



**Carver County Board of Commissioners
April 1, 2025
Board Meeting**

The County Board Room is open to the public

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

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

Individuals unable to attend in person can provide public comments by email at admin-contact@carvercountymn.gov
 - 1.3. Agenda review and adoption
 - 1.4. Approve March 18, 2025 minutes 4-6
 - 1.5. Community Announcements
- 9:20 a.m. 2. **CONSENT AGENDA**
- 2.1. The Outpost 212 in Chaska monetary donation (\$900) to the Sheriff's Office 7-8
 - 2.2. Approval for Prepay of E911 funds 9-10
 - 2.3. 2025 Federal Equipment Grant Boat and Water 11-12
 - 2.4. Charitable Gambling Application for Exempt Permit-West Union Lutheran Church 13-14
 - 2.5. Settlement Agreements for Right of Way Acquisitions for the Highway 5 Project - Arboretum Area 15-20
 - 2.6. Out of State Travel Approval (ACA Kelly Small) 21-22
 - 2.7. Professional Services Agreement for Centerline Culvert Lining on Highway 31 & Highway 41 23-24

	2.8. Purchase Agreement for Tamarack Area Properties from City of Victoria associated with the Highway 5 Project – Arboretum Area	25-26
	2.9. Matter Excavating - Contractor's Yard (CUP)	27-32
	2.10. Rufino Mendoza - Home Extended Business Accessory Use (CUP)	33-38
	2.11. HHS and CAO: Out of State Travel for Rise 25 Conference in Florida May 28-31, 2025	39-40
	2.12. Two (2) STOC positions for Health and Human Services – Child Protection.....	41-43
	2.13. 2024 County Feedlot Officer (CFO) Annual Report	44-48
	2.14. Mandated POST training for licensed personnel	49-51
	2.15. Waconia American Legion Donation to the Carver County Sheriffs Office Dive Team	52-53
	2.16. STOC Professional-Level staff for Sheriff's Office Jail Division	54-56
	2.17. Amendment to Settlement Agreement for Right of Way Acquisitions for the Highway 11 Project - Carver Park Reserve...	57-61
	2.18. Appointment to Mental Health Advisory Committee.....	62-63
	2.19. Review Health & Human Services and Commissioner Warrants	
9:30 a.m.	3. REGULAR SESSION	
	3.1. Sheriff's Office Recognition Proclamations	64-70
9:45 a.m.	4. COUNTY ADMINISTRATOR REPORT	
9:50 a.m.	5. ADJOURN REGULAR SESSION	

UPCOMING MEETINGS AND EVENTS

April 1, 2025	2:00 p.m.	82nd Street Groundbreaking (Bavaria Road and 82nd Street East, Victoria)
April 8, 2025	9:00 a.m. 2:00 p.m.	Board Meeting Highway 41/10 Groundbreaking (145 Engler Blvd, Chaska)
April 22, 2025	9:00 a.m.	Board Work Session
April 24, 2025	9:00 a.m.	Strategic Planning Meeting (Carver County Govt Center, Oak Lake Conference Room)
May 06, 2025	9:00 a.m.	Board Meeting
May 13, 2025	5:30 p.m.	Carver County Foster Parent Appreciation Event (B's on the River, 1455 County Rd 27, Watertown)
May 20, 2025	9:00 a.m.	Board Meeting
May 27, 2025	9:00 a.m.	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
July 1, 2025	9:00 a.m.	Board Meeting
July 8, 2025	9:00 a.m.	Board Meeting
July 22, 2025	9:00 a.m.	Board Work Session

Carver County Board of Commissioners
Regular Meeting
March 18, 2025

A Regular Meeting of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on March 18, 2025. Chair Tom Workman convened the session at 9:01 a.m.

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.

John P Fahey moved, Matt Udermann seconded, to approve the minutes of the March 4, 2025, Regular Session. Motion carried unanimously

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

Approved a 1-Day to 4-Day Temporary On-Sale Liquor License application for St. Peter Lutheran Church, Watertown for Sunday, May 18, 2025.

Approved resolution 26-25 authorizing the submittal of the draft Carver County Solid Waste Management Plan 2024-2044 to the Minnesota Pollution Control Agency for review and approval.

Approved the Professional Services Agreement with TKDA for Construction Program Management Professional Services – Staff Augmentation in an amount not to exceed \$354,900, pending finalization of the contract review process.

Adopted resolution 27-25 continuing implementation of the SSTS direct discharge incentive program for 2025.

Approved motion to contract with Liberty Tire Recycling, LLC, pending final approval through the contract review process.

Approved motion to contract with Veolia Environmental Services, pending final approval through the contract review process.

Approved a Joint Powers Agreement with the City of Victoria for the Highway 5/11 Project, pending finalization of the contract review process.

Approved Out of State Travel for GIS Technician.

Approved a Professional Services Agreement with Alliant Engineering, Inc. in the amount of \$90,215 for Stormwater Erosion Control Inspection Services on 2025 Carver County Construction Projects, pending finalization of the contract review process.

Adopted a resolution 28-25 to approve right of way acquisition settlements for the Highway 5 Project - Arboretum Area for the property located at PID#'s: 25.0610090, 25.0640070, 25.0640125, and 65.0180500.

Approved the Professional Services Agreement with Braun Intertec Corporation for \$46,108.00 for

construction materials testing services for the Highway 11 Project - Carver Park Reserve, pending finalization of the contract review process.

Approved a Phased Retirement Option (PRO) for Patrick Lambert in the Public Works Division.

Approved hiring a STOC professional-level staff to provide technical assistance to update and enhance the utilization of Carver County Public Health's Electronic Health Record and Data Management System (PHDoc).

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

Approved motion for approval to issue a Charitable Gambling License to Home Again Furnishings for Bingo to be held on March 22, 2025.

Approved the Professional Services Agreement with Braun Intertec Corporation for \$54,286.00 for construction materials testing services for the Highway 14 and Highway 11 - Roundabout Project, pending finalization of the contract review process.

Reviewed March 7, 2025, Community Social Services' actions/Commissioners' warrants in the amount of \$416,718.64 and reviewed March 14, 2025, Community Social Services' actions/Commissioners' warrants in the amount of \$283,311.64.

Motion carried unanimously.

Heather Goodwin, Health & Human Services Director spoke on the LAHA program and gave a recap noting that the LAHA program was created in 2023 Legislation with amendments in 2024 legislation for the metro area.

Jennifer Romero – Housing Unit Supervisor, Carver County Behavioral Health reviewed what rent assistance will help with, current housing support providers and HHS support services.

Allison Streich, Executive Director at the CDA shared how they will be using the funds provided to them. They will be working on a Homeownership Assistance Program, Rehab Assistance Programs and Multifamily Programs.

Melodie Bridgeman, Director of Community Development at the CDA gave projections of where the money will be spent.

Lisa Anderson moved, John P Fahey seconded to approve the Local Affordable Housing Aid Professional Service Agreement between Carver County and Carver County Community Development Agency (Contract #25-131) through December 31, 2026, pending approval through the internal contract review process. Motion carried unanimously.

Heather Goodwin, introduced staff and committee member of the Mental Health Advisory Bylaws.

Melissa Hanson, Community Support Supervisor Carver County Behavioral Health introduced Kayla Pascoe the new Chair of the Mental Health Committee. A request to change the Bylaws including changing members from 14 to 13 members and having clear and consistent language with statutes.

Lisa Anderson moved, Tim Lynch seconded to approve revised Bylaws for the Carver County Mental Health Local Advisory Council

Tim Lynch moved, Lisa Anderson seconded to recess as the County Board and Convene as County Ditch Authority. Motion carried unanimously

David Frischmon, Ditch Administrator reviewed the special assessments for County Ditches 6,9 & 10.

John P Fahey moved, Tim Lynch seconded to adopt a Recommended \$63,176 Special Assessment with any individual assessment over \$250 spread over 5 years at an interest rate of 4% for County Ditch 6. Motion carried unanimously.

John P Fahey moved, Tim Lynch seconded to adopt a Recommended \$91,229 Special Assessment with any individual assessment over \$250 spread over 5 years at an interest rate of 4% for County Ditch 9. Motion carried unanimously.

John P Fahey moved, Tim Lynch seconded to adopt of a Recommended \$19,177 Special Assessment with any individual assessment over \$250 spread over 5 years at an interest rate of 4% for County Ditch 10. Motion carried unanimously.

Tim Lynch moved, Lisa Anderson seconded to Adjourn as the County Ditch Authority and Reconvene As County Board.

COUNTY ADMINISTRATOR REPORT – Reminded about Strategic Planning 1-1 meetings. Work Session postponed today due to Commissioner Workman needing to leave for funeral.

Tim Lynch moved, Lisa Anderson seconded to adjourn at 10:15 a.m. Motion carried unanimously.



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: The Outpost 212 in Chaska monetary donation (\$900) to the Sheriff's Office

RBA Number: 2025-494

Department: County Sheriff - Administration

Contact: Kate Miner, Administrative Services Manager, 952-361-1065

Presenter:

Contract Name & Number:

Meeting Date: April 1, 2025

Item Type: Consent

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

Background/Justification:
\$900 donation received from Mark and Kay Halla on behalf of The Outpost 212 Board to say "Thank You" for serving our community.

Action Requested:
Review and authorize the receipt of a \$900 donation to the Sheriff's Office from The Outpost 212 in Chaska.

Fiscal Impact:	
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

\$900 to be deposited into Community Outreach (01-201-243-1604-6455).

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Approval for Prepay of E911 funds
RBA Number: 2025-496
Department: County Sheriff - Communications
Contact: Brian Sloat, Lieutenant, 952-361-1870
Presenter:
Contract Name & Number: 2022-2027 IES Vesta Phone System Refresh and Support and Maintenance 22-277
Meeting Date: April 1, 2025
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The 911/Communications Budget was allocated a one-time Next Generation 911 (NG911) Public Safety Answering Points amount of \$100,579.15 by the State in September 2023 for the FY2024-2025 budget cycle. The funds are available until June 30, 2025 and any unspent funds must be returned to the MN Department of Public Safety's Emergency Communication Networks account. The funds are designated to improve service delivery by implementing new technology, equipment, infrastructure and operational policies and procedures. The Carver County Sheriff's Office Communication Team intends to contract with Independent Emergency Services (IES) to convert legacy analog admin phone lines to fiber. They will be replacing the existing analog phone lines with fiber allowing a digital protocol for enhanced voice call clarity and reliability. This project is necessary as legacy copper line analog communication is outdated and telecommunications providers are not providing adequate support.

Additionally, after completing the analog to SIP project, IES can begin installing the automated call back project. The estimated time is 3-4 months once the order is placed. Carver County has generally operated on that services rendered will be completed before payment is submitted. With this timeline in place, it is highly probable the County will not meet the Jun 30th 2025 deadline. We are asking the County Board to approve prepayment for the services to be provided for the Communications Dispatch Center.

Carver County has a long history of contracting and working with Independent Emergency Services over the years, dating back 25+ years.

Action Requested:

Approve pre-payment of E911 funds.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

No additional request for funds. Funds are currently in the budget/account.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: 2025 Federal Equipment Grant Boat and Water
RBA Number: 2025-261
Department: County Sheriff - Patrol Services
Contact: George Pufahl, Lieutenant, 952-361-1886
Presenter:
Contract Name & Number: 2025 MN DNR FEDERAL BOATING SAFETY
SUPPLEMENTAL EQUIPMENT GRANT 25-085
Meeting Date: April 1, 2025
Item Type: Regular Session

Strategic Initiative:

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

Background/Justification:

The Carver County Sheriff's Office is seeking the purchase of a new 2025 Highfield PA 540 boat costing \$61,752.00. This purchase complies with the Carver County Local Preference Policy. The Highfield PA 540 can be used daily during the boating season and by the Sheriff's Dive Team for water emergencies. This boat will sufficiently meet the requirements for public boat launches within the county. This boat will have a dual purpose for boating safety/enforcement and water rescue/recovery, better meeting the needs to further our activities and responses, which the Sheriff is statutorily obligated to provide. The boat will replace an existing 2014 Lund boat that will be auctioned and used to purchase the new boat. Quotes were received from marinas dealing with 2025 Highfield boats consisting of Great American Marine in Bloomington, MN, INMAR MARINE GROUP in California, and Fluid Watercraft in North Carolina. Great American Marine is the dealer that meets the needs of our organization. This grant (\$46,500.00) coupled with the auction (estimated \$15,000) of an existing 2014 Lund boat allows Carver County to purchase a new 2025 Highfield PA with lights and siren equipment between January 1, 2025, and August 1, 2025.

Action Requested:

Approve acceptance of the 2025 Federal Boating Safety Supplemental Equipment Grant for \$46,500.00, auction of an existing boat, and in compliance with the County's Financial Policy on claims, approve the subsequent purchase from Great American Marine of a new replacement boat in the form of 2025 Highfield PA with lights and siren equipment.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Once this grant is fully executed, the Grantee will claim reimbursement for expenditures incurred before the effective date. Reimbursements will only be made for expenses made according to the terms of the grant. The old transport boat was purchased under this same grant in 2014, and these funds will be applied to the purchase of this new boat.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Charitable Gambling Application for Exempt Permit-
West Union Lutheran Church

RBA Number: 2025-497

Department: Property & Financial Services - Elections & Licensing

Contact: Sarah Rivers, Elections & Customer Service Technician,
952-361-1945

Presenter:

Contract Name & Number:

Meeting Date: April 1, 2025

Item Type: Consent

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

Background/Justification:
A Charitable Gambling application for an exempt permit was received from West Union Lutheran Church. They plan to hold a raffle on October 4, 2025, at West Union Lutheran Church located at 15820 Market Ave, Cologne, MN 55322. This applicant has received this type of license previously.

Action Requested:
Approval to issue a Charitable Gambling License to West Union Lutheran Church for a raffle to be held on October 4, 2025.

Fiscal Impact:	
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

None



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: 2025-618

Department: Public Works - Program Delivery

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

Presenter:

Contract Name & Number:

Meeting Date: April 1, 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 owners located at PID#'s: 65.3580200, 65.3260180, 25.4280010, .25.4280020, and 25.4280030.

Action Requested:

Motion to adopt a resolution to approve right of way acquisition settlements for the Highway 5 Project - Arboretum Area with the property owners located at PID#'s: 65.3580200, 65.3260180, 25.4280010, .25.4280020, and 25.4280030.

Fiscal Impact:

Funding:	Amount Budgeted:
Transportation Sales Tax	\$258,100

Related Fiscal/FTE Comments:

Included in current budget

Attachments:

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

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: April 1, 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 April 1, 2025, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 1st day of April 2025

_____ Dave Hemze	_____ County Administrator
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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. 65.3580200

Parcel Number: 25

Fee Owner(s): Jennifer Lea Boll

Property Address: 931 Parkview Lane, Victoria, MN 55386

Subject property being acquired for temporary construction easement contains **3,399** sq. ft., more or less.
\$6,600.00

Damages to trees, and landscaping.
\$33,400.00

Settlement Amount: **\$40,000.00**

Property Tax Identification No. 65.3260180

Parcel Number: 63

Fee Owner(s): Madelyn Creek Twinhomes

Property Address: Unassigned, Victoria, MN 55386

Subject property being acquired for temporary construction easement contains **250** sq. ft., more or less.
\$800.00

Settlement Amount: **\$800.00**

Property Tax Identification No. 25.4280010

Parcel Number: 78

Fee Owner(s): LTF Real Estate MP II, LLC

Property Address: 2901 Corporate Place, Chanhassen, MN 55317

Subject property being acquired for permanent drainage & utility easement contains **4,421** sq. ft., more or less.
\$16,800.00

Subject property being acquired for temporary construction easement contains **4,421** sq. ft., more or less.
\$13,300.00

Damages to trees.
\$19,900.00

Settlement Amount: **\$50,000.00**

Property Tax Identification No. 25.4280020

Parcel Number: 79

Fee Owner(s): LTF Real Estate Company, Inc.

Property Address: 2902 Corporate Place, Chanhassen, MN 55317

Subject property being acquired for permanent roadway easement contains **1,522** sq. ft., more or less.

\$16,000.00

Subject property being acquired for permanent drainage & utility easement contains **3,047** sq. ft., more or less.

\$12,188.00

Subject property being acquired for temporary construction easement contains **16,460** sq. ft., more or less.

\$51,900.00

Damages to trees and irrigation system.

\$79,912.00

Settlement Amount: **\$160,000.00**

Property Tax Identification No. 25.4280030

Parcel Number: 80

Fee Owner(s): LTF Headquarters 2, LLC

Property Address: 2900 Corporate Place, Chanhassen, MN 55317

Subject property being acquired for temporary construction easement contains **1,349** sq. ft., more or less.

\$4,300.00

Damages to irrigation system.

\$3,000.00

Settlement Amount: **\$7,300.00**



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Out of State Travel Approval (ACA Kelly Small)
RBA Number: 2025-631
Department: County Attorney
Contact:
Presenter:
Contract Name & Number:
Meeting Date: April 1, 2025
Item Type: Consent

Strategic Initiative:

Connections: Develop strong public partnerships and connect people to services

Background/Justification:

Assistant County Attorney, Kelly Small, is the Carver County Attorney who serves on the County's Drug Treatment Court. Her attendance at the National Drug Court Conference: All Rise 2025, is critical to ensure that she is providing the highest quality legal representation in this niche area of drug court representation.

The Conference is in Kissimmee/Orlando, Florida from May 27 - May 31, 2025. The conference is hosted by All Rise ("RISE").

RISE draws more than 7,000 attendees each year, bringing together representatives from all models of treatment courts as well as leaders, policymakers, and other key stakeholders from the legal, treatment, and social service fields, and leaders from recovery and veteran communities, to learn the latest evidence-based practices for serving justice-involved individuals impacted by substance use, mental health, and co-occurring disorders and trauma.

Since 1995, All Rise has convened the only national conference for treatment court professionals. RISE attendance has grown to include a wide array of public health and public safety leaders working to expand treatment for people impacted by substance-use and mental health disorders. This conference offers unparalleled education,

networking, and fellowship for every attendee.

Kelly Small will have the opportunity to learn valuable skills toward the mission of ensuring every individual in the justice system has access to evidence-based treatment and recovery.

Action Requested:

Motion to approve out-of-state travel for Assistant County Attorney, Kelly Small.

Fiscal Impact:

Funding:	Amount Budgeted:
Levy Funds: 02-090-000-0000-6332	\$500

Related Fiscal/FTE Comments:

Flights and lodging are covered by a federal drug court grant. Seeking Board approval of meals, transportation (Uber) costs, estimated to be \$500.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Professional Services Agreement for Centerline Culvert Lining on Highway 31 & Highway 41

RBA Number: 2025-403

Department: Public Works - Operations

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

Presenter:

Contract Name & Number: Professional Service Agreement for Centerline Culvert Lining on Highway 31 & 41, 25-111

Meeting Date: April 1, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Six corrugated metal centerline culverts were inspected by County staff in 2024 and deemed to be in poor condition. The culverts are ideal candidates for "slip lining" using a pipe manufacturer called "Snap-Tight" in lieu of total replacement. Culvert slip lining is specialized work that preserves the highway pavement/embankment while restoring the culverts' integrity and is significantly cheaper than total culvert removal/replacement.

Three of the culverts are located on Highway 31 south of Highway 50 and the other three culverts are located on Highway 41 (two just south of Highway 50 and one just south of Hartungs Oaks Road).

County staff are unable to complete this specialized work efficiently. County staff solicited quotes from Selly Excavating of Le Center, MN, and Midwest Contracting LLC of Marshall, MN; both of whom have expertise in slip lining culverts. Selly Excavating provided a quote, but Midwest Contracting chose not to quote the proposed work. Selly Excavating quoted the work to include labor and equipment to install the liners. The County will provide the liner pipe, aprons, riprap and trucking, grout pumping service from Siegle's Concrete Pumping, and grout from Aggregate Industries.

Action Requested:

Motion to approve the Professional Services Agreement with Selly Excavating for \$80,625.00 for centerline culvert lining on Highways 31 & 41, pending finalization of the contract review process.

Fiscal Impact:

Funding:	Amount Budgeted:
County Dollars	\$80,625.00

Related Fiscal/FTE Comments:

Included in the current budget.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Purchase Agreement for Tamarack Area Properties from City of Victoria associated with the Highway 5 Project - Arboretum Area

RBA Number: 2025-498

Department: Public Works - Administration

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

Presenter:

Contract Name & Number: Purchase Agreement for Tamarack Area Properties (25-143)

Meeting Date: April 1, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Carver County, the City of Victoria, MnDOT, and the University of Minnesota are collaborating on the implementation of the Arboretum Area Transportation Plan, which includes the 82nd Street (Highway 18) Improvement Project and the Highway 5 Improvement Project. Both projects necessitate the acquisition of land from the University of Minnesota and will have impacts on the natural environment.

Through this purchase agreement, Carver County will acquire approximately 26 acres of land adjacent to the University of Minnesota Landscape Arboretum's Lake Tamarack property from the City of Victoria. This land will then be transferred by Carver County to the University for conservancy, long-term management, and as compensation for the land acquisition and project impacts.

The University intends to maintain the land similarly to the adjacent 78 acres of property managed by the University of Minnesota Landscape Arboretum. The University has

expressed that conserving the 26 acres will protect natural habitats and biodiversity, providing a sanctuary for wildlife. Preservation of the land will maintain the natural beauty and recreational value of the Lake Tamarack area, offering the community a place to enjoy nature while ensuring its protection for future generations. Additionally, this land will provide research and educational opportunities, allowing students and researchers to study and learn from the natural areas.

As part of the overall agreement between Carver County and the University of Minnesota, the two parties are also working towards creating a 10-acre Rusty Patch Bumblebee mitigation site within the Lake Tamarack properties to offset the impact on the species' habitat resulting from these transportation projects. The goal is to transform a grass-rich prairie into a forb-rich prairie, which will attract a Rusty Patch Bumblebee population.

If Carver County is unable to convey the property to the University due to unforeseen circumstances, the 26 acres will revert to the City of Victoria.

As part of the purchase agreement, the city will be compensated from Carver County for the sale of the property based on the appraised value of the land. The purchase price will be credited against the city's financial contribution to the Highway 5 project in the project's forthcoming Joint Powers Agreement.

Action Requested:

Motion to approve the purchase agreement for Tamarack properties at the appraised value from City of Victoria for the Highway 5 Improvement Project subject to completion of the contract review process

Fiscal Impact:

Funding:	Amount Budgeted:
County - Transportation Sales Tax	\$240,000

Related Fiscal/FTE Comments:

Included in current budget

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Matter Excavating - Contractor's Yard (CUP)
RBA Number: 2025-616
Department: Public Services - Land Management
Contact: Christina Neel, Land Management Planner, 952-361-1814
Presenter:
Contract Name & Number:
Meeting Date: April 1, 2025
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

File #PZ20250006. On March 18, 2025, the Planning Commission voted 6-0 to recommend approval of Bradley and Kristine Matter's Conditional Use Permit (CUP) application for a Contractor's Yard (specializing in drainage tiling, residential excavating, and septic services) on their 21.87-acre parcel in Section 15 in Hollywood Township.

Mr. Matter is requesting a CUP to operate his family's business, Matter Excavating, from his homesteaded property. He proposes constructing an approximate 60' x 120' (approximately 7,200 square feet) commercial building on the property. His business employs five workers, including the owner, who resides on the property. Operating hours are typically 6AM-9PM during the spring, summer, and fall, with reduced winter hours. No customers will visit the property, and no signage is proposed at this time. The operational area, including employee parking and exterior storage of supplies, is screened by existing trees and buildings. Employees arrive in the morning to pick up work vehicles and supplies before heading to job sites, returning in the evening.

The property's Subsurface Sewage Treatment System requires compliance. However, it has been determined the existing mound system will be abandoned and replaced with a

new system. The Carver County Water Management Organization (CCWMO) reviewed the request and indicated no stormwater permit is required at this time. The Carver County Public Works Division, which oversees County Road 21, the public road providing access to the property, reviewed the application and had no comments. The Hollywood Town Board recommended approval of the request.

For the Board's consideration, the Township Location Map and Planning Commission Resolution, recommending approval, are attached. The March 18, 2025, Planning Commission packet is available online here: <https://carvercomn.portal.civicclerk.com/event/484/files>

Action Requested:

A motion to adopt the Findings of Fact and issue Order #PZ2025006 for the issuance of a Conditional Use Permit.

Fiscal Impact:

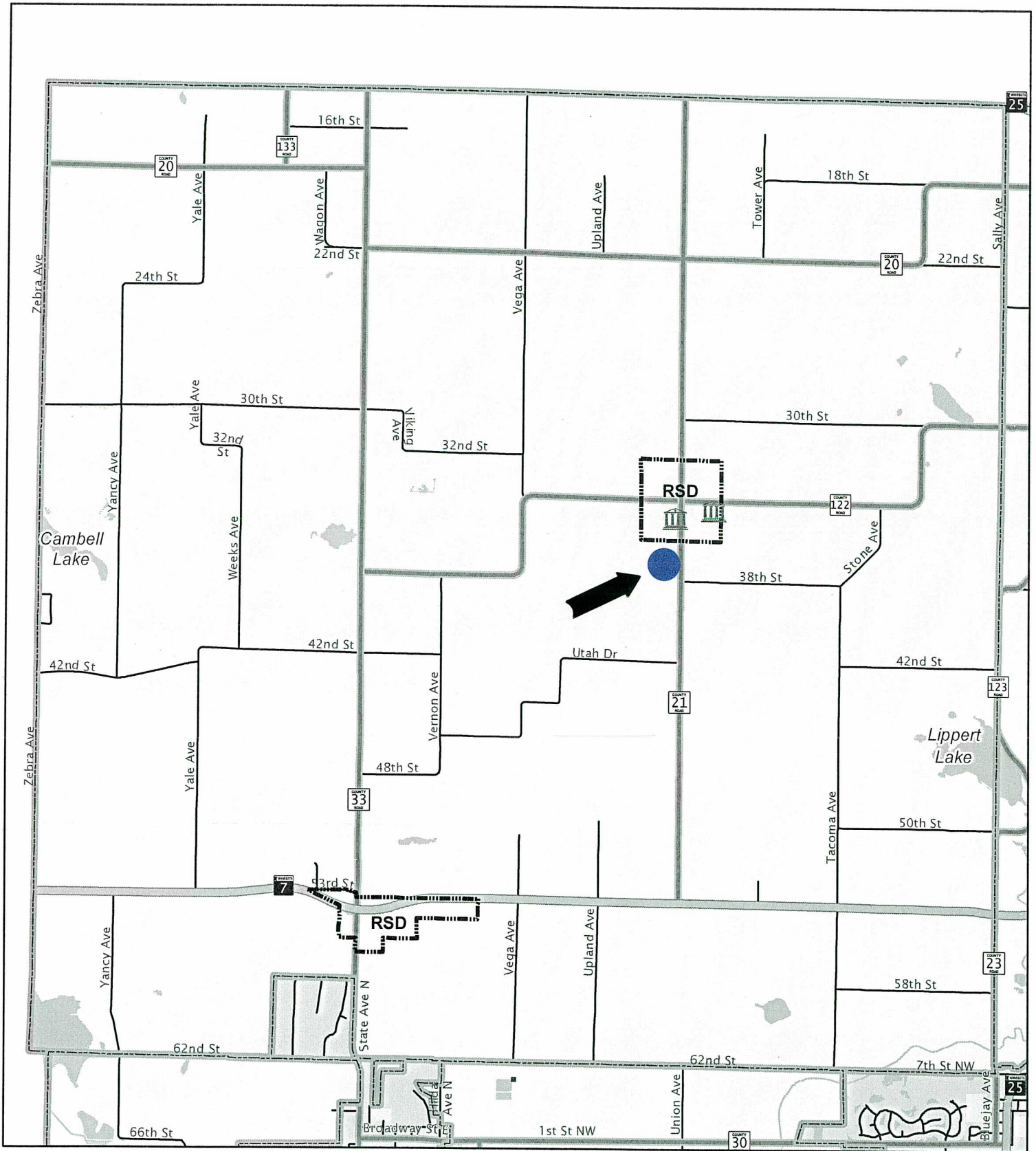
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

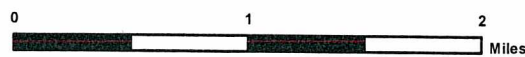
Attachments:

1. Hollywood Township Location Map
2. CU-PZ20250006 - PLC Resolution-signed

HOLLYWOOD 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 #: PZ20250006

RESOLUTION #: 25-07

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

FILE #: PZ20250006

APPLICANT: Brad Matter

OWNER: Kristine Matter Revocable Trust (Bradley and Kristine Matter, trustees)

SITE ADDRESS: 3710 County Road 21

PERMIT TYPE: Conditional Use Permit - Contractor's Yard

PURSUANT TO: County Code, Chapter 152, Section 152.079 (C)(10)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 06-015-1810

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

WHEREAS, the Carver County Planning Commission finds as follows:

1. Kristine and Brad Matter own approximately 21.87 acres located in the South Half (S½) of the Southeast Quarter (SE¼) of the Southeast Quarter (SE¼) of Section 15 in Hollywood Township. The property is improved with an existing single-family home with attached garage, a 30' x 30' (900 square feet) machine shed, a 28' x 45' (1,260 square feet) personal storage shed, and cropland currently in production. The site is located within the Agricultural Zoning District and the Carver County Water Management Organization (CCWMO) - Crow River watershed.
2. The applicant is requesting a Conditional Use Permit to operate an excavation business (Matter Excavating) from the subject property as a Contractor's Yard, pursuant to Section 152.079 (C)(10) of the Carver County Zoning Code.
3. The proposed location of the Contractor's Yard is in a rural area of Hollywood Township, with no residences located within 500 feet of the operational area, as shown on the submitted site plan. In accordance with the residency standard for home-based businesses, the business owner, Brad Matter, resides on the property.
4. The submitted operational plan (dated February 21, 2025) describes Mr. Matter's existing business that he intends to operate from the property. Matter Excavating is a family-owned and operated business, currently being run from Mr. Matter's father's property. The family is anticipating moving all operations to the subject property once the proposed structure is completed, then terminating the original Matter Excavating CUP (#7005). Matter Excavating specializes in farm drainage, septic service, and residential excavating projects. The applicant has 4 employees and a total of 6 work vehicles, and he estimates 6-12 daily vehicle trips per day during busy season. Hours of operation are Monday-Saturday 6AM - 9PM, during spring, summer and fall. Winter hours and days of operation are minimal due to daylight limitations and ground freeze. There is no public access to the property and no retail sales will occur at the property. No signage is proposed.

5. The site plan (dated February 25, 2025) outlines the current property layout and the proposed commercial building. The new structure, measuring 60' x 120' (approximately 7,200 square feet), would be located west of the existing house and personal storage buildings. It would include an office space, material and vehicle storage, and maintenance shop for company equipment. The applicant has designed a screened area adjacent to the commercial building for outdoor material storage, including gravel and sand. Employees would park south of the new building and access work vehicles and equipment, including a dump truck, pickup trucks, trailers, and an excavator. Mature trees surrounding the proposed building site provide natural screening for the operational area. The existing screening appears to meet the requirements outlined in Section 152.041 of the County Zoning Code.
6. The subject property falls under the jurisdiction of the Carver County Water Management Organization (CCWMO). Tim Sundby, Water Resources Supervisor, reviewed this request and stated in an email dated February 26, 2025, that a stormwater permit is not required at this time. However, if the total disturbed area during construction exceeds one acre, an erosion sediment control permit may be required.
7. Mike Wanous, District Manager at Carver County Soil & Water Conservation District, reviewed this request. In an email dated February 24, 2025, he stated he had no concerns regarding the proposed contractor's yard but noted the presence of a wetland west of the proposed building site. He emphasized that no material shall be placed in a wetland area and the site must comply with Wetland Conservation Act (WCA) regulations.
8. Lori Brinkman, Senior Environmentalist and Advanced SSTS Inspector with Carver County Environmental Services, reviewed the application materials. In an email dated February 13, 2025, she stated:
"Carver County Code 52.197 requires a SSTS compliance inspection when there is an application for a contractor's yard; however, since the existing mound system will be abandoned, a compliance inspection of the existing drainfield is not appropriate. A design for a replacement mound, including tank certification for reuse of the existing tanks, must be submitted to Carver County. The replacement mound should be installed prior to abandonment of the existing mound."
9. The contractor's yard is accessed via a single driveway on County Road 21. In an email dated March 6, 2025, Drew Pflaumer, Carver County Public Works Transportation Planning Manager, stated that he had no comments or concerns regarding the proposed contractor's yard.
10. The Hollywood Town Board reviewed the request at their February 10, 2025, Town Board meeting and expressed support, stating there are *"no concerns at this time."*
11. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of the Conditional Use Permit application for a Contractor's Yard on the property legally described in Exhibit A. The following conditions should be considered part of the permit:

1. The permit is subject to administrative review. The Permittee shall homestead and occupy the property. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early as possible in the process of the proposed change.
2. The operation shall be substantially in accordance with the submitted operational plan (dated February 21, 2025) and site plan (submitted February 25, 2025). These plans shall be attached to and become part of this permit. The operation hours shall generally follow Monday-Saturday 6AM - 9PM, during spring, summer and fall. Winter hours and days of operation are minimal due to daylight limitations and ground freeze. Temporary outdoor storage shall be screened and contained within the approved operational area.

3. All structures used in conjunction with the contractor's yard operation shall comply with the Minnesota State Building Code. The proposed shop building shall require review and approval from the Carver County Building Official, along with the necessary permits. Any future construction of new structures for the business shall also undergo review and receive the appropriate building permit(s) prior to beginning construction.
4. All business-related trucks, equipment, and supplies shall be stored within approved structures or the approved operational area. Any expansion of this area will be considered an expansion of the use and may require a review by the Land Management Department to determine if an amended Conditional Use Permit is needed. All outside storage shall be screened from neighboring properties and the public road.
5. The Permittee shall comply with all Carver County Public Works access requirements. There shall be no parking within the public right-of-way.
6. A replacement Subsurface Sewage Treatment System (SSTS) design and location shall be submitted to the Carver County Environmental Services Department for review and approval prior to the issuance of the commercial building permit. The SSTS installation shall comply with all applicable regulations.
7. Permittee shall maintain the Non-generator's Certificate or contact the Environmental Services Department to determine if a Hazardous Waste Generator License is required.
8. Any grading and/or filling activity on the property shall comply with the Carver County Water Management Organization (CCWMO) and, if applicable, the Wetland Conservation Act (WCA). Any site improvements shall adhere to Chapter 153 – Water Resource Management. Stormwater Management review and approvals are required before construction or building permits can be issued.
9. The Permittee shall comply with all applicable county regulations, including Chapter 152 – Zoning Code, Chapter 154 – Sign Regulations, Chapter 51 – Hazardous Waste Management, Chapter 52 - Subsurface Sewage Treatment System (SSTS) regulations, MN State Building Code requirements, and all other applicable local, state, and federal regulations. No signage shall be allowed within the public road right-of-way.
10. Permittee shall submit a Certificate of Workers' Compensation Insurance and/or proper affidavit (if no employees are involved) to the Land Management Department. The insurance or affidavit shall be maintained for the duration of the CUP.

ADOPTED by the Carver County Planning Commission this 18th day of March, 2025.


[Scott Hoese \(Mar 19, 2025 19:12 CDT\)](#)

Scott Hoese, Chairman
Carver County Planning Commission



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Rufino Mendoza - Home Extended Business Accessory Use (CUP)
RBA Number: 2025-615
Department: Public Services - Land Management
Contact: Donovan Hart, Senior Planner, 952-361-1815
Presenter:
Contract Name & Number:
Meeting Date: April 1, 2025
Item Type: Consent

Strategic Initiative:

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

Background/Justification:

File #PZ20250005. On March 18, 2025, the Planning Commission voted 6-0 to recommend approval of Rufino Mendoza's Conditional Use Permit (CUP) application for a Home Extended Business Accessory Use (landscaping & snow removal) on his 3-acre parcel in Section 16 in Laketown Township.

Mr. Mendoza is requesting a CUP to operate his business, E & R Landscaping, from his homesteaded property. He proposes constructing an approximate 60' x 100' structure, with 4,600 square feet dedicated to business use and the remainder for property storage. His business employs four full-time workers, one of whom resides on the property. Operating hours are typically 7AM-7PM on weekdays in the summer and 8AM-4PM in the winter. No customers will visit the property, and no signage is proposed at this time. The operational area, which includes worker parking and temporary exterior storage, is well screened by existing and proposed trees.

On February 5, 2025, Mr. Mendoza received a variance (V-PZ20250001) allowing up to four work vehicles, including two trucks exceeding one-ton capacity, as part of a Home Extended Business Accessory Use on a property less than five acres in size.

The property's Subsurface Sewage Treatment System (SSTS) is compliant. The Minnehaha Creek Watershed District (MCWD) has reviewed the request and indicated permits may be needed. The Minnesota Department of Transportation (MnDOT), which oversees the public road (Hwy 5) providing access, reviewed the application and had no comments. The Laketown Town Board recommended approval of the request.

For the Board's consideration, the Township Location Map and Planning Commission Resolution, recommending approval, are attached. The March 18, 2025, Planning Commission packet is available online

here: <https://carvercomn.portal.civicclerk.com/event/484/files>

Action Requested:

A motion to adopt the Findings of Fact and issue Order #PZ20250005 for the issuance of a Conditional Use Permit.

Fiscal Impact:

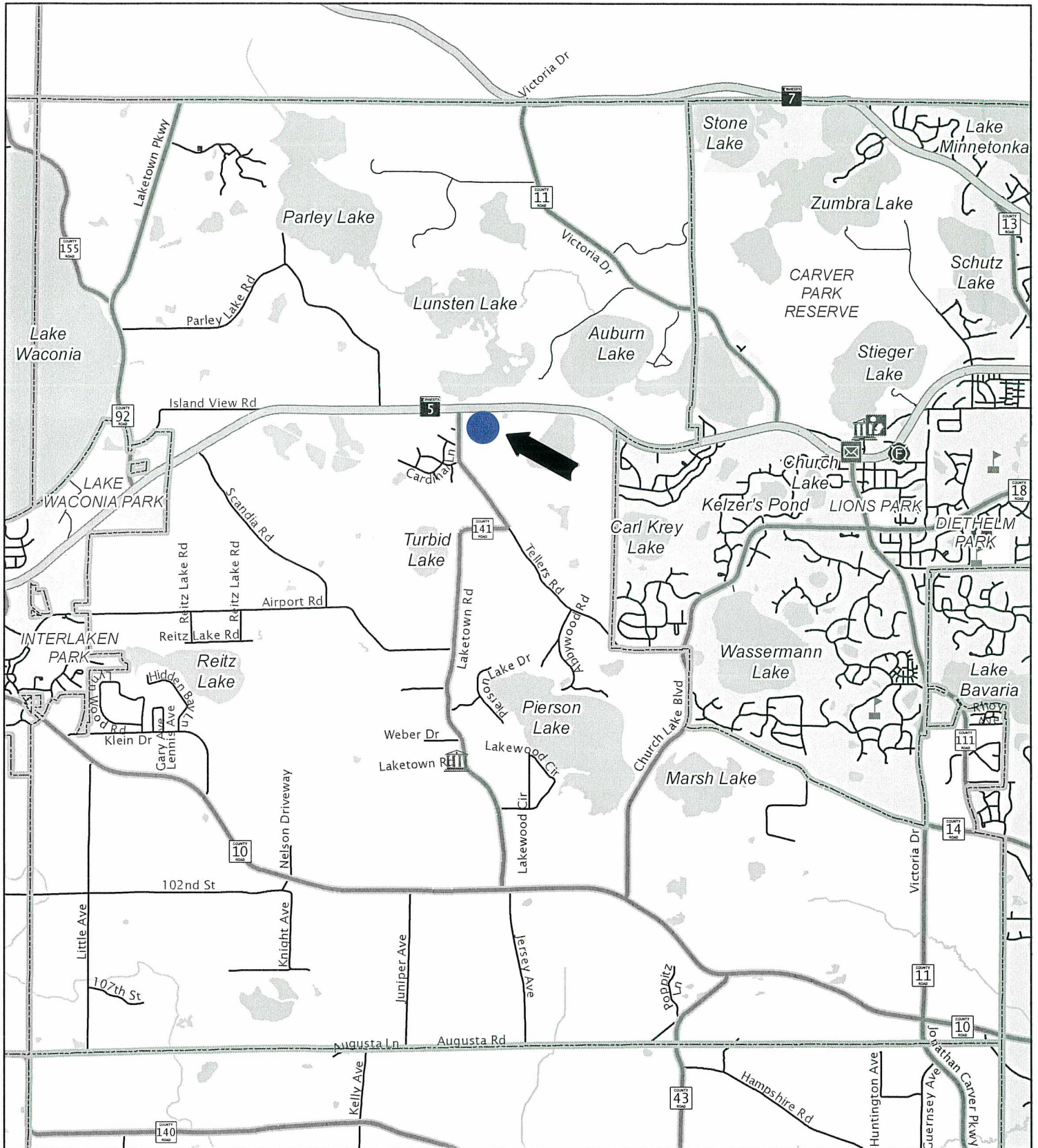
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

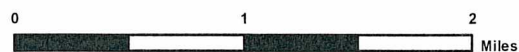
Attachments:

1. Laketown Township Location Map
2. CU-PZ20250005 - PLC Resolution-signed

LAKETOWN TOWNSHIP



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Map Created by Carver County GIS

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20250005

RESOLUTION #: 25-06

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

FILE #: PZ20250005

APPLICANT: Rufino Mendoza

OWNERS: Rufino Mendoza & Leticia Mendoza Gonzalez

SITE ADDRESS: 7485 State Hwy 5, Waconia, 55382

PERMIT TYPE: Home Extended Business Accessory Use.

PURSUANT TO: Carver County Code: Section 152.079 (C)(9)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 07-016-1001

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

WHEREAS, the Carver County Planning Commission finds as follows:

1. Rufino Mendoza & Leticia Mendoza Gonzalez own and homestead an approximate 3.02-acre parcel located in the Northwest Quarter (NW¼) of Northeast Quarter (NE¼) of Section 16, Laketown Township. The property is improved with a single-family residence and an approximate 1,400 square foot accessory structure. The parcel is located in the Agricultural Zoning District, Shoreland Overlay District (Lunsten Lake and a DNR Protected Watercourse), 2040 Growth Area (City of Victoria), and Minnehaha Creek Watershed District.
2. The general scale of Mr. Mendoza's business classifies it as a Home Extended Business Accessory Use (HEBAU). However, after purchasing the parcel and relocating his business, he learned the maximum number of work vehicles for a HEBAU on a parcel less than five acres in size is two vehicles. Additionally, only one vehicle with a capacity greater than one ton is allowed. To accommodate his business needs, Mr. Mendoza applied for and received a variance (V-PZ20250001) permitting a total of four work vehicles, including two trucks exceeding one-ton in capacity.
3. The applicant is requesting a Conditional Use Permit (CUP) for a HEBAU in order to operate his existing tree service and snow removal business (E & R Landscaping), pursuant to Section 152.079 (C)(9) of the Carver County Zoning Code.
4. In February 2025, the approval of variance V-PZ20250001, allowing a total of four work vehicles, including two dump trucks (each exceeding one ton in capacity), on a parcel smaller than five acres, enabled Mr. Mendoza to apply for a CUP to operate a Home Extended Business Accessory Use on the property.
5. The applicant has submitted a Business Operating Plan (dated March 3, 2025) outlining the details of business operations. The business specializes in landscaping installation and maintenance, including tree services. Operating hours are 7AM – 7PM, Monday through Friday in the summer and 8AM – 4PM, Monday through Friday in the winter. The applicant notes that some projects may require extended hours but states they would remain within reasonable limits. The business generates an average of 12 vehicle trips per day using a fleet of four work trucks, including two dump trucks. This total includes four daily trips for the two employees who do not reside on the property. The business appears to comply with Home Extended Business Accessory Use (HEBAU) zoning standards, including employee limits, operating hours, screening requirements, and the minimum 500-foot distance from adjacent residences. In total, the business has four employees, including the applicant (owner) and the applicant's son, who also lives on the property.

6. The applicant has submitted a site plan (dated March 3, 2025) outlining the property's current and proposed business operation areas. Mr. Mendoza plans to construct a 6,000-square-foot structure at the rear of the property, which would include both commercial and personal storage space. The proposed structure, designed to meet setback requirements and avoid encroachment on wetlands, would consist of 4,600 square feet of commercial storage and 1,400 square feet of personal storage. It would replace an existing 1,400-square-foot accessory structure on the property. The site plan also designates areas for work vehicle parking and temporary outdoor storage, all screened by existing and proposed trees. Additionally, pine trees would be planted along the western and northwestern property lines west of the driveway to enhance screening. Vehicle access would remain via the existing driveway on Highway 5.
7. The surrounding neighborhood includes a mix of agricultural and residential uses, along with several properties that have CUPs. The subject property is located within the City of Victoria's future growth area. According to Minnesota State Statute, public notice is required for land use applications within two miles of a municipality to allow for comments. No comments had been received from the City of Victoria.
8. Abigail Couture, Permitting Technician with the Minnehaha Creek Watershed District, reviewed the CUP request. In an email dated February 25, 2025, she referenced a previous email from January 22, 2025, stating:
"If the applicant proceeds with the proposed work—such as adding outbuildings or pavement for their landscaping business—they may need to obtain permits from MCWD to do this work."
A letter from Ms. Couture describing permitting thresholds is appended to this report.
9. Jacob McLain, Senior Environmentalist with Carver County Environmental Services, reviewed the applicant's septic compliance. In an email dated February 25, 2025, he referenced a previous email from January 14, 2025, stating:
"The system was installed in 2023 and is compliant. An alternative site has also been identified. The site plan shows the driveway and employee parking in a location that does not interfere with the existing mound system. The owner should be reminded of the potential negative impacts of driving on a septic system. Otherwise, it appears the proposed commercial structure is intended for storage. However, if the use changes and septic is required, a design must be completed."
10. Taylor Huinker, Area Hydrologist at Minnesota Department of Natural Resources (MNDNR) reviewed the request. In an email dated March 4, 2025, she stated that she had no concerns or comments regarding the Home Extended Business Accessory Use.
11. Since the parcel has direct access from MN State Highway 5, Minnesota Department of Transportation (MNDOT) serves as the acting road authority. Cameron Muhic, Transportation Planner with MNDOT, reviewed the CUP request and, in an email dated March 5, 2025, stated that he had no comments.
12. The Laketown Town Board reviewed the CUP application and recommended approval during their January 13, 2025, Town Board meeting.
13. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of the Conditional Use Permit application for a Home Extended Business Accessory Use 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 Permittee shall homestead and occupy the property. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early as possible in the process of the proposed change.

2. The operation shall be substantially in accordance with the submitted operational plan and site plan (dated March 3, 2025). These plans shall be attached to and become part of this permit. The operation hours shall generally follow 7AM – 7PM weekdays in summer and 8AM - 4PM weekdays in the winter. Temporary outdoor storage shall be screened and contained within the approved operational area.
3. In line with the approval conditions of V-PZ20250001, the operation shall not exceed four work vehicles, including two dump trucks (vehicles with more than one-ton capacity), and a maximum of four employees.
4. Any grading or filling activity on the property shall be conducted in accordance with the Minnehaha Creek Watershed District standards and the Wetland Conservation Act (WCA), if applicable. Stormwater Management review and approvals are required prior to the issuance of construction and/or building permits.
5. The Permittee shall obtain all required building permits for the proposed shed, and construction shall comply with the State Building Code.
6. The permittee shall comply with Minnesota Department of Transportation (MNDOT) access requirements.
7. All business-related trucks, equipment, and supplies shall be stored within the approved operational area. Any expansion of this area will be considered an expansion of the use and may require a review by the Land Management Department to determine if an amended Conditional Use Permit is needed.
8. Permittee shall maintain the Non-generator's Certificate or contact the Environmental Services Department to determine if a Hazardous Waste Generator License is required.
9. The Permittee shall comply with all applicable county regulations, including Chapter 152 – Zoning Code, Chapter 154 – Sign Regulations, Chapter 51 – Hazardous Waste Management, Chapter 52 - Subsurface Sewage Treatment System (SSTS) regulations, MN State Building Code requirements, and all other applicable local, state, and federal regulations. No signage shall be allowed within the public road right-of-way.
10. Permittee shall submit a Certificate of Workers' Compensation Insurance and/or proper affidavit (if no employees are involved) to the Land Management Department. The insurance or affidavit shall be maintained for the duration of the CUP.

ADOPTED by the Carver County Planning Commission this 18th day of March 2025.


Scott Hoese (Mar 19, 2025 19:12 CDT)

Scott Hoese, Chairman
Carver County Planning Commission



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: HHS and CAO: Out of State Travel for Rise 25 Conference in Florida May 28-31, 2025

RBA Number: 2025-432

Department: Health & Human Services - Court Services

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

Presenter:

Contract Name & Number:

Meeting Date: April 1, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The national drug treatment court conference (Rise 25) will take place May 28-31, 2025, in Kissimmee, Florida. The Carver County Drug Treatment Court (CCDTC) is funded by a federal grant from the Office of Justice Programs (OJP). Funds are available through this grant to send the following five (5) county employees to this national conference: Chezni Rang and Jamie Meyer (HHS- Behavioral Health), Kelly Small (County Attorney's Office), Mikaela Hunley and Jennie Pinnow (HHS-Court/Probation Services).

At this conference, attendees are trained in updated best practices in treatment court policies and procedures. Learnings from this conference are invaluable to our Drug Treatment Court team. Three other non-county employees from the team will also attend this conference. Registration, flights, lodging, and miscellaneous expenses will be covered for these attendees through the OJP federal grant. Any meals claimed while attending this conference will be covered by the employee's department.

Action Requested:

Motion to approve out-of-state travel for five (5) Carver County staff members to attend the Rise 25 Conference from May 28-31, 2025.

Fiscal Impact:

Funding:	Amount Budgeted:
Federal OJP Grant	\$17,800

Related Fiscal/FTE Comments:

As indicated above, meals for employees will be covered by county departments. All other expenses will be funded by the grant.

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Two (2) STOC positions for Health and Human Services
- Child Protection

RBA Number: 2025-614

Department: Health & Human Services - Child & Family

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

Presenter:

Contract Name & Number:

Meeting Date: April 1, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

Carver County Health and Human Services (CCHHS) requests approval to hire two (2) Seasonal, Temporary, On-Call (STOC) professional-level staff starting June 1, 2025, to cover Child and Family Supervisor and Child and Family Social Worker positions due to three upcoming, approved temporary leave of absences.

The Child and Family Department is a highly regulated department offering child protection and children's mental health services. The department works with families to prevent child maltreatment, works with the courts and law enforcement to ensure children's safety, and to promote family and community well-being. It is critical to hire a temporary supervisor and social worker to help balance workload volume. The work of this department has statutory caseload maximums, and temporary workers are needed to ensure the division stays within compliance and, most importantly, there is minimum capacity to do the work. The services provided by the Child and Family team are for a high-risk population and are mandated according to Minnesota statute 206E. The caseloads must be maintained at a level that is manageable by staff for the safety and well-being of children and families served in Carver County. The availability of a supervisor in the Intake and Assessment Unit is necessary to ensure that all the required compliance requirements are met. The majority of the Intake and Assessment

staff have less than 24 months of experience and require additional levels of support from a supervisor.

The cost for the professional-level (Supervisor) STOC position equals \$35,826 and the professional-level (Social Worker) STOC position equals \$21,796, with the total cost for both, working the maximum allowed 67 days, equaling \$57,622. The funding plan for the positions is the utilization of \$8,368, which is already in the approved 2025 CCHHS budget, and \$49,254 from the Employee Relations STOC budget.

Action Requested:

Motion to approve hiring two (2) STOC professional level staff to cover supervisory and social worker duties for the Carver County Health and Human Services Child and Family Department.

Fiscal Impact:

Funding:	Amount Budgeted:
Employee Relations STOC budgeted funds	\$49,254
HHS 2025 approved budget	\$8,368

Related Fiscal/FTE Comments:

The total cost for two (2) STOC professional level positions is \$57,622. \$8,368 is already in the approved HHS 2025 budget (11-423-701-0000-6119) and \$49,254 is in the Employee Relations STOC budget. Both positions are budgeted to work a maximum of 67 days.

There is no FTE impact since these are considered temporary, seasonal, on-call positions.

Attachments:

1. Child & Family STOC Request BA 4.1.25



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: 2024 County Feedlot Officer (CFO) Annual Report
RBA Number: 2025-611
Department: Public Services - Environmental Services
Contact: Brad Hanzel, Environmental Services Manager -
Government Center, 952-361-1805
Presenter:
Contract Name & Number:
Meeting Date: April 1, 2025
Item Type: Consent

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 work plan. Carver County delegated work in 2024 included:

- **Inspections:** 48 compliance inspections and 2 in-field land application inspections performed, 19 within the shoreland district.
- **Producer Education:** Hosted a producer workshop, participated in the Carver County Dairy Expo, and distributed the feedlot newsletter, reaching approximately 275 feedlot owners.
- **Feedlot Officer Training:** 30.5 hours of continuing education.
- **Enforcement:** 1 Notice of Violation and 2 Letters of Warning issued.
- **Performance Credits:** 151.50 credits achieved towards incentive grant funding, leading to increased funds distributed to Carver County in 2025.
- **Year-End Review Evaluation:** The MPCA commended the County for its work

in 2024 and for meeting all minimum program requirements.

Environmental Services staff members have completed the 2024 annual report, which has been reviewed and approved by the MPCA as part of Carver County's annual review process. According to MPCA policy, the annual report requires the signature of a County Board Commissioner.

Action Requested:

Motion to authorize the Board Chair to sign the 2024 County Feedlot Officer (CFO) Annual Report and approve its submission to the Minnesota Pollution Control Agency.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

1. 2024 CFO Annual Report

2024 County Feedlot Officer (CFO) Annual Report

(Data for the Period: January 1, 2024 - December 31, 2024)

Revised: 1/13/25

County: Carver

Contact Person: Matt Steele

Phone: (952) 361-1808

E-Mail Address: msteele@carvercountymn.gov

Signature: _____

(Signature of County Board Commissioner)

(Date)

All data must be entered in accordance with the Annual CFO Report Guidance Document.

Except where identified, this report only addresses **non-CAFO/NPDES/SDS sites** required by 7020 to be registered.

STAFFING LEVEL						
1	FTEs - (Full Time Equivalents) supplied by the CFO(s):	1				
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:	0				
3	FTEs supplied through contract with other local government units:	0				
4	Total Number of FTE positions that supported county program:	1				
REGISTRATION (Report your current numbers - base grant numbers are displayed for reference)		Base	Current			
5	Feedlots in shoreland with 10 - 49 AU:	28	24			
6	Feedlots with 50 - 299 AU:	131	122			
7	Non-CAFO/NPDES/SDS ≥ 300 AU:	14	11			
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")	0	0			
9	Feedlots with NPDES or SDS permits:	0	0			
10	Total - Feedlots required to be registered:	173	157			
11	Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)		174			
Feedlot Sites Inspected		Minimum number of FEEDLOT SITES required to register that must be inspected (7%):			12.5	
12	Number of FEEDLOT SITES that received a compliance, construction, desktop N&P, or in-field land app inspection (count in-field land app inspections as 1/2 of an inspection)				48	
INSPECTION REPORTING						
Types of Inspections (at sites required to be registered)		10 - 49 AU (in shoreland)	50 - 299 AU (except where noted)	300 or more AU (Non-CAFO/NPDES/SDS)		
Only count first instance of each type of inspection per feedlot						
13	Compliance inspections	10	34	4		
	13.1) How many included a 3 or 6-yr P records inspection (see guidance)			0		
14	Construction inspections	0	0	0		
	14.1) How many received a 2nd construction inspection	0	0	0		
15	Desktop N & 3 or 6-yr P records inspection (see guidance) (P review as part of a compliance inspection should be reported in 13.1)		0	100+ AU & in DWSMA	0	
16	In-field land application inspection	0	1	0		
17	Complaint initiated inspections (any non-CAFO/NPDES/SDS)	1	1	0		
18	Routine or follow-up stockpile only inspection	0	0	0		
Other Inspection Related Info						
19	CAFO/NPDES/SDS sites inspected at the MPCA's request				0	
20	Number of feedlots inspected within shoreland or a DWSMA				19	
21	Number of feedlots inspected within the County's priority areas as designated in the work plan				48	
22	Number of sites inspected found to be non-compliant with water quality discharge standards				2	
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements				15	
INSPECTION Performance Credits (Summarized from entries above)		Total	Not PC eligible	PC eligible	PC	PC Total
NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible						
24	Compliance inspections <i>min. # of compliance inspections: 7</i>	48	12.5	35.5	3	106.5
25	Construction inspections	0	0	0	2	0
26	Desktop N & 3 or 6-yr P records inspections (see guidance)	0	0	0	3	0
27	In-field land application inspections	1	0	1	1	1
28	Compliance inspections that include optional P review			0	1	0
29	Number of facilities that received 2 or more construction inspections			0	1	0
30	CAFO/NPDES/SDS sites inspected at the MPCA's request			0	1	0
31	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot)			2	1	2
32	Routine or follow-up stockpile only inspection. (only count 1 per feedlot)			0	0.5	0

Additional Performance Credit Calculations and Supplemental Information

Describe below the progress made in meeting your program year work plan inspection goals. You must provide quantitative results for each compliance inspection and land application goal listed in your work plan.

Inspection Strategy: High Risk/High Priority A. and D. Inspection Goal: 6

Carver County performed 48 compliance inspections at feedlots required to register with the MPCA in 2024. The County set a goal of conducting 6 inspections at high risk/high priority sites (A.&D.) for the year. A total of 33 inspections were performed at high risk/high priority sites identified in the County Delegation Agreement Work Plan. Staff inspected 19 sites in the shoreland district and 14 inspections were performed at sites that have not been maintaining adequate records.

Inspection Strategy: High Risk/High Priority G. Inspection Goal: 4

Carver County performed 1 in-field land application inspection in the Carver Creek Watershed and another inspection was conducted in response to a complaint.

Inspection Strategy: Low Risk/Low Priority A. Inspection Goal: 3

Carver County staff performed 6 inspections at feedlots with at least 300 animal units in 2024. Two of the sites were registered below the 300 AU threshold after the inspection.

Inspection Strategy: Low Risk/Low Priority G. Inspection Goal: 27

Carver County conducted the remaining inspections at sites that were due for an inspection/re-registration based on the 4-year rotation.

Supplemental Information:

The County responded to an additional 5 complaints where all livestock operations were under the threshold to register as a feedlot in Carver County. Four of the inspections were related to short-term stockpile violations where the responsible parties returned to compliance with Minn. R. 7020.2125, and the other complaint was determined to be unfounded.

PERMITTING		Number	PC	PC Total
33	30-day construction or expansion notifications received:	0	---	---
34	Interim Permits Issued or Modified:	0	6	0
35	Construction Short-Form Permits Issued or Modified at Sites $\geq$ 300 AU:	0	4	0
36	Public meetings held for construction or expansion to $\geq$ 500 AU:	0	---	---
ENVIRONMENTAL REVIEW (EAW)		Number	PC	PC Total
37	EAW petitions received:	0	---	---
38	EAWs prepared by county:	0	8	0
EMERGENCY RESPONSE		Number	PC	PC Total
39	Events where emergency response was conducted: (on-site visit)	1	4	4
ENFORCEMENT ACTIONS		Number	PC	PC Total
40	Letters of Warning (LOW) issued:	2	---	---
41	Notices of Violation (NOV) issued:	1	---	---
42	Court actions commenced:	0	---	---
FEEDLOT SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
43	Feedlots where a partial environmental upgrade was achieved:	0	---	---
44	Feedlots where a complete environmental upgrade was achieved:	0	12	0
LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
45	Land application <u>record keeping</u> returned to compliance at Feedlots 100 - 299 AU :	6	1	6
46	Land application <u>record keeping</u> returned to compliance at Feedlots 300+ AU (or 100+ DWSMA):	1	2	2
47	Nitrogen application <u>rate</u> returned to compliance (any size facility):	0	1	0
LMSA CLOSURE (Achieved in current reporting year)		Number	PC	PC Total
48	Sites where a LMSA was closed (verified by field inspection or producer notification):	1	6	6

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
49	Sites visited to provide assistance	25	---	---
50	Workshops/trainings hosted/sponsored by the CFO:	1	6	6
	50.1) Total number of feedlot owners attending these events	17	---	---
51	CFO presentations at informational or producer group events: (per event)	0	3	0
52	Number of mailings to feedlot owners:	3	---	---
53	Feedlot articles placed in newspapers and/or social media:	0	---	---
Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.				
Date	Description			
2/19/2024	Carver County Dairy and Beef Expo			
2/27/2024	Carver County Feedlot Producer Workshop			
4/1-5/31/2024	Spring agricultural plastic recycling collection and education			
7/3/2024	Distributed the summer edition of "The Barnyard Buzz" (Carver County feedlot newsletter) to feedlot owners			
9/2-10/31/24	Fall agricultural plastic recycling collection and education			
CFO TRAINING AND MENTORING		Number	PC	PC Total
54	CFO - training CEUs: (Enter total training hours earned & list events below - see guidance for more than 18 hr)	30.5	0.5	6
55	Hours mentoring New CFOs in another county (describe on a separate sheet):	0	0.5	0
List the training events attended.				
Date	Description	Hours		
1/17/2024	Webex - Engineer assistance and data practices	1.5		
2/21/2024	Webex - Continuous improvement project update and new permit discussion	1.5		
3/26-28/2024	MACFO Conference - Mystic Lake Center, Prior Lake	13.5		
4/17/2024	Webex - 2025 funding QA, inspection prep, data entry, and land application review	1.5		
5/15/2024	Webex - Construction stormwater presentation	1		
7/17/2024	Webex - MDA biosecurity and H5N1, update DAWP, and feedlot registration numbers	1.5		
8/21/2024	Webex - When are EAW's required	1.5		
9/18/2024	Webex - Nitrogen presentation, manure N in the field, and 2025 county tempo WAL changes	1.5		
10/23/2024	Webex - County feedlot program enforcement process	1.5		
11/12/2024	Fall CFO regional meeting - Owatonna	4		
12/18/2024	Webex - CFO annual reporting process	1.5		
OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
56	Feedlots where a MinnFARM was conducted (list sites below):	0	2	0
57	Notifications received claiming air quality exemptions:	2	---	---
58	Meetings with other local government and producer groups:	2	---	---
59	Feedlot ordinance revisions likely, in progress, or completed? ☐ Yes ☒ No	If Yes describe below		
MinnFARM completed by CFO		Describe other county program activities not identified elsewhere.		
registration no.	Site Name	Carver County Environmental Services prepared a staff report for a variance request that was granted by the County Board of Adjustment (BOA) for the expansion of an existing feedlot to 30 animal units or more within 1,000 feet of an existing residence.		
TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned	
60	Reviewed registration files have ALL documentation uploaded to TEMPO (if applicable)	2	2	
61	All four inspection files have ALL documentation uploaded to TEMPO	2	2	
62	Both permit files have ALL documentation uploaded to TEMPO	4	0	
63	90% of inspection data entered within 60 days of inspection	4	4	
64	All applicable inspection files for sites >100 AU contain land application records	4	4	
TOTAL PERFORMANCE CREDITS				151.50



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Mandated POST training for licensed personnel
RBA Number: 2025-613
Department: County Sheriff - Patrol Services
Contact:
Presenter:
Contract Name & Number:
Meeting Date: April 1, 2025
Item Type: Regular Session

Strategic Initiative:

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

Background/Justification:

Request funding for essential Emergency Vehicle Operations/Pursuit Intervention Technique course (EVOC/PIT) training at Dakota County Technical College (DCTC) for our licensed personnel. This training is critical to ensuring our staff operate emergency vehicles safely and effectively, reducing risks to both deputies and the public. In May of this year, we will send 24 personnel through their initial PIT training at a total cost of \$16,800. Per the Carver County Sheriff's Office pursuit policy, PIT shall only be used to apprehend fleeing offender(s) that have recently committed, or recently attempted to commit, serious crimes against a person(s), are wanted for committing serious crimes against a person(s), or the deputy has a reasonable basis to believe that the driver of the fleeing vehicle is impaired and will pose a substantial risk to public safety if not apprehended. As it relates to serious person crimes, these are generally crimes that involve force, coercion, weapons, or injuries to or death of the victim(s). In July, all licensed personnel will complete the required EVOC training, including PIT refresher training for those who need it. We anticipate training 70 individuals, factoring in current staffing levels, cadets, and potential new hires. The estimated cost for this session is \$49,000, depending on final hiring numbers. Individual recertification is \$700.00 per person. There is no additional cost for PIT recertification if completed at the same time as the EVOC recertification. This training is mandated by the Minnesota Peace Officer Standards and Training (POST) Board but is an unfunded mandate by

the State of Minnesota. As such, we must secure local funding to meet these requirements and maintain compliance. Recertification is required every five years.

Action Requested:

Approve the use of public safety funds in the amount of \$65,800 to cover necessary training expenses.

We appreciate your continued support and consideration of this request.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

\$65,800 in Public Safety Aid requires a Budget Amendment Form

Attachments:

1. BudgetAmendmentForm- Public Safety Aid- Mandated POST training



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Waconia American Legion Donation to the Carver County Sheriffs Office Dive Team

RBA Number: 2025-284

Department: County Sheriff

Contact: Ben Beyer, Assistant Jail Administrator, 952-361-1233

Presenter:

Contract Name & Number:

Meeting Date: April 1, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The Waconia American Legion donated \$1,000.00 to the Carver County Sheriff's Office Dive Team to support training and equipment costs.

Action Requested:

Accept the donation from the Waconia American Legion.

Fiscal Impact:

Funding:	Amount Budgeted:
02-206-000-0000-5756	\$1,000.00

Related Fiscal/FTE Comments:

Budget amendment included to account for accepting this donation. Account #02-206-000-0000-5756

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: STOC Professional Level staff for Sheriff's Office Jail Division

RBA Number: 2025-617

Department: County Sheriff - Jail Services

Contact:

Presenter:

Contract Name & Number:

Meeting Date: April 1, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The Carver County Sheriff's Office Jail Division requests approval to hire a Seasonal, Temporary, On-Call (STOC) professional-level staff member to provide technical assistance and logistical support for implementing inmate commissary machines and software that interfaces with the current inmate account management software and the current inmate telephone system. The Sheriff's Office is requesting to use vacancy savings to fund this project. The requested STOC is anticipated to work 160 hours or less.

The STOC position will facilitate the installation, integration, and staff adaptation to the new commissary vending and fund management software and processes. The position will assist with the following processes: installation of vending equipment, cash counters, and information management terminals; ensure proper interfacing with CIS for inmate demographic uploads; coordinate with NCIC (phone vendor) to integrate the new ordering platform; oversee integration of the new inmate account management software, equipment, and processes; provide daily updates to detention staff and administration on implementation progress; work collaboratively with Carver County IT and Finance to ensure smooth installation and system functionality; help avoid potential

technical and procedural issues; ensure a seamless transition to the new processes, preventing operational delays; provide real-time assistance, reducing the learning curve for detention staff.

Action Requested:

Motion to approve hiring an STOC professional-level staff member to provide technical assistance and logistical support for implementing inmate commissary machines and software that interfaces with the current inmate account management software and the current inmate telephone system.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Fiscal Impact: STOC-professional -level range - 160 hours - \$48.20/hour - \$7,712.00.

Budget Amendment provides funding from the Employee Relations STOC Budget which was established to monitor and budget for this type of activity in one place.

FTE Impact: None, this is a temporary position

Attachments:

1. BudgetAmendmentForm- Jail STOC



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Amendment to Settlement Agreement for Right of Way Acquisitions for the Highway 11 Project - Carver Park Reserve

RBA Number: 2025-610

Department: Public Works - Program Delivery

Contact:

Presenter:

Contract Name & Number:

Meeting Date: April 1, 2025

Item Type: Consent

Strategic Initiative:

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

Background/Justification:

The 2025 construction season includes the Highway 11 Project - Carver Park Reserve. This project involves shoulder widening, grading, and resurfacing of Highway 11 from 0.27 miles north of Highway 5 to 0.1 miles south of Highway 7. To complete the project, additional land acquisition and rights-of-way are required. Appraisals have been conducted and reviewed by certified appraisers to determine the fair market value for the necessary rights-of-way. On October 1, 2024, the County Board authorized Public Works staff to make offers for the direct purchase of the affected properties.

On January 14, 2025, the County Board authorized the settlement amounts for the properties located at PID#'s: 65.0110210, 65.0110300. And on January 21, 2025, the Stipulation of Settlement Agreement was fully executed by all parties.

Public Works Staff and the Landowner recognized an error in the settlement amount, it did not include reimbursing them for their appraisal which they purchased. And due to the language in the settlement agreement, any modification from the original settlement agreement must have Board of Commissioners approval.

Staff are recommending an amendment to the original Stipulation of Settlement to include the appraisal reimbursement cost for the property owners located at PID#'s: 65.0110210, 65.0110300.

Action Requested:

Motion to adopt a resolution to approve a right of way acquisition amendment to settlement for the Highway 11 Project - Carver Park Reserve for the properties located at PID #'s: 65.0110210, 65.0110300.

Fiscal Impact:

Funding:	Amount Budgeted:
County State Aid Regular	\$5,000

Related Fiscal/FTE Comments:

Included in current budget

Attachments:

1. 218931 Hwy 11-Carver Park_Resolution Authorizing Amendment to Settlement 4-1-25

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: April 1, 2025

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Amendment to Settlement Agreement for Payment of Actual Cost of Independent Appraisal for Highway 11 Project – Carver Park Reserve

WHEREAS, the Carver County Board of Commissioners (“Board”) is authorized by Minnesota Statutes § 163.02, subd. 2, § 373.01, Subd. 1(2), and § 117.042, to acquire real property interests in Carver County, Minnesota 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, Minnesota for shoulder widening and pavement improvements as part of the Highway 11 Project – Carver Park Reserve (“Project”); and

WHEREAS, on January 14, 2025, the Board authorized the County by Resolution Number 4-25 to enter into a settlement agreement with the fee owner, Moravian Church of Lake Auburn, a Minnesota religious nonprofit corporation, “Owner,” of real property identified by Tax Property Identification Numbers 65.0110210 and 65.0110300, and located as vacant land in Victoria, Carver County, Minnesota, for the acquisition of certain real property interests the County needed from the Owner for the Project, “Settlement Agreement;” and

WHEREAS, on January 21, 2025, the County and the Owner executed the Settlement Agreement; and

WHEREAS, the County paid the total amount,” Settlement Amount,” which the County was required to pay to the Owner under said Settlement Agreement for said acquisitions, to the Owner; and

WHEREAS, the Settlement Agreement provides that Settlement Amount satisfied the Owner’s actual costs for the Owner’s independent appraisal of the County’s acquisitions from the Owner; and

WHEREAS, the Parties intended that the County would reimburse the Owner for the actual cost of the Owner’s independent appraisal, subject to the limitations in Minnesota Statute, § 117.036; and

WHEREAS, Settlement Agreement provides that no modification or amendment to the Settlement Agreement shall be valid or binding unless contained in a written document approved by the County Board of Commissioners, and signed by the Parties thereto; and

WHEREAS, the Settlement Agreement must be amended to allow and require the County to pay the Owner for the Owner’s cost of obtaining an independent appraisal of the County’s acquisitions from the Owner, which equals Five Thousand Dollars and No Cents, (\$5,000.00), “Appraisal Cost;” and

NOW, THEREFORE, BE IT RESOLVED, the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into the Amendment Agreement to the Settlement Agreement with the Owner, which therein allows and requires the County to reimburse the Owner for the Owner’s actual cost of obtaining an independent appraisal of those real property interests specified in the Settlement Agreement, which equals Five Thousand Dollars and No Cents, (\$5,000.00).

	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 April 1, 2025, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 1st day of April 2025

_____ Dave Hemze	_____ County Administrator
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Exhibit A
to
Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property
Interests

Highway 11 Project – Carver Park Reserve

Carver County Public Works No. 218931

Property Tax Identification No. 65.0110210, 65.0110300

Parcel Number: 8, 9

Fee Owner(s): Moravian Church of Lake Auburn, a Minnesota nonprofit corporation

Property Address: Vacant Land, Victoria, MN 55386, 7440 Victoria Drive, Victoria, MN 55386

Appraisal Fee.

\$5,000.00

Amended Settlement Amount: **\$5,000.00**



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Appointment to Mental Health Advisory Committee
RBA Number: 2025-632
Department: County Administration
Contact:
Presenter:
Contract Name & Number:
Meeting Date: April 1, 2025
Item Type: Consent

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

Background/Justification:
There are currently 3 openings on the Mental Health Advisory Committee. 1 of these openings is at-large and 2 are mandated openings.

Action Requested:
Motion to appoint Susan Howe as a mandated Mental Health Advisory Committee Member.

Fiscal Impact:	
Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

None



Carver County Board of Commissioners
Request for Board Action

Agenda Item Name: Sheriff's Office Recognition Proclamations
RBA Number: 2025-491
Department: County Sheriff - Administration
Contact: Kate Miner, Administrative Services Manager, 952-361-1065
Presenter: Jason Kamerud, Sheriff
Contract Name & Number:
Meeting Date: April 1, 2025
Item Type: Regular Session

Strategic Initiative:

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

Background/Justification:

April 13-19, 2025, is National Public Safety Telecommunicators Week. This week is designated to recognize men and women who provide the vital link between those in need of help and Police-Fire-EMS responders.

April 23, 2025, is National Administration Professionals Day. This day is designated to recognize individuals responsible for performing the tasks and coordination of information to ensure smooth operations of the office and related environments.

May 6, 2025, is National Nurses Day. This day is designated to recognize the important role nurses play in our everyday lives and in our most vulnerable moments in medical care.

The first full week of May (4-10, 2025) is National Correctional Officers' Week. This week is designated to recognize and honor the men and women who perform the difficult task of supervising the County's inmate population and are professionals in the effective administration of justice.

May 15-21, 2025, is designated as National Police Week by the Congress of the United States. May 15th is designated as Peace Officer Memorial Day. This is a time to honor our law enforcement officers, the guardians of life and property and their dedication to the preservation of life, liberty and the pursuit of happiness.

Action Requested:

Motion to approve and authorize proclamations.

Fiscal Impact:

Funding:	Amount Budgeted:

Related Fiscal/FTE Comments:

Attachments:

1. 2025 Proclamation Days & Weeks

**PROCLAMATION
NATIONAL PUBLIC SAFETY
TELECOMMUNICATORS WEEK 2025**

WHEREAS, Carver County's dedicated Public Safety Telecommunicators serve the citizens of the Carver County area 24 hours a day, 7 days a week, by answering calls for police, fire and emergency medical services, by coordinating and dispatching the appropriate public safety assistance as quickly as possible; and

WHEREAS, professional Public Safety Telecommunicators work to improve the emergency response capability of these communications systems through their dedication, leadership, training and participation in related public safety activities that enhance 9-1-1 services; and

WHEREAS, the services and functions performed by Public Safety Telecommunicators are a vital link between our citizens and our emergency services providers; and

WHEREAS, each Public Safety Telecommunicator has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

WHEREAS, the week of April 13-19, 2025, has been set aside nationwide to recognize 9-1-1 telecommunicators, call takers and dispatchers for the crucial role they play in the protection of life and property for all citizens.

NOW, THEREFORE, BE IT RESOLVED that we, the Carver County Board of Commissioners, in honor and recognition of the valuable contributions made by our Public Safety Telecommunicators to the safety and wellbeing of our citizens do hereby acknowledge the week of April 13-19, 2025, as:

**NATIONAL PUBLIC SAFETY
TELECOMMUNICATORS WEEK**

Tom Workman, Chair
Carver County Board of Commissioners
April 1, 2025

PROCLAMATION NATIONAL ADMINISTRATIVE PROFESSIONALS' DAY 2025

WHEREAS, Carver County's dedicated administrative professionals perform the tasks and coordination of information to ensure smooth operation of the office and related environments; and

WHEREAS, the skills, loyalty, and attributes almost every office depends on; and

WHEREAS, to show appreciation of the work carried out by administrative professionals and to highlight their importance to the organization and enhance their work-related skills; and

WHEREAS, the day of April 23, 2025, has been set aside nationwide to recognize administrative professionals for positive office contributions and dedication of their work.

NOW, THEREFORE, BE IT RESOLVED that we, the Carver County Board of Commissioners, in honor and recognition of the valuable contributions made by Administrative Professionals for the support and needs of our citizens do hereby acknowledge the day of April 23, 2025, as:

NATIONAL ADMINISTRATIVE PROFESSIONALS' DAY 2025

Tom Workman, Chair
Carver County Board of Commissioners
April 1, 2025

PROCLAMATION

NATIONAL CORRECTIONAL OFFICERS' WEEK 2025

WHEREAS, in 1984 President Reagan signed Proclamation 5187, creating "National Correctional Officers' Week; and

WHEREAS, the first full week in May is recognized as National Correctional Officers and Employees Week, commemorating the contributions of correctional officers and personnel who work in jails, prisons, and community corrections across the county; and

WHEREAS, the Carver County Sheriff's Office supports the proposition that men and women who perform the difficult task of supervising the County's inmates deserve this recognition; and

WHEREAS, the Carver County Sheriff's Office recognizes our detention staff are professionals equal in status and importance to other professionals in the effective administration of justice; and

WHEREAS, the week of May 4-10, 2025, has been set aside nationwide to recognize correctional officers for their civility and practices to ensure a secure facility.

NOW, THEREFORE, BE IT RESOLVED that we, the Carver County Board of Commissioners, in honor and recognition of the valuable contributions made by Correctional Officers for the security and safety of our citizens do hereby acknowledge the week of May 4-10, 2025, as:

NATIONAL CORRECTION OFFICERS' WEEK 2025

Tom Workman, Chair
Carver County Board of Commissioners
April 1, 2025

PROCLAMATION

NATIONAL NURSES' DAY 2025

WHEREAS, Carver County's dedicated nurses promote and protect the health of the Carver County population; and

WHEREAS, focusing on health and wellness; preventing disease, disability, and premature death; improving neighborhood quality of life; and achieving health equity; and

WHEREAS, to show appreciation of the work carried out by nurses and to highlight their importance to the organization and enhance their high-quality care; and

WHEREAS, the day of May 6th, 2025, has been set aside nationwide to recognize nurses for the important role they play in our everyday lives and in our most vulnerable moments in medical care.

NOW, THEREFORE, BE IT RESOLVED that we, the Carver County Board of Commissioners, in honor and recognition of the valuable contributions made by Nurses for the health and assessment of our citizens do hereby acknowledge the day of May 6, 2025, as:

NATIONAL NURSES' DAY 2025

Tom Workman, Chair
Carver County Board of Commissioners
April 1, 2025

PROCLAMATION

NATIONAL POLICE WEEK 2025 AND NATIONAL PEACE OFFICERS' MEMORIAL DAY

WHEREAS, Congress and the President of the United States have designated May 15th, as Peace Officers' Memorial Day, and the week in which May 15th falls as National Police week; and

WHEREAS, members of the Carver County Sheriff's Office play an essential role in safeguarding the rights and freedoms of Carver County; and

WHEREAS, it is important all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement officers, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception, and the weak against oppression; and

WHEREAS, the men and women of the Carver County Sheriff's Office unceasingly provide a vital public service.

NOW, THEREFORE, BE IT RESOLVED, all people may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and in so doing have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens. We, the Carver County Board of Commissioners, call upon all citizens of Carver County to observe the week of May 15-21, 2025, as:

NATIONAL POLICE WEEK 2025

NOW, THEREFORE, BE IT RESOLVED that we, call upon all citizens of Carver County to honor those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes and hereby acknowledge the day of May 15, 2025, as:

NATIONAL PEACE OFFICERS' MEMORIAL DAY

Tom Workman, Chair
Carver County Board of Commissioners
April 1, 2025