



**Carver County Board of Commissioners
March 4, 2025
Board Meeting**

The County Board Room is open to the public

The Regular Session portion of the meeting will be webcast live at:
<https://youtube.com/@CarverCountyMN>

- 9:00 a.m. 1. **CONVENE**
- 1.1. Pledge of allegiance
 - 1.2. Public comments that relate to an item on the agenda may be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

Individuals unable to attend in person can provide public comments by email at admin-contact@carvercountymn.gov
 - 1.3. Agenda review and adoption
 - 1.4. Approve February 18, 2025 minutes 4-6
 - 1.5. Community Announcements
- 9:20 a.m. 2. **CONSENT AGENDA**
- 2.1. Donation to the Carver County Sheriff's K9 Unit 7-9
 - 2.2. Equipment Transfer..... 10-11
 - 2.3. 2025 Fleet Equipment Purchases..... 12-13
 - 2.4. Disposal of Badges 14-15
 - 2.5. Award Contract for Crack Sealing, Seal Coating, and Pavement Markings for County Trails..... 16-17
 - 2.6. Natural Resource Management Grant Application for Lake Minnewashta Regional Park..... 18-20
 - 2.7. Contract for Highway 101 Bridge Deck Sealing Project 21-25

	2.8. Settlement Agreements for Right of Way Acquisitions for the Highway 5 Project - Arboretum Area	26-30
	2.9. Amendment 1 to Professional Services Agreement with Bolton and Menk for Final Design of Highway 5 - Arboretum Area Project	31-33
	2.10. Award Bid for Construction of the County Road 10 Trailhead and Repairs to the Dakota Rail Regional Trail	34-37
	2.11. Out of State Travel for Karpel Conference	38-39
	2.12. 2023 Emergency Management Performance Grant (EMPG)	40-44
	2.13. Mathiowetz Construction - Request to Excavate and Deposit Fill Material on Private Property (IUP)	45-52
	2.14. STOC Professional-Level staff for Health and Human Services Anicca Day Treatment Program	53-55
	2.15. Minnehaha Creek Watershed District Board of Managers Appointment	56-57
	2.16. Review Health & Human Services and Commissioner Warrants	
9:30 a.m.	3. REGULAR SESSION	
	3.1. Recognition of Peter Ivy, Chief Deputy County Attorney	58-59
	3.2. Greater MSP Presentation	60-62
	3.3. Strategic Planning Consultant.....	63-65
10:25 a.m.	4. COUNTY ADMINISTRATOR REPORT	
10:30 a.m.	5. ADJOURN REGULAR SESSION	
10:30 a.m.	6. WORK SESSION	
	6.1. Public Works Site Plan	66-67

UPCOMING MEETINGS AND EVENTS

March 13, 2025	3:30 p.m.	Peter Ivy Retirement (Carver County EOC, 604 East 4th Street, Chaska)
March 18, 2025	9:00 a.m.	Board Meeting
March 25, 2025	9:00 a.m.	Board Work Session
April 1, 2025	9:00 a.m.	Board Meeting
April 8, 2025	9:00 a.m.	Board Meeting
April 22, 2025	9:00 a.m.	Board Work Session
May 06, 2025	9:00 a.m.	Board Meeting
May 20, 2025	9:00 a.m.	Board Meeting
May 27, 2025		Strategic Planning Meeting (Paradise Commons, 8170 Paradise Lane, Waconia)
June 03, 2025	9:00 a.m.	Board Meeting
June 10, 2025	9:00 a.m.	County Board of Equalization
June 17, 2025	9:00 a.m.	Board Meeting
June 24, 2025	9:00 a.m.	Board Work Session

Carver County Board of Commissioners
Regular Meeting
February 18, 2025

A Regular Meeting of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on February 18, 2025. Chair Tom Workman convened the session at 08:59 AM.

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

Tim Lynch moved, John P Fahey seconded, to approve the agenda. Motion carried unanimously.

Matt Udermann moved, Tim Lynch seconded, to approve the minutes of the February 4, 2025, Regular Session. Motion carried unanimously

Tim Lynch moved, Matt Udermann seconded, to approve the following consent agenda items:

Reviewed and authorized the receipt of a \$100 donation to the Sheriff's Office from the Church of Peace in Young America.

Approved a motion to provide contracted juvenile bed space for Blue Earth and Nicollet Counties.

Approved a Professional Services Agreement with Bolton & Menk, Inc. in the amount of \$38,722 for hydraulic modeling services for the Highway 27 Project, pending finalization of the contract review process.

Adopted resolution 22-25 authorizing the posting of maximum seasonal load limits on Carver County Highway in 2025.

Adopted resolution 20-25 awarding the construction contract for the Highway 11/14 Project to Hoffman Construction Company in the amount of \$3,513,804.90, pending finalization of the contract review process, and MnDOT approvals.

Adopted resolution 21-25 to approve right of way acquisition settlements for the Highway 10/41 Project for the property located at PID #: 30.1020640

Adopted resolution 12-25 to award a construction contract to KAMCO, Inc. for \$160,659.00 for the 2025 County Wide Crack Seal Project, pending finalization of the contract review process.

Adopted resolution 13-25 to award a construction contract to Henry G. Meigs, LLC for \$509,660.00 for Furnishing Bituminous Material for the 2025 County Wide Seal Coat Project, pending finalization of the contract review process.

Approved hiring of a 0.50 FTE Licensed Deputy under a 1.05 FTE Licensed Deputy vacancy

Adopted resolution 14-25 to approve a final payment of \$15,014.24 to Valley Paving, Inc for the 2023 Highway Preservation Program for a final contract amount of \$3,002,848.15.

Approved a professional service agreement with the Katallasso Group for youth and family services from February 3, 2025, through June 30, 2025, for an amount not to exceed \$37,000.

Adopted resolution 15-25 to approve right of way acquisition settlements for the Highway 5 Project - Arboretum Area for the property located at PID#: 65.0132100, and unassigned Parcel No. 301.

Adopted resolution 16-25 to approve right of way acquisition settlements for the Highway 18 Project - Arboretum Area for the property located at PID # 30.0170920.

Approved a Professional Service Agreement with All In One Translation Agency LLC to provide interpreter services for an amount not to exceed \$75,000, through December 31, 2026.

Approved a Professional Service Agreement with Margibail Therapy Services to develop and implement local mental health programs for an amount not to exceed \$60,000, through June 30, 2026.

Adopted resolution 17-25 approving the Local Road Improvement Program Grant Agreement for State General Obligation Bonds, subject to approval from MnDOT and completion of the contract review process.

Adopted resolution 18-25 awarding the construction contract for the Highway 11 Project - Carver Park Reserve to Minger Construction Company Inc. in the amount of \$5,193,583.40, pending finalization of the contract review process, and MnDOT approvals.

Approved a contract with L & T Tree Services and authorized the Board Chair to sign.

Approved grant agreement SG-25P1-03-01 with the Metropolitan Council and authorized the Board Chair and County Administrator to sign.

Reviewed February 10, 2025, Community Social Services' actions/Commissioners' warrants in the amount of \$215,400.39 and reviewed February 17, 2025, Community Social Services' actions/Commissioners' warrants in the amount of \$448,632.17.

Motion carried unanimously.

Bill Olson, Minnehaha Creek Watershed Board member, gave a brief overview of Minnehaha history and an introduction for James Wisker.

James Wisker, Executive Director for Minnehaha Creek Watershed District gave a review of the Watershed. Wisker provided an understanding of the watershed, Halsted Bay Implementation Plan, current work progress and went over recent accomplishments.

Daniel Huff, the new Executive Director at Metropolitan Mosquito Control District (MMCD), presented Alex Carlson, their Public Affairs Manager. Alex gave an annual update and touched on funding. MMCD is funded by property taxes from residents, the median home pays about \$11/year. Addressed was the different mosquitoes in MN, their habitat, surveillance of mosquitos and their control Methods.

Tim Lynch moved, Lisa Anderson seconded, to open the public hearing to consider adoption of the Carver County Water Management Organization Plan Amendment Motion carried unanimously.

Paul Moline, Deputy Division Director of Public Services spoke on the amendment request. These amendments are needed every few years to prioritize projects based on methodology included in chapter 5 of the plan.

Tim Lynch moved, John P. Fahey seconded, to close the public hearing for the CCWMO Watershed Management Plan Amendment to Project List. Motion carried unanimously.

Lisa Anderson moved, Tim Lynch seconded to adopt resolution 19-25 adopting the Carver County

Water Management Organization Plan for Ordinance 110-2025.

Tim Lynch moved, John P. Fahey seconded to recess as the county board and convene as the county ditch authority.

Denise Simoneau, 11025 Hwy 25, NYA, spoke on Ditch number 10 and the neighbors who also have residential land.

Dave Frischmon, Ditch Administrator spoke on the Findings and Orders Adopting redetermination of benefits for County Ditches 6,9 & 10.

John P Fahey moved, Lisa Anderson seconded, to approve the Findings and Orders Adopting Redetermination of Benefits for County Ditches 6, 9 & 10. Motion carried unanimously.

Tim Lynch moved, Matt Udermann to seconded to adjourn as the county ditch authority and reconvene as the county board. Motion carried unanimously.

COUNTY ADMINISTRATOR REPORT – Reminded that on February 19, there is a Hwy 41/10 Project Public Hearing.

Tom Workman moved, Tim Lynch Seconded to enter into closed session pursuant to Minn. Stat. Section 13D.05, subd. 3(b) and 3(c) to discuss attorney-client privileged, confidential settlement negotiations related to PID #'s 04.0080210 and 04.0090900. Motion carried unanimously.

Matt Udermann moved, Lisa Anderson seconded, enter back into regular session. Motion carried unanimously.

Tim Lynch moved, John P Fahey seconded, to adjourn the regular session. Motion carried unanimously.

Dave Hemze
County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Donation to the Carver County Sheriff's K9 Unit
RBA Number: 2025-204
Department: County Sheriff - Administration
Contact: Kate Miner, Administrative Services Manager, 952-361-1065
Presenter:
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Consent

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

Background/Justification:
\$550 was donated to the Sheriff's office by Steve and Mike Wert. Their mother, Marcella Wert, had a love for dogs. She passed away in October 2024, and they would like this memorial money to be given to the K9 Unit in her memory.

Action Requested:
Approve the acceptance and use the funds toward new equipment for our K9 Unit.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:
\$550 will go into 01-201-236-1691-5756

Attachments:

1. BudgetAmendmentForm



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Equipment Transfer
RBA Number: 2025-221
Department: County Sheriff - Patrol Services
Contact: George Pufahl, Lieutenant, 952-361-1886
Presenter:
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Consent

Strategic Initiative:

Culture: Provide culture that fosters accountability to achieve goals and sustain public trust.

Background/Justification:

The Sheriff's Office partners with several agencies through a joint powers agreement (JPA) to maintain a tactical team (i.e., SWAT team). The team currently needs a vehicle for the (CNT) crisis negotiation team to transport personnel and equipment for training and operations. The Sheriff's Office possesses a 2004 Ford E-450 box truck that has served its usefulness as a SWAT operations vehicle and is ready for fleet cycle as the Office received a new ballistic protected vehicle. Sheriff Kamerud would like to transfer the Ford E-450 and ownership to the Tri-City Tactical team for its use for \$1.00. The Tri-City team, upon taking possession of the vehicle, would be solely responsible for vehicle maintenance, insurance, licensing, operational costs, etc. Carver County would have no further responsibilities other than those outlined in the team JPA.

Action Requested:

Approval to transfer vehicle to the Tri-City Swat Team

Fiscal Impact:

Funding:	Amount Budgeted:
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Related Fiscal/FTE Comments:

None

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: 2025 Fleet Equipment Purchases
RBA Number: 2025-281
Department: Public Works - Operations
Contact: Shelby Sovell, Operations Engineer - Assistant Public Works Director, 952-466-5209
Presenter:
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Consent

Strategic Initiative:

Customer Service: Continue the County's delivery of high value, timely service and support.

Background/Justification:

Carver County has a large fleet of vehicles and equipment that are used by various departments. The County annual budget and Long-Term Financial Plan includes recommendations for fleet replacement. The Public Works equipment replacement budget for 2025 is \$785,000. At this time, Public Works is requesting to purchase the following replacement equipment:

1. One Kuhn disc mower from Arnold's of Glencoe for Public Works Operations. The new disc mower will replace unit 1805 which is 7 years old and at the end of its service life for the County. The cost is \$15,600.00 less \$5,000.00 with trade of our unit 1805. The total cost is \$10,600.00.
2. One John Deere Gator with tracks and a trail groomer for Public Works Parks. The John Deere gator with tracks will be purchased from Midwest Machinery Company of Glencoe for \$35,900.00 and the trail groomer will be purchased from Tidd Tech of Spooner, Wisconsin for \$9,700. Total cost \$45,600.0. These units replace units: 70, a 13-year-old snowmobile and 58, a 14-year-old trail groomer sized for a snowmobile, which were auctioned for \$6,982.00 late in the year of 2024 because they no longer meet the service needs of the Parks department.

The total cost of this equipment is \$56,200.00. Staff obtained quotes from State Contract vendors and followed the County Contract and Local Preference Purchasing Policies.

Action Requested:

Motion to approve the purchase of budgeted fleet equipment replacements for 2025.

Fiscal Impact:

Funding:	Amount Budgeted:
County Dollars	\$56,200

Related Fiscal/FTE Comments:

Included in the current budget.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Obsolete Badges
RBA Number: 2025-283
Department: County Sheriff - Administration
Contact:
Presenter: None
Contract Name & Number: Jason Kamerud, Sheriff X1784
Meeting Date: March 4, 2025
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The State of MN formed the State Emblems and Design Commission in 2023. The work of the Commission resulted in a new state flag and state seal that were adopted by the legislature in May 2024. The badges worn by Sheriff's Office personnel have the old state seal as the centerpiece of the badge. Likewise, the old state seal is incorporated into uniform shoulder patch graphics and vehicle graphics. The new state seal has prompted the development of a new badge for Sheriff's Office personnel, which we expect to purchase and distribute in FY2025 out of approved FY2025 funds. Shoulder patches and squad graphics are currently in the design phase and will likely be available in FY2025 as well.

We will need to dispose of the old badges as they will no longer be suitable for wear. They cannot be given or sold to another agency because they are engraved and unique to Carver County. They cannot be sold on the open market because of the potential for impersonation or other misuse by non-law enforcement people. Sheriff's Office personnel continue to explore viable alternatives for disposal.

Action Requested:

Sheriff Kamerud is requesting Board approval to accept the new state seal for inclusion in badge and patch designs and approve purchase of new badges and patches.

Fiscal Impact:

Funding:	Amount Budgeted:
County Levy (existing 2025 Budget)	\$35,000

Related Fiscal/FTE Comments:

To replace the old badges it is estimated to cost between \$30-35k. This will come from existing 2025 operating budget lines within the Sheriff's budget.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Award Contract for Crack Sealing, Seal Coating, and Pavement Markings for County Trails

RBA Number: 2025-291

Department: Public Works - Parks

Contact: Martin Walsh, Parks Director, 952-361-1570

Presenter: Martin Walsh, Parks Director

Contract Name & Number:

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Proposals for trail pavement crack sealing, seal coating, and pavement markings have been received for areas of County Road 11, the Lake Minnetonka and Minnesota River Bluffs regional Trails. And a trailhead parking lot. The proposed work extends the useful life of the trail and parking areas.

- \$76,287 Borgen Incorporated
- \$73,110 B & D Striping, LLC

Action Requested:

Motion to approve contract with B & D Striping, LLC upon completion of the contract review and authorize Board Chair and County Administrator to sign.

Fiscal Impact:

Funding:	Amount Budgeted:
Parks General Fund	\$73,110.00

Related Fiscal/FTE Comments:

Included in current budget

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Natural Resource Management Grant Application for Lake Minnewashta Regional Park

RBA Number: 2025-362

Department: Public Works - Parks

Contact: Martin Walsh, Parks Director, 952-361-1570

Presenter: Martin Walsh, Parks Director

Contract Name & Number:

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The Carver County Parks and Recreation Department is seeking \$400,000 in funding from the Legislative-Citizen Commission on Minnesota Resources (LCCMR) to support land restoration and emerald ash borer (EAB) mitigation efforts at Lake Minnewashta Regional Park. The LCCMR allocates funds from the Environment and Natural Resources Trust Fund (ENRTF) to projects that protect and enhance Minnesota's natural resources. The LCCMR is accepting proposals for projects that can begin July 1, 2026, with approximately \$103 million available. There is no minimum or maximum request amount and proposals should strive to maximize efficiency and return on investment for the proposed expenditures.

Carver County's request aligns with LCCMR's goals, emphasizing the preservation and restoration of natural landscapes for future generations. The proposed funding will support two key initiatives identified in the Lake Minnewashta Regional Park Natural Resource Management Plan (May 2024). First, the land restoration component will focus on removing invasive species, replanting native vegetation, and enhancing wildlife habitats to restore degraded areas within the park. Second, the EAB mitigation program will address the growing threat posed by the invasive pest through the removal of infested ash trees, treatment of at-risk trees, and reforestation with a diverse mix of

native species. By securing ENRTF funding, Carver County can help improve the ecological health of Lake Minnewashta Regional Park, while implementing long-term strategies to combat EAB and promote biodiversity.

Action Requested:

Motion to adopt a resolution to approve the submission of a funding request to the LCCMR in the amount of \$400,000 for Land Restoration and Emerald Ash Borer Mitigation.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

None - there is no local contribution required to receive this grant.

Attachments:

1. LCCMR Grant Resolution

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 4, 2025

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

WHEREAS, the Legislative-Citizen Commission on Minnesota Resources (LCCMR) is tasked with making funding recommendations to the Minnesota Legislature for special environment and natural resource projects, primarily from the Environment and Natural Resources Trust Fund (ENRTF), to preserve, protect, and enhance Minnesota's natural resources;

WHEREAS, the LCCMR is accepting proposals for projects that can begin July 1, 2026, with approximately \$103 million available;

WHEREAS, there is no minimum or maximum request amount and proposals should strive to maximize efficiency and return on investment for the proposed expenditures;

WHEREAS, the Carver County Board supports the goals of the LCCMR and is committed to preserving and enhancing the County's natural resources for future generation;

WHEREAS, the County is requesting \$400,000 from the LCCMR for land restoration and emerald ash borer mitigation at Lake Minnewashta Regional Park;

WHEREAS, the County recognizes the critical threat posed by the emerald ash borer to the park's ash tree population, which significantly contributes to the ecological health and biodiversity of the park; and,

WHEREAS, the County is committed to utilizing ENRTF funds to restore natural landscapes, enhance native habitats, and implement effective measures to control and mitigate the spread of EAB.

NOW, THEREFORE, BE IT RESOLVED, that the Carver County Board hereby approves the submission of a funding request to the LCCMR in the amount of \$400,000 to support the following initiatives:

1. Land Restoration: Restore degraded lands at Lake Minnewashta Regional Park to their natural state by removing invasive species, replanting native vegetation, and enhancing wildlife habitats.
2. Emerald Ash Borer Mitigation: Implement a comprehensive emerald ash borer management program at Lake Minnewashta Regional Park, including the removal of infested ash trees, treatment of at-risk trees, and reforestation with diverse, native tree species.

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 4th day of March, 2025, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 4th day of March, 2025.

Dave Hemze

County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Contract for Highway 101 Bridge Deck Sealing Project

RBA Number: 2025-280

Department: Public Works - Operations

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

Presenter:

Contract Name & Number: Contract and Bond for Bridge 10004 Flood Sealing Project 25-098

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Bridge 10004 along highway 101 was constructed as part of the Southwest Re-connection project and opened to traffic in 2015. The bridge is owned by Carver County and Scott County, where maintenance costs are shared at the rate of 75% and 25%, respectively. Carver County is responsible for maintenance work in accordance with JPA 14-053 and invoices Scott County for their cost share.

Bridge deck flood sealing is a bridge preservation method to extend the life of the bridge in which an engineered sealer is generously applied to the concrete riding surface to fill and bond cracks and imperfections to protect against the penetration of water, salt, and chemicals. The industry standard frequency of flood sealing bridge decks in the state of Minnesota is every three to five years.

The concrete riding surface of Bridge 10004 was first flood sealed in 2017 as part of the Southwest Re-connection Project. The County's bridge safety inspection staff annually review the condition of the bridge's riding surface, and recommend another flood seal application to occur in 2025. Moving forward, it is expected this preservation work will occur every eight or fewer years throughout the lifespan of the bridge.

Due to the size and scope of this project, County forces cannot perform the work in a cost-effective manner and solicited a Contract for the project. Five bids were received and evaluated on February 20, 2025, as shown in the attached bid summary. Paragon Restoration II of Prior Lake, MN was the apparent low bidder in the amount of \$529,112.70. Public Works staff recommend awarding the Contract to Paragon Restoration II and to proceed with the Bridge 10004 Flood Seal Project.

Action Requested:

Motion to adopt a resolution to award a construction contract to Paragon Restoration II for \$529,112.70 for the Bridge 10004 Flood Sealing Project, pending finalization of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
County Funds	\$396,834.52
Scott County	\$132,278.18

Related Fiscal/FTE Comments:

Included in the current budget. Carver County will invoice Scott County for their 25% cost share (\$132,278.18) per JPA 14-053.

Attachments:

1. BID SUMMARY
2. Resolution for Award for Bridge 10004 Flood Seal



Carver County
Public Works
11360 Highway 212, Suite 1
Cologne, MN 55322

Bid Summary

2025 CSAH 101 BRIDGE DECK FLOOD SEAL

CP 2501

Carver County Public Works

Date: 02-20-2025

Bidder Name	Total Amount
Paragon Restoration II	\$529,112.70
Fahrner Asphalt Sealers, LLC - Eau Claire	\$540,581.70
Ti-Zack Concrete, LLC	\$544,503.66
S.M. Hentges & Son, Inc.	\$614,318.00
PCiRoads, LLC	\$863,125.20

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 4, 2025 Resolution No: _____
Motion by Commissioner: _____ Seconded by Commissioner: _____

Awarding of the Bridge 10004 Flood Sealing Project Carver County Contract 25-098 Project # 2501

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

WHEREAS, On Thursday, February 20th at 02:00 P.M. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, five (5) bids were received by Carver County Public Works for the Bridge 10004 Flood Sealing Project, said bids for the responsible bidders are summarized as follows:

Bidder Name	Total Amount	% Over/Under Estimate
<i>Engineer's Estimate</i>	<i>\$694,954.30</i>	
Paragon Restoration II	\$529,112.70	-31%
Fahrner Asphalt Sealers, LLC	\$540,581.70	-29%
Ti-Zack Concrete, LLC	\$544,503.66	-28%
S.M. Hentges & Son, Inc.	\$614,318.00	-13%
PCiRoads, LLC	\$863,125.20	19%

And WHEREAS, after examination of the bids by Carver County Public Works, Paragon Restoration II 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 25-098 with Paragon Restoration II of Prior Lake, MN, in the name of the County of Carver for the construction of the Bridge 10004 Flood Sealing Project in accordance with the construction plans and specifications contained in the project manual; and

BE IT FURTHER RESOLVED that Carver County Engineer, or his designee, is hereby authorized to take actions necessary and to enter into all change orders on behalf of Carver County as the lead contracting agency for the project, with the approval of the partnering agency(ies) for their respective cost share increase. The approval of the Carver County Engineer, or his designee, of Carver County's cost share of the change orders is limited to an amount less than seventy five thousand dollars (\$75,000) and an increased aggregate project total of all project changes of one hundred and fifty thousand dollars (\$150,000.00), 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 4th day of March, 2025, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 4th day of March 2025.

Dave Hemze

County Administrator



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Settlement Agreements for Right of Way Acquisitions for the Highway 5 Project - Arboretum Area

RBA Number: 2025-385

Department: Public Works - Program Delivery

Contact: Anthony Stucchi, Assistant Right of Way Agent, 952-466-5285

Presenter:

Contract Name & Number:

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The 2025-2028 construction seasons includes the Highway 5 Project - Arboretum Area. This project will expand approximately 3.5 miles of State Highway 5 from 80th Street in the City of Victoria to Century Boulevard in the City of Chanhassen, and complete safety improvements to approximately 1.5 miles of County Highway 13 (Rolling Acres Road) from approximately 82nd Street to Fribourg Court in the City of Victoria. The project is on schedule for a 2025 federal project authorization aligning with the project funding.

Carver County is the lead agency for this project. Additional right-of-way is needed to complete the project scope. Carver County has contracted with appraisers in order to establish fair market value for the right of way acquisitions needed in support of the project. Appraisals were obtained and reviewed by certified appraisers in order to determine market value for the right of way needed. On September 9, 2024, the County Board authorized Public Works staff to make offers for direct purchase of the impacted properties.

On January 14, 2025, the county board gave Public Works staff direction on last written offers. On January 30, 2025 the County filed the petition for use of eminent domain.

Negotiations have continued and staff have reached a recommended settlement with the property owner located at PID#: 65.0130300, and 65.0071500.

Action Requested:

Motion to adopt a resolution to approve right of way acquisition settlements for the Highway 5 Project - Arboretum Area for the property located at PID#: 65.0130300, and 65.0071500.

Fiscal Impact:

Funding:	Amount Budgeted:
Transportation Sales Tax	\$25,000

Related Fiscal/FTE Comments:

Included in current budget

Attachments:

1. CSAH 5 Resolution Authorizing Settlements 3-4-25

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: March 4, 2025

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the TH 5 Project – Arboretum Area

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 improvements to Highway 5 between Downtown Victoria and Highway 41 in Chanhassen and to complete safety improvements to approximately 1.5 miles of County Highway 13 (Rolling Acres Road) from approximately 82nd Street to Fribourg Court in the City of Victoria. (“TH 5 Project” or “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 part of the TH 5 Project 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.

	ABSENT	YES	NO
Tom Workman, Chair	_____	_____	_____
Tim Lynch, Vice Chair	_____	_____	_____
John P. Fahey	_____	_____	_____
Lisa Anderson	_____	_____	_____
Matt Udermann	_____	_____	_____

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 4, 2025, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 4th day of March 2025

_____ Dave Hemze	_____ County Administrator
---------------------	-------------------------------

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

TH 5 Project

Carver County Public Works No. 228963

Property Tax Identification No. 65.0130300

Parcel Number: 40

Fee Owner(s): Cottonwood Acres Land Company, LLC

Property Address: 1405 78th Street West, Victoria, MN 55386

Subject property being acquired for permanent drainage & utility easement contains **854** sq. ft., more or less.
\$6,000.00

Subject property being acquired for temporary construction easement contains **2,261** sq. ft., more or less.
\$13,700.00

Premium to Induce Settlement.
\$5,300.00

Settlement Amount: **\$25,000.00**

Property Tax Identification No. 65.0071500

Parcel Number: 110

Fee Owner(s): Circle K Limited, LLC

Property Address: 7240 Rolling Acres Road, Excelsior, MN 55331

Appraised Property impacts:

Subject property being acquired in fee simple to clear title contains **2,551** sq. ft., more or less.
\$5,000.00

Subject property being acquired for temporary construction easement contains **559** sq. ft., more or less.
\$1,400.00

Damages to Trees.
\$2,000.00

In Kind Improvements to Property as part of Construction Project.
\$-8,400.00

Note: Settlement is at no direct cost to the county as property rights are negotiated in trade for removing and installing a new driveway as part of the construction project in the amount of \$8,400.00.

Settlement Amount.
\$0.00



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Amendment 1 to Professional Services Agreement with Bolton and Menk for Final Design of Highway 5 - Arboretum Area Project

RBA Number: 2025-282

Department: Public Works

Contact: Lyndon Robjent, Public Works Division Director / County Engineer, 952-466-5206

Presenter:

Contract Name & Number:

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The final design process for the Highway 5 Arboretum Area Transportation System Improvements is nearing completion, with 90% of the plan set and environmental documentation (EA/EAW) submitted. Due to evolving project dynamics throughout 2024, the project requires a contract amendment of \$1,849,890 to cover additional design efforts, environmental mitigation, right-of-way acquisitions, and utility coordination.

Key Scope Adjustments:

1. **Design and Plan Production:** The project evolved rapidly with multiple iterations in response to changes in intersection designs (TH 5/41), pedestrian facilities, and right-of-way acquisitions.
2. **Environmental Documentation:** Extensive environmental review efforts exceeded initial estimates, akin to an Environmental Impact Statement (EIS), necessitating detailed studies such as the Rusty Patched Bumble Bee mitigation.

3. **Right-of-Way Acquisition:** More property acquisition than initially anticipated, including special processes for arboretum land exchanges and mitigation efforts.
4. **Staging and Traffic Control:** Additional efforts to condense the construction timeline from three years to two, requiring complex staging and detour planning.
5. **Utility Relocations:** Coordination with private utilities to avoid construction conflicts in 2025, requiring additional survey and field staking.

Out-of-Scope Additions:

- **Lake Tamarack Land Swap & Environmental Mitigation** – Adjustments due to University of Minnesota requirements and regulatory demands.
- **Noise Analysis Revisions** – Multiple model iterations to address property owner concerns and MnDOT guidelines.
- **Geotechnical Updates & Structural Revisions** – Delayed soil reports required redesigning bridge foundations and roadway alignments.

Scope Reductions & Efficiencies (\$310,000 Savings):

- Streamlining geotechnical assessments, project management, and communications led to budget savings.
- Adjustments in permitting and utility design reduced overall costs.

The total contract amount with this amendment is \$9,326,202.75. The estimated construction cost of the project is \$101,600,000. The preliminary design fee for the project was \$2,588,368.94. The total design fee of \$11,914,571.69 represents 11.7% of the construction cost. Industry standards for design fees for urban projects range from 10-15% depending on complexity. This is considered a very complicated project.

Action Requested:

Motion to approve Amendment 1 to Professional Service Agreement with Bolton and Menk for Final Design of Highway 5 - Arboretum Area Project subject to completion of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
Transportation Sales Tax	\$1,849,890

Related Fiscal/FTE Comments:

Included in the current budget.

The sales tax will fund the engineering costs until the agency agreements are executed.

The final design cost of \$9,326,202.75 is expected to be split as follows:

45% County Sales Tax

48% State (State Bonding and IIJA Match Funds)

7% Cities

The preliminary design cost of \$2,588,368.94 was paid for by a federal earmark of \$2 million, \$500,000 from MnDOT and the rest from county sales tax.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Award Bid for Construction of the County Road 10 Trailhead and Repairs to the Dakota Rail Regional Trail

RBA Number: 2025-287

Department: Public Works - Parks

Contact: Martin Walsh, Parks Director, 952-361-1570

Presenter: Martin Walsh, Parks Director

Contract Name & Number:

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Plans have been prepared for the construction of a trailhead in the southeast quadrant of the intersection of County Road 10 and the Dakota Rail Regional Trail. The plan calls for a 15-car parking facility with an informational kiosk, bench, bike rack, trash receptacle, and space for a portable restroom. The need for the parking area has been demonstrated by cars parking along the County Road 10 and on nearby private property. The trailhead will improve the safety of the roadway and provide users of the trail with convenient parking.

Additionally, two areas of repair on the Dakota Rail Regional Trail are also planned to be included with the project. These areas are located between the City of Mayer and County Road 10. The repairs are needed due to severe longitudinal cracking and irregular settlement of the trail. The existing trail conditions in this area are a safety concern.

Bids were received on Tuesday, February 11th. Attached is the bid summary. Ten complete bids were received, one bid was incomplete. Bids ranged from a low of \$567,849.10 to a high of \$869,573.00. The engineer's estimate was \$638,651.00.

Action Requested:

Motion to award contract to UrbanEdge Solutions & Supply LLC and authorize Board Chair and County Administrator to sign upon completion of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
2024 Attachment E	\$200,000.00
TAA Funds	\$167,849.10
Attachment E 2025	\$200,000.00

Related Fiscal/FTE Comments:

Included in current budget

Attachments:

1. Bid Summary With Engineer's Estimate



Carver County
Public Works

11360 Highway 212, Suite 1
Cologne, MN 55322

Bid Summary

CSAH 10 Trailhead Construction and Dakota Rail Regional
CP 24-015-514

Carver County Public Works

Date: 2-11-2025

Bidder Name	Total Amount
UrbanEdge Solutions & Supply LLC	\$567,849.10
GMH ASPHALT CORPORATION	\$602,464.08
MSB Excavating & Tiling LLC	\$618,357.33
Shoreline Landscaping & Contracting	\$627,824.91
K.A. Witt Construction	\$664,896.32
Minger Construction Company Inc.	\$692,330.55
Swan Companies	\$693,332.14
Veit & Company, Inc.	\$766,434.35
Sunram Construction, Inc.	\$773,004.25
Urban Companies LLC	\$869,573.00
<i>Engineer's Estimate</i>	<i>\$638,651.00</i>

1 Trail Repair Project

% Over/Under Engineer's Estimate
-11.1%
-5.7%
-3.2%
-1.7%
4.1%
8.4%
8.6%
20.0%
21.0%
36.2%
<i>0.0%</i>



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Out of State Travel for Karpel Conference
RBA Number: 2025-200
Department: County Attorney
Contact:
Presenter:
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Consent

Strategic Initiative:

Customer Service: Continue the County's delivery of high value, timely service and support.

Background/Justification:

Four legal administrative staff members, John Rekow, Donna Storms, Katie Schmidt, and Crystal Madsen, will be attending the 2025 National User Group Conference hosted by Prosector by Karpel (PbK). PbK is the case management system that the County Attorney's Office migrated to at the end of 2023. The conference will be held from April 8 - April 10, 2025, in St. Louis, Missouri.

Action Requested:

Motion to approve Out-of-State Travel for Legal Administrative staff.

Fiscal Impact:

Funding:	Amount Budgeted:
Forfeiture Funds: 02-090-000-0000-6332	\$4,754.56

Related Fiscal/FTE Comments:

Registration	\$1,338.88
Lodging	\$2,123.80
Airfare	<u>\$1,291.88</u>
Total:	\$4,754.56

Forfeiture Funds: 02-090-000-0000-6332

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: 2023 Emergency Management Performance Grant (EMPG)
RBA Number: 2025-182
Department: County Sheriff - Emergency Management
Contact: Benjamin Rutter, Emergency Management Manager
Presenter: Benjamin Rutter, Emergency Management Manager
Contract Name & Number: 2023 Emergency Management Performance Grant (EMPG) - 25-074
Meeting Date: March 4, 2025
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The purpose of the Emergency Management Performance Grant (EMPG) Program is to provide federal funds to States to assist State, local, territorial, and tribal governments in preparing for all hazards. Title VI of the Stafford Act authorizes FEMA to make grants available for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the Federal Government, States, and their political subdivisions. A cost match is required under this program.

The County must equally match the Federal contribution pursuant to Sections 611(j) and 613 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Pub. L. No. 93-288), as amended, (42 U.S.C. §§ 5121-5207). Unless otherwise authorized by law, Federal funds cannot be matched with other Federal funds. Wages and benefits are eligible for reimbursement with EMPG funds, so long as the staff time is spent on emergency management work during the subgrant period by personnel who meet the training and exercise requirements and are included in the application's Staffing Pattern - Paid Staff form. Carver County Emergency Management utilizes this grant for earned wages within the Emergency Management Program.

The timing of the annual EMPG grant application process varies each year. Therefore, allocation of grant funds can be received as late as the fourth quarter of the year following the grant term. This delay is due to the legislative process of the Homeland Security Grant Program (HSGP) at the state and federal levels.

Action Requested:

Motion to authorize the County Board Chair and the County Administrator to sign and accept the Grant Agreement for the 2023 Emergency Management Performance Grant (EMPG) pending finalization of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Grant Contract Agreement Amount:
Matching Requirement \$ 55,533.00

There is a 100% match required for this grant which is covered in the adopted budget for the Emergency Management Program.

Attachments:

1. 2023 EMPG Grant Agreement UNSIGNED



Grant Contract Agreement

Page 1 of 2

Minnesota Department of Public Safety (“State”) Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190	Grant Program: 2023 Emergency Management Performance Grant Grant Contract Agreement No.: A-EMPG-2023-CARVERCO-012
Grantee: Carver County 600 East 4th Street Chaska, MN 55318	Grant Contract Agreement Term: Effective Date: 01/01/2023 Expiration Date: 06/30/2025
Grantee’s Authorized Representative: Carver County Sheriff’s Office / Emergency Management ATTN: Ben Rutter – Emergency Management Director 606 East 4th Street Chaska, MN 55318 Phone: 952-361-1253 E-mail: brutter@carvercountymn.gov	Grant Contract Agreement Amount: Original Agreement \$ 55,533.00 Matching Requirement \$ 55,533.00
State’s Authorized Representative: Homeland Security and Emergency Management ATTN: Ms. Kyle Temme 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190 Phone: 651-201-7420 E-mail: kyle.temme@state.mn.us	Federal Funding: CFDA/ALN: 97.042 FAIN: EMC-2023-EP-00001 State Funding: None Special Conditions None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2023 Emergency Management Performance Grant Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 223. St. Paul, MN 55101-2190. The Grantee shall also comply with all requirements referenced in the 2023 Emergency Management Performance Grant Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No. A-EMPG-2023-CARVERCO-012 / P.O. No. 3000098037

Project No: N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

2023 (EMPG) Emergency Management Performance Grant

Budget Summary (Review Report)

Organization:
Carver County

EXHIBIT A
A-EMPG-2023-CARVERCO-012

Budget		
Budget Category	Award	Match
Organization		
EM Dept Salary and Fringe Benefits	\$55,533.00	\$55,533.00
Total	\$55,533.00	\$55,533.00
Total	\$55,533.00	\$55,533.00
Allocation	\$55,533.00	\$55,533.00
Balance	\$0.00	\$0.00



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Mathiowetz Construction - Request to Excavate and Deposit Fill Material on Private Property (IUP)

RBA Number: 2025-289

Department: Public Services - Land Management

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

Presenter:

Contract Name & Number:

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

[File #PZ20250003. On February 18, 2025, the Planning Commission voted unanimously to recommend approval of Mathiowetz Construction Company's Interim Use Permit \(IUP\) application. The permit allows for the removal of approximately 60,000 cubic yards of clay material and deposition of approximately 80,000 cubic yards of clean, uncontaminated material from the Highway 212 reconstruction/expansion project onto David Tellers' nearby farm field.](#)

[The subject property is located in Section 15, Benton Township. The County and MNDOT-led road project will take place during the 2025-26 construction seasons. Due to the immediate proximity of the project and fill site, there would be no impact from haul trucks on County and Township roads. The subject property is directly west of the Carver County Public Works Facility in Cologne. A temporary access lane would be constructed across the Public Works property during the first phase of the project to facilitate movement of haul trucks to and from the Highway 212 construction project. The proposed duration of the Interim Use Permit is from April 1, 2025, to November 1, 2027. Upon project completion, the approximate 9.5-acre disturbed area will be restored to agricultural production use.](#)

[The applicant must apply for and receive Carver County Water Management Organization \(CCWMO\) permit approval before commencing construction activity. The Interim Use Permit will be terminated once all permit requirements are met.](#)

The Benton Town Board recommended approval of the request.

The Benton Township Location Map and Planning Commission's Resolution are attached for the County Board's consideration. The Planning Commission packet is available online here: <https://carvercomn.portal.civicclerk.com/event/483/files>

Action Requested:

A motion to adopt the Findings of Fact and issue Order #PZ20250003 for the issuance of an Interim Use Permit.

Fiscal Impact:

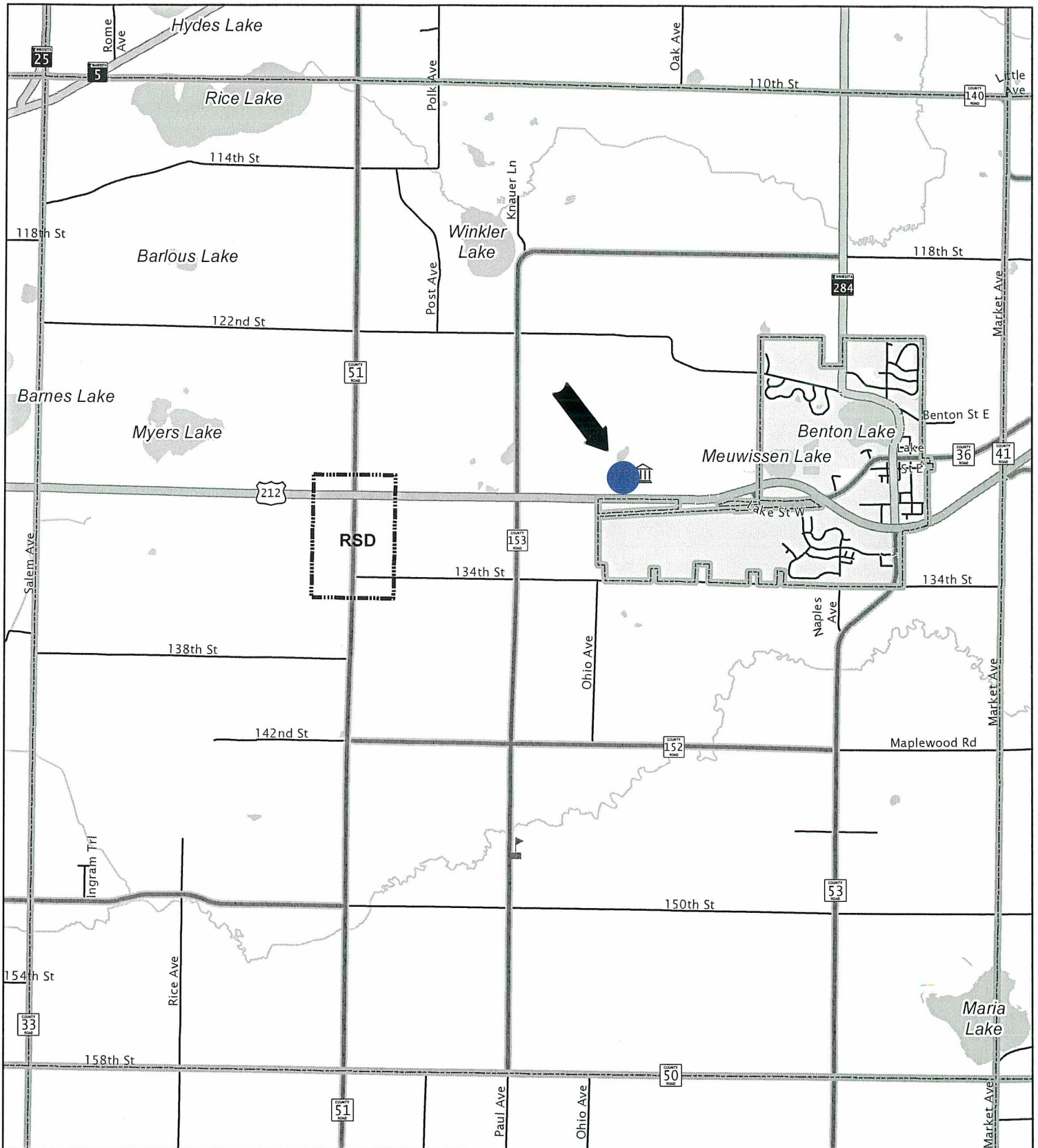
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

1. Benton Township Location Map
2. IU-PZ20250003 - PLC Resolution-signed

BENTON TOWNSHIP



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



Map Created by Carver County GIS

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20250003

RESOLUTION #: 25-05

WHEREAS, the following application for an Interim Use Permit has been submitted and accepted:

FILE #: PZ20250003

APPLICANT: Mathiowetz Construction Co. (Greg Huiras)

OWNER: David Tellers (CFD Purchaser)

Kenneth M. Tellers Family Trust (Owner & CFD Seller)

Marcia K. Tellers Trust (Owner & CFD Seller)

SITE ADDRESS: 11610 Hwy 212, Norwood Young America, 55368

PERMIT TYPE: Land Reclamation of 10,000+ cu. yds. (Borrow Pit)

PURSUANT TO: County Code, Chapter 152, Section(s) 152.081 and 152.082 (C)(1)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 01-015-0105

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of February 18, 2025; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. The Tellers Family owns an approximate 28.4-acre parcel located in the West Half (W½) of West Half (W½) of Northwest Quarter (NW¼) of Section 15, Benton Township. The property consists almost entirely of a tilled farm field, with some scattered wetlands. It is situated within the Agricultural Zoning District and the Carver County Water Management Organization - CCWMO (Carver Creek watershed).
2. Mathiowetz Construction Company ("Mathiowetz"), represented by Greg Huiras, has secured the contract with Carver County for the reconstruction and expansion of Hwy. 212 between Cologne and Norwood Young America. The subject property, conveniently located adjacent to the road corridor, is the proposed site for the borrow area. The close proximity reduces project costs and minimizes the impact of loaded haul trucks on the County roads traveling to a more distant borrow pit site. The proposed duration of the Interim Use Permit is from April 1, 2025, to November 1, 2027. Upon project completion, the land will be restored to agricultural use. Under the Zoning Code, this type of soil removal and replacement is classified as land reclamation.
3. Mathiowetz is requesting an Interim Use Permit (IUP) pursuant to Section 152.081 and 152.082 (C)(1) of the Carver County Zoning Code which allows for land reclamation involving 10,000 cubic yards or more as an Interim Use Permit (IUP).
4. The submitted project narrative (dated February 7, 2025) outlines the project details. Mathiowetz has an agreement with the property owner to remove approximately 60,000 cubic yards of common borrow from the property during the 2025-2026 construction season. The borrow area is currently used as a crop production farm field. As part of the reclamation effort, 80,000 cubic yards of uncontaminated soil, removed from a roadway site, would be deposited onto the Tellers' property. Work vehicles include excavators, bulldozers, loaders, approximately seven off-road haul trucks, and about 20 on-road trucks. The project would also involve recycling concrete and bituminous pavement for reuse as aggregate base material in the new Highway 212 lanes. Pavement removed from the existing roadway would be stockpiled, crushed, and stored for future use. The processed material would then be transported off-site for incorporation into the new roadway. Equipment used for this process includes loaders, a crusher, conveyors, and shakers. Working hours would be 6:00AM to 7:00PM, Monday through Saturday. Approximately 12 employees, excluding haul truck drivers, would be working on-site. There would be no public access to the site and no signage on the property. Dust control

would be managed by applying water using water trucks. Stabilized entrances would be implemented to prevent sediment tracking onto the existing Public Works facility driveway and the active Highway 212 roadway.

5. The applicant has submitted an operations site plan (dated February 7, 2025) detailing the specific areas where material would be removed from the field and where clean uncontaminated soil from the construction site would be deposited. The designated 9.5-acre deposit area is located on the southern portion of the Tellers property along Highway 212, immediately west of the Carver County Public Works Headquarters Facility. Topsoil would be temporarily stockpiled into berms along the northern, eastern, and southern boundaries of the operations area, accompanied by a silt fence. Sediment basins would be located at the northeast and southwest corners of the property. The recycled material stockpile and processing area would be located on the southern end of the site. The operations plan designates two access points from the Highway 212 construction area, both situated in the southeast corner of the operations area. The plan also ensures compliance with setback regulations, including a 50-foot setback from property lines for mining activities and a 50-foot setback from wetlands. Aside from the property owner's residence to the west, there are no other homes within the required 500-foot mining setback from neighboring residences. The owner's residence is permitted within this setback. Additionally, the applicant has submitted an existing conditions plan dated January 24, 2025.
6. The applicant has provided an access plan (dated February 7, 2025) outlining the haul truck routes from the Tellers property. Initially, the plan directs contractor trucks to exit the property via a temporary frontage road constructed along the front of the Public Works facility property, within the established construction limits. From there, haul trucks will use the existing Public Works facility driveway to directly access Highway 212. As the project advances and public traffic shifts to a temporary two-way configuration on the new eastbound Highway 212, haul trucks will discontinue use of the temporary frontage road. Instead, they will access the construction zone directly via the driveway on the southeast corner of the Tellers property, as identified in the operations plan. Toward project completion, when the existing Highway 212 roadway is removed, haul trucks will remain within the construction zone and will not travel on permanent public roads. This approach maximizes efficiency by leveraging the close proximity of the borrow pit to the construction site.
7. The applicant has supplied a reclamation plan (dated February 7, 2025) detailing the removal of temporary berms and sediment basins, along with the regrading of the land. The proposed contour lines illustrate the reduced slopes and elevations in both the borrow and fill areas. In the borrow area, the highest elevation will be reduced by approximately 12 feet, with the slope decreasing from 6.8% to about 4.1% in a representative section. In the fill area, the elevation will increase by about 10 feet, while the steepest slope will be reduced from 6.8% to 5.5% in one section. Upon completion of the project, the land will be restored to a tillable farm field and sown with a cover crop of oats. The narrative states: *"In the fall of 2027, all topsoil salvaged from the property will be replaced onto the disturbed areas. No topsoil will be removed from the site."* It also notes that *"the rate and pattern of current stormwater surface flows will not be altered with the placement of the proposed soils."* A review of the reclamation plan appears to confirm this assessment.
8. Abigail Ernst, Water Resources Program Analyst with the Carver County Water Management Organization, has reviewed the application materials but had not completed her review at the time this staff report was written. A CCWMO permit is required, and Stormwater Management standards would need to be met for both the storm water basin area and reclamation of all disturbed areas. The CCWMO permit would be issued once all other permitting requirements are satisfied and the surety for the CCWMO permit is submitted.
9. Drew Pflaumer, Carver County Public Works Transportation Manager, reviewed the IUP proposal and provided the following comments in an email (dated February 7, 2025):
 - *Public Works has reviewed the original submission and revised site plan and has found all elements of the revised proposal to be agreeable. The applicant has successfully addressed all prior concerns regarding access siting and hauling routes.*
 - *Contractor shall coordinate this haul route with the Construction Engineer for the Highway 212 Project.*
 - *Contractor shall not block the typical use of the Carver County Public Works driveway and shall modify operations as needed ensure the use of the Carver County Public Works driveway is unimpeded.*

10. The submitted IUP materials were sent to MN Department of Transportation (MNDOT), the Highway 212 road authority, and the City of Cologne for review. At the time its staff report was written, neither MNDOT nor the City of Cologne has provided comments on the application.
11. The Benton Town Board reviewed the request during their January 9, 2025, meeting and recommended approval with no additional comments or considerations.
12. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of the Interim Use Permit application for Mining/Land Reclamation activities on the parcel described in Exhibit A. The following conditions should be considered part of the permit:

1. The permit is subject to administrative review. The Interim Use Permit (IUP) is issued to Mathiowetz Construction Company. The proposed project will span from April 1, 2025, to November 1, 2027, and the permit allows for the removal of approximately 60,000 cubic yards of materials from the Hwy. 212 construction zone and the deposition of about 80,000 cubic yards of soil onto the subject property. The permit allows extraction within an operational area of approximately 9.5 acres. It is non-transferable to another property owner and cannot be leased. The permit will terminate upon the exhaustion of clay material mining and soil filling activities, a change in ownership, or the completion of the Hwy 212 road reconstruction/expansion project, whichever occurs first. However, Permit #PZ20250003 shall not be considered terminated until all reclamation areas have been completed to the satisfaction of the Carver County Water Management Organization (CCWMO) and in compliance with Zoning Code standards, and the financial security has been released, if applicable.
2. The termination date of the IUP shall be when the permittee has completed all permit requirements outlined in the Carver County permit, the CCWMO permit, and other applicable agency permits granted to utilize the Tellers Property.
3. The Permittee shall comply with all road authority access requirements as determined by the Carver County Public Works Department and/or Minnesota Department of Transportation. Mining and/or similar disturbances shall not occur within 50 feet of the private property lines or public rights-of-way. The Permittee shall obtain all required permits for work within the public right-of-way prior to initiating construction activities.
4. The Permittee shall comply with all CCWMO rules and regulations, including but not limited to grading, vegetation (with maintenance), and landscaping plans. An erosion and sediment control plan, along with a stormwater management plan for site restoration, screening, vegetation, and maintenance, shall be prepared and implemented in accordance with CCWMO Water Management guidelines and the Wetland Conservation Act (WCA) before mining commences, if applicable. All site improvements shall be completed in accordance with Chapter 153 – Water Resource Management. The Permittee shall obtain a National Pollutant Discharge Elimination System (NPDES) permit, as required by the Minnesota Pollution Control Agency (MPCA).
5. Permittee shall obtain and maintain a Non-generator's Certificate or contact the Environmental Services (E.S.) Department to obtain a Hazardous Waste Generator's License, if required.
6. The Permittee shall always comply with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations. The Permittee shall not exceed the allowed square footage of signage on the property.
7. Permittee agrees to defend, indemnify and hold harmless the County, its officers and employees against any and all liability, loss, costs, damages and expenses which the County, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the certificate holder's performance or failure to adequately perform its obligations pursuant to this permit, or arising out of a dispute as to the ownership of the property.

OPERATIONAL REQUIREMENTS:

These requirements combined with the most current Site and Operational Plans shall govern the mining operation.

1. The land reclamation activity shall operate in accordance with the submitted Project Narrative (dated February 7, 2025), Operations Plan and Reclamation Plan (dated February 7, 2025), Access Plan (dated February 7, 2025), and all applicable CCWMO permit approvals (e.g., stormwater infiltration, BMPs, site vegetation and plantings, and site reclamation), as well as any Benton Township conditions, MNDOT requirements, and Carver County Public Works access requirements and right-of-way standards. If any inconsistencies arise between previously submitted versions, the terms of the most recent version shall prevail and be considered requirements of this permit. The land reclamation activity shall be operated and maintained in accordance with the Carver County Zoning Code (e.g., screening, noise mitigation, etc.). These plans shall be attached to and considered part of this permit.
2. The hours of operation shall be from 6:00AM to 7:00PM Monday through Saturday. Mining and processing shall not occur on Sundays or federally observed holidays, unless for emergency related purposes (e.g., flooding, etc.).
3. The construction equipment located on-site includes, but is not limited to, excavators, loaders, bulldozers, haul trucks, and material processing equipment (e.g., loaders, a crusher, conveyors, and shakers).
4. Existing drainage patterns shall not be altered unless absolutely necessary. If alteration is unavoidable, the alteration shall not adversely affect surrounding properties and/or cause erosion or sedimentation.
5. If internal access roads or the temporary access road on Carver County Public Works property are used to the extent that dust becomes a problem for surrounding properties, the access roads shall be treated with water or Calcium Chloride.
6. All equipment and materials used in the operation shall be stored within the operational area to minimize visual exposure to areas outside the mining area.
7. The Permittee shall comply with the noise pollution requirements and standards set forth in Minnesota State Rules Chapter 7030. White noise backup alarms shall be installed and maintained on all Permittee-owned mining equipment operating at the site, and circular traffic patterns for loading shall be established to reduce backup movements.
8. No trash, garbage, waste, construction debris, or other similar materials shall be deposited in or near the operational area.

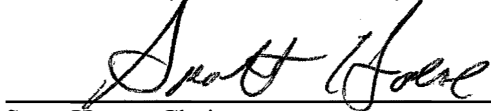
RESTORATION REQUIREMENTS:

1. The design of the restored areas must be according to standards of the Zoning Code and the CCWMO Water Management Rules. To the extent possible, restoration shall be staged such that the exhausted phases of the operation are stabilized and have established turf. Said design may be subject to revisions and modifications by the Land Management Department and Carver County SWCD.
2. The Permittee must maintain existing vegetation wherever possible and implement erosion control as required by the CCWMO Rules permit. The Permittee is responsible for obtaining a CCWMO Permit regarding stormwater management and site reclamation of all aggregate mining areas. If a CCWMO Permit is not obtained within six (6) months of the County Board's approval, File #PZ20240033 shall be suspended until the appropriate permit is obtained. A financial security for erosion control/restoration shall be held by the County for the duration of the project/permit.
3. Topsoil and overburden required for restoration shall be maintained and shall be preserved from erosion or other loss. Only material necessary for restoration may be hauled to the site. Said material shall be incorporated into site restoration immediately or stockpiled according to the site plan.

PERFORMANCE SECURITIES AND INSURANCE REQUIREMENTS

1. The Permittee shall provide a performance security (pursuant to Section 152.082(C)(5)(ii)) in a form acceptable to the County, naming the County as an obligee. The security shall be effective for at least 3 months after the annual anniversary date of this permit. The required performance surety amount is \$10,000 per acre of open mining activities (e.g., mining, staging, and restoration areas).
2. The conditions of the surety shall be that if the Permittee fails to conform to any conditions or requirements of this permit or ceases to operate the facility in accordance with the provisions of this permit, and the County is required to expend monies, labor, or materials to bring the operation into conformance or perform restoration due to non-performance by the Permittee, the County may utilize the performance security for reimbursement of any and all expenses incurred to remedy such failure.
3. The Permittee shall submit a Certificate of Insurance with coverage provided by an insurance company duly licensed by the State of Minnesota, indicating that the Permittee has coverage for General Liability, Automobile Liability, Loading and Unloading, Completed Operations Liability, and Explosion and Collapse of Underground Operations Liability, with a minimum limit of liability in the amount of \$2,000,000 for any one occurrence. The Certificate of Insurance shall include Workers' Compensation Insurance, or the Permittee shall sign an appropriate affidavit regarding employee status and submit it to the Land Management Department. The insurance certificate(s) shall include an irrevocable notice to the County by the carrier 30 days prior to any change, modification, lapse, or cancellation of the policies required.
4. The insurance coverage required above shall be maintained for the duration of the permit. If the permit is terminated, insurance shall be maintained until the completion of restoration and the return of the performance security.
5. The obligor and its sureties hereby indemnify and hold the County harmless from all losses, costs, and charges that may occur to the County due to default.
6. The Permittee shall submit a copy of the Worker's Compensation Insurance to the Carver County Land Management Department annually.

ADOPTED by the Carver County Planning Commission, this 18th of February 2025



Scott Hoese, Chairman
Carver County Planning Commission



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: STOC Professional-Level staff for Health and Human Services Anicca Day Treatment Program

RBA Number: 2025-378

Department: Health & Human Services

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

Presenter:

Contract Name & Number: N/A

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Health and Human Services (HHS) requests approval to hire a Seasonal, Temporary, On-Call (STOC) professional-level staff starting on March 31, 2025, to cover an upcoming vacancy in the Anicca Day Treatment Supervisor position.

The Anicca Day Treatment supervisor position will be vacant as of March 31, 2025. The Anicca Day Treatment program provides high-intensity mental health services to young people at risk of hospitalization or residential treatment. Many of the youths in the program are at high risk of self-harm and other high-risk behaviors. The availability of a supervisor is necessary to ensure a safe treatment environment and continuity of staff oversight. This STOC Professional-level staff will coordinate with the Behavioral Health Clinical Services Manager to provide supervision during day treatment program operations until a new supervisor is hired and onboarded. Additionally, the State of Minnesota Department of Human Services requires that a clinical supervisor is readily available for urgent consultation in day treatment programs.

Action Requested:

Motion to approve hiring a STOC professional-level staff to cover supervisory duties for

the Health and Human Services Anicca Day Treatment program.

Fiscal Impact:

Funding:	Amount Budgeted:
Employee Relations STOC budgeted funds	\$12,492
HHS budgeted funds - BSA	\$21,000

Related Fiscal/FTE Comments:

Fiscal Impact: STOC- professional-level range - maximum 67 days - \$33,492 cost
Covered by:

Employee Relations STOC budgeted funds: \$12,492

HHS budgeted funds - Budget Stabilization Account (BSA): \$21,000 (Budget # 11-480-740-1120-6119)

No county levy will be needed to fund this RBA.

FTE Impact: None since this is considered a temporary position.

Attachments:

1. BudgetAmendmentForm- Anicca STOC

Carver County Board of Commissioners Budget Amendment Request Form

Agenda Item: STOC Professional-Level staff for Health and Human Services Anicca Day Treatment Program

Department: Health & Human Services - Behavioral Health

Meeting Date: 3/4/2025

Requested By: Denise Heckmann

Fund: ☐ 01 - General ☐ 02 - Reserve ☐ 03 - Public Works ☒ 11 - CSS ☐ 15 - CCRRA ☐ 16 - CCWMO
☐ 30 - Building CIP ☐ 32 - Road/Bridge CIP ☐ 34 - Parks & Trails ☐ 35 - Debt Service

DEBIT		TOTAL
Description of Accounts	Acct #	Amount
Anicca STOC	11-427-739-3670-6119	\$12,492.00

CREDIT		TOTAL
Description of Accounts	Acct #	Amount
ER STOC	01-050.6199	\$12,492.00

Reason for Request:

Motion to approve hiring a STOC professional-level staff to cover supervisory duties for the Health and Human Services Anicca Day Treatment program. This BA is to budget for the ER STOC move to HHS, the BSA funds are already in HHS's budget.



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Minnehaha Creek Watershed District Board of Managers Appointment

RBA Number: 2025-389

Department: County Administration

Contact: Dave Hemze, County Administrator, 952-361-1526

Presenter:

Contract Name & Number:

Meeting Date: March 4, 2025

Item Type: Consent

Strategic Initiative:
Connections: Develop strong public partnerships and connect people to services

Background/Justification:
Carver County has one appointment to the Minnehaha Creek Watershed District Board of Managers. The vacancy was advertised in the County's legal newspaper the Waconia Patriot. William Olson, the current incumbent, has submitted his application for reappointment. No other applications were received.

Action Requested:
Appoint William Olson to the Minnehaha Creek Watershed District Board of Managers for a three year term, effective March 8, 2025.

Fiscal Impact:	
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Recognition of Peter Ivy, Chief Deputy County Attorney
RBA Number: 2025-387
Department: County Attorney
Contact:
Presenter: Mark Metz, County Attorney
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Regular Session

Strategic Initiative:
Customer Service: Continue the County's delivery of high value, timely service and support.

Background/Justification:
After 37 years of public service, Peter Ivy will be retiring from the Carver County Attorney's Office effective March 13, 2025. County Attorney Metz will say a few words to commemorate and congratulate Peter on his impressive career, which had a lasting impact, first and foremost, on public safety, while also leading with compassion and the ethical pursuit of justice.

Action Requested:
Welcome County Attorney Mark Metz to the podium to recognize retiring Chief Deputy County Attorney, Peter Ivy.

Fiscal Impact:	
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Greater MSP Presentation
RBA Number: 2025-139
Department: County Administration
Contact: Dave Hemze, County Administrator, 952-361-1526
Presenter: Peter Frosch
Greater MSP CEO
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Regular Session

Strategic Initiative:

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

Background/Justification:

Commissioner Udermann requested amending the County's 2025 budget to include the \$30,000 Greater Minneapolis Saint Paul (MSP) 2025 annual membership. This issue was considered during the December 3, 2024 Board meeting with a 3-2 vote against the proposed amendment (Commissioners Degler, Fahey, and Lynch opposed and Udermann and Workman in favor).

The issue was also discussed during a January 14, 2025 regular session with Board direction to invite Peter Frosch, CEO at Greater MSP, to present on Greater MSP's mission and how they contribute to Carver County. Greater MSP is the regional economic development partnership for the 15-county Minneapolis-Saint Paul region. As Chief Executive Officer, Frosch is responsible for leading the global strategy for economic development and job creation for the region, which has 3.6 million residents and a Gross Metropolitan Product of more than \$260 billion. GREATER MSP is a growing cross-sector partnership that includes over 350 businesses, universities, cities, counties, foundations, and nonprofit organizations. As a partnership, GREATER MSP advances inclusive economic growth and global competitiveness by executing strategies in the areas of job creation, talent, innovation, and capital.

Action Requested:

Motion to amend the 2025 budget to include \$30,000 for the Greater Minneapolis Saint Paul (MSP) membership with funding provided by Commissioner Contingency.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

A summary of previous Commissioner Contingency spending is below:

2021 - \$0 of \$100k
2022 - \$40,516 of \$100k
2023 - \$10,035 of \$100k
2024 - \$0 of \$100k
2025 - \$0 (as of 1/21/25) of \$100k

Attachments:

1. CommissionerContingencyForm- Greater MSP



Carver County Board of Commissioners
Commissioner Contingency Request Form

Agenda Item: Greater MSP- Request for use of Commissioner Contingency

Department: County Administration

Meeting Date: 3/4/2025 Requested By: Dave Hemze

Fund: ☒ 01 - General

DEBIT **TOTAL** **\$30,000.00**

Description of Accounts	Acct #	Amount
Membership Dues	01-001.6242	\$30,000.00

CREDIT **TOTAL** **\$30,000.00**

Description of Accounts	Acct #	Amount
Commissioner Contingency	01-001.6829	\$30,000.00

Commissioner Contingency Beginning of the Year Balance:	\$100,000.00
Commissioner Contingency Current Adjustment:	-\$30,000.00
Commissioner Contingency Previous Adjustment:	\$0.00
Remaining Balance After Adjustment:	\$70,000.00

Reason for Request:

Request to amend the 2025 Budget to include \$30k for Greater MSP membership, funded by 2025 Commissioner Contingency.



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Strategic Planning Consultant
RBA Number: 2025-292
Department: County Administration
Contact:
Presenter: Dave Hemze, County Administrator
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Regular Session

Strategic Initiative:

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

Background/Justification:

During the January 28, 2025 work session, the County Board provided direction to pursue consulting services to assist with the annual update of the County's strategic plan. As discussed, Administrator Hemze worked with County Board Chair Workman and Commissioner Anderson to review proposals and that working group recommends the selection of David Unmacht based on his proposed approach, experience, and contract cost. Unmacht's proposal includes the following goals.

- Create a strategic plan which includes a one to three-year timeframe.
- Review and discuss the roles and expectations of board members.
- Engage in a productive, and enjoyable experience.
- Enhance and strengthen the relationships between elected and appointed county leaders.

Unmacht's complete proposal and background was sent to the Board via e-mail.

Additional proposals from HueLife and Craig Rapp Consulting were also provided to the Board, including the cost for similar services at \$17,000 for HueLife and \$22,500 for Rapp.

Action Requested:

Motion to approve strategic planning consulting services contract with David Unmacht pending review by the County Attorney and Risk Management.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Not to exceed cost of \$8,500 using Commissioner Contingency as the funding source.

A summary of previous Commissioner Contingency spending is below:

2021 - \$0 of \$100k

2022 - \$40,516 of \$100k

2023 - \$10,035 of \$100k

2024 - \$0 of \$100k

2025 - \$0 (as of 1/21/25) of \$100k (note- \$30k MSP membership is requested in Agenda Item 3.2)

Attachments:

1. CommissionerContingencyForm- Strategic Planning Consultant



Carver County Board of Commissioners
Commissioner Contingency Request Form

Agenda Item: Strategic Planning Consultant

Department: County Administration

Meeting Date: 3/4/2025 Requested By: Dave Hemze

Fund: ☒ 01 - General

DEBIT	TOTAL	\$8,500.00
Description of Accounts	Acct #	Amount
Professional Services	01-001.6260	\$8,500.00

CREDIT	TOTAL	\$8,500.00
Description of Accounts	Acct #	Amount
Commissioner Contingency	01-001.6829	\$8,500.00

Commissioner Contingency Beginning of the Year Balance:	\$100,000.00
Commissioner Contingency Current Adjustment:	-\$8,500.00
Commissioner Contingency Previous Adjustment:	-\$30,000.00
Remaining Balance After Adjustment:	\$61,500.00

Reason for Request:

Use of commissioner contingency budget for strategic planning consulting services, not to exceed \$8,500.

Note- on the below commissioner contingency balance, this includes the \$30k that is also on the 3/4 agenda, if that doesn't get approve, the ending balance will be \$31,500.



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Public Works Site Plan
RBA Number: 2025-379
Department: Public Services
Contact: Nick Koktavy, Assistant County Administrator
Presenter: Nick Koktavy, Assistant County Administrator
Contract Name & Number:
Meeting Date: March 4, 2025
Item Type: Work Session

Strategic Initiative:

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

Background/Justification:

In April 2023, County staff presented at a work session the need to develop a site plan for the Carver County Public Works Headquarters in Cologne. There are three main drivers for the site plan:

- 1) The Highway 212 project, which will alter the location of the entrance sign, add berms, and change the traffic flow and site access. With these changes, the County will update its Conditional Use Permit (CUP). While updating the CUP, the County has a desire to include potential future projects.
- 2) The facilities budget includes replacement of the paving at public works. Staff want to have a site plan before starting this project to ensure the paving meets current and future needs.
- 3) Staff want to have a plan for the site that can advise future CIP requests.

The County utilized Wold Architects to assist with the planning process. At the work session, a draft site plan will be presented to the County Board.

Action Requested:

Provide input and guidance on the site plan.

Fiscal Impact:

Funding:	Amount Budgeted:

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

None