office use only:

RBA 2021 - 7493

**Parameters for Grants and Other Expenditures from
The Charles Dahlke Account
Designated for the Carver County Library**

FOCUS: Literary, Literature, Literacy and Learning based services, projects and programs.

Up to \$100,000 per year in total will be approved for grants to the Carver County Library from this account.

Grants from this account to be utilized for:

- Library pilot projects
- Enhancements to current Library specialized programs and projects
- Enhancement to Library specialized services

Any grants from this account will have the following restrictions:

- Must be used for *Carver County Public Library* projects, services or programs
- Must meet one of the Focus areas and be demonstrable in that area
- Will not replace County funding
- May replace a Foundation funded project if the grant board chooses to do so

While grant applications may be written by any staff in collaboration with their branch manager, the branch manager must review the grant with the Library Director. In order to ensure public input for projects and/or on projects being submitted for potential funding, each branch manager must meet with their Friends' groups prior to the writing of grants to solicit public input on potential projects. The County Library Board will also be requested to provide public input on potential projects at a board meeting during one of the summer months.

Grant applications must be received by the Library Director by the last Friday in September and then be disseminated to the Grant Board and will be evaluated in October. Grant funding confirmations will be made no later than November 30.

The grant board will be made up of the Library Director, a branch manager chosen on an annual rotating basis, a Library board member chosen on an annual basis, a Friends of the Library representative chosen on an annual rotating basis and the Assistant County Administrator and/or designee. Recommendations from the grant board will be presented to Library Board at its November meeting for preliminary approval of funds allocation. Projects with preliminary approval will be forwarded to the County Board approval as part of its annual December budget process.



Charles Dahlke Grant Application

Year

Applicant Information

Name:

Position:

Branch:

Email address:

Team: (if applicable):

Branch Manager approval date:

Application Narrative Section

Provide a narrative response in the space provided directly after each component below.

Project Title:

Project Allocation Requested:

Provide dollar amount and then elaborate on what funding will purchase.

Focus Areas

Please Use an **X** to select **one** focus area that best describes your proposed project.

☐ Focus A: Literary

Libraries are an important piece of literary creation. Grants in this area might include writer's groups, writing workshops, or other projects/programs with focus on literary creation.

☐ Focus B: Literature

Libraries are hubs for literature for all ages. Print, nonprint, and digital content collections are the cornerstones of a library. Projects in this area will support growth of the collection.

☐ Focus C: Literacy

Libraries support all types of literacy, from early literacy helping children to read to adult literacy, as well as media literacy. Projects in this area will support literacy for one specific age or across ages.

☐ Focus D: Learning

Libraries support learning across all ages by providing a rich collection, as well as access to the library's collection for lifelong learning. This grant area also involves projects which provide access to learning resources in the library's collection, including databases and digital content.

Executive Summary (not scored)

Provide a brief overview of the proposed project and describe how it will address the focus area you selected. A response is required, but no points are assigned for this section. Responses should be 100-300 words.

Reviewed and Scored Section – 100 Points Possible

Priority Points – 10 points maximum

Has applicant/benefiting public library received a Dahlke grant in the last year?

☐ Yes

☐ No

Needs of Audience – 10 points maximum

Primary Audience:

Need:

Describe the need for this project and identify the primary audience (targeted group) who will benefit from the project goals and activities in focus area you selected. Please provide a detailed description of the audience that will be served by the proposed project.

Answer:

Project Plan, Activities and Estimated Timeline – 40 point maximum

Please describe your plan for implementing this project and outline the proposed project's major activities to achieve the focus area selected.

A complete project plan will:

- Describe each major project activity, milestone and/or strategy in sufficient detail.
- Discuss how similar services/programs/activities have been effective in achieving outcomes related to the focus area selected.
- Demonstrate how each major project activity will help to achieve your project's intended outcomes.
- If you have a partner(s), describe the role of partner organization(s) in project activities.
- Discuss where project activities will take place and how the community will be engaged, including marketing and outreach to the primary audience. Describe how you will ensure your outreach strategies and communications methods are inclusive and culturally appropriate.
- Provide anticipated outputs for each major project activity. If your proposed project involves instruction, for example, your outputs may include the length and number of training sessions, attendance, curriculum developed.

Project components may include and are not limited to planning, purchasing, hiring and/or contracting, implementation of activities, provision of patron services, programs, evaluation, etc.

A complete timeline will:

- Identify major project components. (WHAT)
- Identify responsible parties. (WHO)
- Provide estimated dates of completion. (WHEN)

Answer:

Narrative and complete project plan below

WHAT	WHO	WHEN

Outcomes and Evaluation – 20 point maximum

Please describe what changes – skills, knowledge, behavior or attitudes – you expect to see in the project’s primary audience. How will the proposed services/resources help participants achieve this project’s intended outcomes?

A complete response will:

- Describe the intended change in participants, even if it extends beyond the project’s time frame.
- Discuss how the project activities are designed to result in changes in participants.
- Describe how the intended change in participants will be measured during the grant period.
- Describe how information gathered during the grant period will be evaluated to consider the project’s effectiveness and areas for improvement.

Answer:

Sustainability and Organizational Capacity – 10 points maximum

A complete response will describe how the proposed project:

- Increases the applicant’s capacity to serve the primary audience.
- Contributes to stronger relationships with community organizations, including project partner(s), if applicable.
- Will impact future library-based services to other library users.
- Will be sustained beyond the grant period, as appropriate.

Answer:

Budget and Descriptions – 10 points maximum

Answer:

Area	Expenditure	Cost
Collection		
Equipment		
Staffing		
Marketing		
Technology		
Programming		
Other		
TOTAL		

Project Partners

Partnerships with community-based organizations are a Carver County Library priority and are **encouraged but not required** for this opportunity. Please list partner(s) and their role in the project.

Submission Reminder:

Applications must be submitted through email to hhoks@co.carver,mn.us by the 4th Friday in September.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution Extending the Declaration of a Local Emergency

Primary Originating Division/Dept: Administration (County) ▼

Meeting Date: 3/16/2021

Contact: David Hemze Title: County Administrator

Item Type:
Regular Session ▼

Amount of Time Requested: 10 minutes

Presenter: Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities ▼

BACKGROUND/JUSTIFICATION:

Declaring a Local Emergency allows Carver County quickly provide emergency aid. Carver County and other local entities can also be reimbursed for certain expenses and obtain other funding related to the emergency. In addition, this declaration allows for expedited contract approval when needed.

On March 17, 2020 the County Board of Commissioners signed a Declaration of a Local Emergency in Carver County valid until September 1, 2020. That Declaration of Local Emergency was extended to December 31, 2020 and subsequently to March 31, 2021.

FEMA has provided a deadline of September 30, 2021 to submit for updated COVID-19 eligible funding sources. We also expect that State Emergency Operations Center (SEOC) and others would likely continue with COVID-19 assistance to counties and local governments through that date as well.

The only contract expedited to date using the Local Emergency authority has been with Blue Stone Physicians when we transitioned from testing and to vaccine clinics. Future expedited contracts are not expected at this time, but may be necessary depending on the course of the pandemic.

The Carver County Administrator's Office recommends the County Board extend the Local State of Emergency in Carver County to September 30, 2021.

ACTION REQUESTED:

Motion to adopt attached Resolution.

FISCAL IMPACT: None ▼

If "Other", specify:

FTE IMPACT: None ▼

FUNDING

County Dollars =

Total \$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Fiscal impacts to be presented to the Board at a later date.



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 16, 2021

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Extending the Declaration of a Local Emergency

WHEREAS, Carver County continues to experience the COVID-19 pandemic; and

WHEREAS, response and support to affected individuals, communities, medical systems, businesses and government has caused significant impact to the county as a whole; and

WHEREAS, on March 17, 2020 the County Board of Commissioners signed a Declaration of Local Emergency in Carver County valid until September 1, 2020, unless otherwise terminated or extended; and

WHEREAS, on August 18, 2020, the Board extended the Local State of Emergency to December 31, 2020; and on December 15, 2020, extended the Local State of Emergency to March 31, 2021; and

WHEREAS, Minnesota Statutes Chapter 12.29 authorizes the County Board of Commissioners to extend the Declaration of Local Emergency in Carver County; and

WHEREAS, a declaration of local state of emergency invokes Carver County's powers to quickly provide emergency aid, pursuant to Minn. Stat. § 12.37; and

WHEREAS, response and support to affected individuals, communities, medical systems, businesses and government has caused significant impact to the county as a whole; and

WHEREAS, the Carver County Administrator's Office, Health and Human Services Division, and Department of Emergency Management recommends the Carver County Board of Commissioners extend the Local State of Emergency in Carver County for COVID-19 until September 30, 2021.

WHEREAS, the Carver County Board of Commissioners authorizes Richard Scott, Carver County Community Health Services Administrator, and statutorily authorized agent of the local Community Health Board (MN Statute 145A, Subd. 2), to sign Grant Agreements and Amendments from the Minnesota Department of Health pertaining to the COVID-19 response throughout the duration of Local State of Emergency.

NOW, THEREFORE, BE IT RESOLVED, that the Carver County Board of Commissioners extends the Local State of Emergency effective March 17, 2020; and subsequently extended to December 31, 2020 and March 31, 2021 to September 30, 2021, unless otherwise terminated or extended due to the ongoing and expected response to and recovery from COVID-19 and direct the County Administrator, Deputy Division Director of Health Services, and Emergency Management Director to coordinate such actions and request such state and/or federal assistance as needed to protect lives, businesses, and public and private property in Carver County for the response and recovery of the county from the impacts of COVID-19 to the extent practicable and allowed by law, ordinance, and charter.

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 16th day of March, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****COVID-19 and Reopening Update**

Primary Originating Division/Dept: Administration (County) ▼

Meeting Date: 3/16/2021

Contact: Dave Hemze Title:

Item Type:
Regular Session ▼

Amount of Time Requested: 30 minutes

Presenter: Dave Hemze and Richard Scot Title: County Administrator & Deputy I

Attachments: ☒ Yes ☐ No**Strategic Initiative:**

Communities: Create and maintain safe, healthy, and livable communities ▼

BACKGROUND/JUSTIFICATION:

Deputy H&HS Director Richard Scott will provide an update on COVID-19 statistics and trends. County Administrator Hemze will review the latest reopening plan which is attached. A summary of other metro county reopening plans is also attached.

ACTION REQUESTED:

Motion to adopt updated reopening plan including extending the continued Government Center closure to at least June 1, 2021.

FISCAL IMPACT: None ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None ▼

Total \$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7490



COVID-19

Reopening Carver County – Phase II

~~As of January 26~~ Proposed March 16, 2021

Reopening Carver County – Phase II recommendations are attached. The main objective of the phased plan is to keep our citizens and employees safe and healthy while gradually reopening County services. Related strategies include the following.

1. All buildings remain closed to general walk-in traffic during Reopening Phase I and during the initial stages of Phase II.
2. Service by appointment is offered for certain services that cannot be completed via other methods or are difficult to complete online due to lack of an electronic solution, complexity of transaction, or customer barrier to accessing the service online.
3. Electronic processing of documents and applications, and delivery of services via virtual methods are continued and increased where possible. Methods for effective virtual service delivery are refined. Innovations are continued into the future when appropriate.
4. Physical spaces are appropriately prepared (room arrangements to support social distancing, protective barriers installed, enhanced cleaning protocols continued, etc.).
5. Employees continue to telework where effective service delivery can be provided through remote work arrangements.

Protocols related to services that are reopened will be guided by the Center for Disease Control (CDC) and Minnesota Department of Health (MDH) recommendations. Additional Phase II and Phase III recommendations will be provided to the Board later based upon health data and trends, with the goal of incrementally reopening all Carver County buildings and services.

Continuing to strategically enhance the County's ability to quickly convert to effective service delivery in the event of renewed social distancing or stay at home guidance will remain an ongoing area of focus. It is the County's goal to be prepared and responsive to current and future challenges, while maintaining employee and community health, safety, and wellbeing as top priorities.

COVID-19
Reopening Carver County –Phase II
Adopted October 20, 2020

Division	Services to Reopen	Services to Remain Closed/Other Notes
County Attorney	<u>Jury trials</u> : No new jury trials until after March 15, 2021 unless Chief Judge and Chief Justice grant an exception. No in-person court proceedings until after March 15, 2021 unless Chief Judge grants an exception. Court hearings continue to be held remotely.	The County Attorney's Office remains closed to walk-in services. The majority of employees in the County Attorney's Office are working remotely and providing all services via available technology.
Court Administration	<u>Jury trials and court proceedings</u>: See above notes. <u>Service counters</u>: Open by appointment only. Services include criminal, traffic, juvenile, CHIPS, family, civil, and probate related cases. <u>Law Library</u>: Space and computer terminals open by appointment only.	
County Board and Advisory Committees	<u>Board Meetings</u> : Board members are attending in person with limited staff in the room.	Buildings remain closed for County Board, advisory committees, and other meetings. Board meetings are live streamed and offer email and voicemail public comments. Advisory committee meetings are being conducted via videoconference.
Employee Relations	N/A – All services fully operational remotely	Employee Relations is fully functional remotely and completing all services via available technology. Employee Relations will continue to deliver services remotely.
Health and Human Services	<u>CareerForce</u>: By appointment only for employment assistance and by reservation for job searches on computers. <u>Accounting</u>: Receipt Child Support payments	<u>Child and Family services, Home and Community-Based Care services, and Financial Assistance</u> : All services have continued utilizing alternative communication methods during the building

	3. <u>Adolescent Day Treatment</u>: Open four days per week with one day telehealth. Responsive to guidelines and mitigations strategies practiced by local school districts. 4. <u>Mental Health Crisis</u>: Mobile crisis provide both teletherapy and face-to-face services with appropriate level of PPE in the hospital and community setting based on situational response. 5. <u>Housing Unit</u>: Utilizing tele/video communications. Face to face contact with appropriate PPE only in crisis situations. 6. <u>Immunization clinics</u>: By appointment only. 7. <u>Adult and Juvenile Probation</u>: By appointment only for all clients. Remote work and virtual appointments continue. In-person supervision as needed. Post-court intake packets available at Court Services door with drop box or online for submission. 8. <u>School Linked Mental Health</u>: Providing services according to the safe learning model in alignment with current school district protocols. 9. <u>Chemical Health, CSP and SOAR Programs</u>: Utilizing tele/video assessments/case management. Face to face contact with appropriate PPE only in crisis situations. 10. <u>Mental Health Outpatient Services</u>: Currently 100% teletherapy. 11. <u>Child Protection</u>: Child Protection Family Visitation by appointment only and UA's (Urinalysis) by Appointment only. 12. <u>Child Protection</u>: Assessment workers may need to meet with families in person to assess and establish safety for children on child protection reports. 13. <u>Child & Family</u>: By appointment only for the provision of services tied to a case plan with supervisor approval. Attend court as required by Judge that will include any case related planning associated with court such as transporting clients, doing UAs, and other requirements per the Court. <u>In person</u>	closure. Remote work and tele/video communication solutions will continue until further notice.
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	<u>contact, by appointment, may be needed for child welfare cases when virtual work is not effective.</u> 14. <u>Child and family</u>: By appointment in-person home visits for foster care licensing staff to confirm home meets safety requirements for licensure. 15. <u>Child Support</u>: In-person court hearings. By appointment only, meetings with residents to address barriers contributing to the wellness of the children.	
Property and Finance	1. <u>Property Tax, Land Records, Assessing, License Centers, and Elections & Licensing</u>: <u>Appointments offered By appointment only</u> for certain services including driver's licenses, passports, road tests, title transfers, County Commissioner candidate filing, land record plats, complicated property tax appeal, complicated property tax statement, delinquent property tax confession of judgements, etc. 2. <u>Property tax payments</u>: Can be made via a drop off box in the Government Center parking lot, a drop off box at the Chanhassen License Center, the Chaska License Center drive-through, online payments via county website, or US mail. Property tax payments by appointment for other limited circumstances.	1. <u>License Center drive through windows</u>: Open for limited services such as tab renewals, title transfers and DNR licenses. 2. <u>Marriage licenses</u>: <u>Temporary authority to provide</u> Can now be provided electronically <u>thru May, 2021. Minnesota Legislature considering making this a permanent change.</u>
Public Services	1. <u>Complicated applications/permits</u>: By appointment for Veteran Services, Land Management/Environmental Services/Water Mgmt. 2. <u>Outdoor services</u>: Provide services that can be conducted outside such as AIS inspections, land management site visits, feedlot inspections, septic inspections, water management field work, etc. 3. <u>Rural recycling drop-off sites (Cologne, Mayer and NYA)</u>: Open during regular hours. 4. <u>Environmental Center</u>: Open for drive through drop off <u>and the Re-Use room will open in April.</u>	<u>Extension</u>: The University of Minnesota is taking the lead on when and how they open programs and services that they offer locally. Our local Extension Office remains closed for walk up services.

	5. <u>Libraries:</u> Chanhassen, <u>Chaska</u>, Waconia, and Norwood Young America are open for grab and go services. Chanhassen, Waconia, and Norwood Young America are open for study spaces. Curbside is offered in at least one location. Computer access available. Express libraries are open. Online and social media-based services and programs have been expanded. <u>Law library is open by appointment.</u> <u>Plan to open Watertown and Victoria grab and go services in April.</u> 6. <u>Veterans Transportation:</u> Placed on pause while staff evaluates options to restart the program or contract with a provider to assist. <u>Removed the pause on transportation services and are offering, by appointment, one on one transportation service of Carver County veterans to and from medical appointments.</u>	
Public Works	1. <u>Parks:</u> All parks and trail facilities including playgrounds, sledding hills, and the off-leash dog remain open for use under normal hours of operation. Some restrooms are closed for the season. Day-use picnic shelters are closed for the season. Picnic shelters are scheduled to reopen following State guidelines the 1st weekend in May. 2. <u>Campgrounds:</u> Baylor campground is closed for the season. The 2021 season is scheduled to begin on Friday May 14, running through Sunday October 17 is open with a modified operational model as required. 3. <u>Beaches:</u> Beaches are closed for the season. The 2021 beach season is scheduled to begin on Saturday June 12. 4. <u>Parks recreation services:</u> Winter equipment rental facilities are operating at no more than 3 households inside a park building at a time. Outdoor programming (primarily XC skiing, snowshoeing and kicksledding) is being delivered with no more than (25) participants at a time. Some virtual and self-guided opportunities continue. Special events are required to keep participation to no more than (250) people	<u>Park amenities:</u> Large public/community events are being considered on a case by case basis, requiring preparedness plans in addition to typical County permitting requirements and processes. One public cross-country skiing/walking event is planned. <u>There is a polar plunge event planned on March 20th, no other</u> There are no community events planned in the park areas through March. All event requests bring additional comment and review is conducted by Public Health and Risk Mgmt. via the County COVID19 policy & procedure. <u>Parks Admin, Manager, & Supervisors are reporting to PWHQ and park areas intermittently.</u> <u>Highway Operations:</u> In winter operations. Continue as is with staff split in 3 locations (Cologne, Hollywood, and Chaska) with 5-6 people

	and must have a specific event preparedness plan. Strong marketing and outreach efforts continue with a variety of focuses. Seasonal instructors are hired and continue to be utilized to deliver services. School groups are using ski trails at Lake Minnewashta RP for training purposes.	in each. Fleet services remain operational at PWHQ. <u>Highway Construction:</u> Limited activity. Highway 5 Trail continues, everything else is in winter shut down.. <u>Parks Maintenance:</u> Remains operational for winter maintenance activities. <u>Office Administration:</u> Office staff continue to work remotely, reporting to PWHQ intermittently as well as in the field for staff direction and project assessment. <u>Right of way negotiations:</u> One-on-one meetings with property owners occurs as necessary. Physical distancing and PPE protocols in place.
Sheriff's Office	1. <u>Records requests:</u> Allowing. 2. <u>Jail visitation:</u> Allowing via WebEx, Zoom, or similar platform. Resume in-person by appointment only with video visitation encouraged. 3. <u>Permit to carry:</u> Maintain by appointment but potentially expand days/hours <u>with expanded hours.</u> 4. <u>Permit to Purchase:</u> Continue to encourage receiving by mail and added drop box in the lobby for those who choose in-person delivery. 5. <u>Volunteer-led jail programs:</u> Allowing some in-house programs (e.g., bible study) via WebEx, Zoon, or similar platform. In person options are available. <u>Incrementally re-introduce in-person skill building programs (e.g., Skills to Pay the Bills) by appointment, while continuing to use technology when practical. Maintain in-person chemical</u>	Most Sheriff Office services have continued during suspension as they are essential.

	<u>dependency programming with added groups (e.g., Narcotics Anonymous).</u> 6. <u>In-Custody Sentences:</u> Admitting self-reports for in-custody sentences if the subject has been sentenced to 10 days or less. 7. <u>Volunteer Support Services:</u> In-person training and operations is available. 8. <u>Warrant arrests:</u> Have resumed.	
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Metro County Reopening Plans

As of March 16, 2021

County	Government Center	Libraries	County Board Meetings
Anoka	Partially open. Government Center is open on 1 st floor only. Public can access Property Records & Taxation Service Counter and Elections & Voter Registration counter. The other 6 floors are locked, business done virtually or by phone or drobox.	Libraries are open with limited hours and capacities – 24/7 return bins at most locations and virtual services offered.	Closed. All Board members attend in person with meetings streamed to the public. Committee meetings held off site at a larger location that is open to the public.
Dakota	Open.	Libraries are open and offer express services with limited building capacity.	Open. County Board is currently meeting with limited staff in the Board room and most Board members joining remotely (hybrid). Arrangement will be revisited at Board meeting on March 23.
Hennepin	Partially open throughout the pandemic for essential services such as Property Records, Service Center transactions and Election activities. Beginning March 1, for security purposes, Government Center access restrictions will be in place through the end of the Derek Chauvin trial. The 6,500 Hennepin employees currently working remotely will continue to do so until at least September 8.	Limited in-person, by appointment and Grab-and-Go services at most Libraries. By end of Q1 2021 all forty-one Hennepin County Libraries will be open in some capacity.	Closed. Virtual and broadcast to the public. Open Forum opportunities available to residents without interruption.
Ramsey	Partially open. Status quo through Memorial Day.	Roseville, Shoreview, and Maplewood Libraries are open (with modified services) – residents can reserve books online and pick up in the library/can use computers w/appointments.	Closed.
Scott	Closed. No set reopening date.	Splitting days between walk in express service hours and appointment-based hours.	Hybrid. There are 3 or 4 commissioners on site and other(s) participate via Zoom. Number of people in the Board Room are limited to 10. Public can attend in person or via Zoom.
Washington	Open.	Libraries are open (with modified services) and continue to offer curbside pick-up. Hours are currently fewer than pre-pandemic.	Open. County Board meetings are open to the public. Limited staff are in the board room and some board members are joining remotely.