

**Carver County Board of Commissioners
October 18, 2022
Board Meeting/Work Session**

Agenda Amendment

Agenda Amendment:

Delete Work Session:

- 11:45 a.m. A. Customer Service: Continue the County's delivery of high value, timely service and support
1. License Center Update



**CARVER
COUNTY**

minnesota

**Carver County Board of Commissioners
October 18, 2022
Board Meeting/Work Session**

The County Board Room is open to the public.

Individuals who are not able to attend in person and wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at

<https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the Regular Session videoconference please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a WebEx invitation.

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

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

- 9:00 a.m. 1. a) **CONVENE**
 b) **Pledge of allegiance**
 c) **Public comments**
2. Agenda review and adoption
3. Approve minutes of October 4, 2022, Regular Session 1-3
4. Community Announcements
- 9:20 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy, and livable communities*
- 5.1 Traffic Control Signal Maintenance Agmt 1051295 with the State of MN
 for the Highway 41/61 Intersection – Resolution 4-5
- 5.2 Chanhassen Cardboard Hauling Contract 6

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

5.9	Planning and Water Management Department Reorganization	14-15
5.10	Memorandum of Agreement (MOA) with AFSCME Assistant County Attorney Bargaining Unit.....	16-18
5.11	2023 Non-Bargaining Employee Insurance Contributions.....	19-20
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5.13	Memorandum of Agreement (MOA) with Supervisors and Managers Association of Carver County Bargaining Unit	22-23

Customer service: Continue the County's delivery of high value, timely service and support 24-25

5.14	Request to Increase License Staffing	24-25
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Growth: Manage the challenges and opportunities resulting from growth and development

5.15	Approval of Charles J. Dahlke Grant Proposals	26
5.16	Final Acceptance and Payment To Eureka Construction, Inc. for the Highway 41/18 Project – resolution.....	27-28
5.17	Professional Service Agreement with YMCA for HHS Leadership Learning Session.....	29
5.18	Stanley Security Systems Jail Upgrade	30

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

5.19	Organization monetary donation (\$2000) to Sheriff's Office	31-32
5.20	Review Health & Human Services and Commissioner Warrants.....	NO ATT

9:20 a.m. **RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY DITCH AUTHORITY**

9:20 a.m. **6. COMMUNITIES: Create and maintain safe, healthy, and livable communities**
6.1 Carver County Ditch 2-3, 5, 6, 7, 9, 10 Assignment of Alternate Viewers..... 33-51

9:25 a.m. **ADJOURN AS CARVER COUNTY DITCH AUTHORITY AND RECONVENE AS CARVER COUNTY BOARD**

9:25 a.m. **7. County Administrator Report**

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on October 4, 2022. Chair Gayle Degler convened the session at 9:02 a.m.

Members present: Gayle Degler, Chair, John P. Fahey, Vice Chair, Tim Lynch, Matt Udermann and Tom Workman.

Members absent: None.

Under public comments, Martha, representing His House, invited Board members to their Sleep Out for Homeless event to be held on November 5th. She stated they are one of the crisis responders and explained their role in the community.

Lynch moved, Workman seconded, to approve the agenda. Motion carried unanimously.

Udermann moved, Fahey seconded, to approve the minutes of the September 27, 2022, Special Session. Motion carried unanimously.

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

Professional service agreement with the Carver County Community Development Agency for administration of the Housing Assistance program with a not to exceed amount of \$300,000 for the period October 1, 2022 through December 31, 2023.

Authorized Chair to sign agreement acquiring hazardous materials management services from Clean Harbors through the State of Minnesota CPV Program.

Resolution #75-22, Authorizing Execution of TZD Toward Zero Deaths Grant 2022.

Contract with Independent Emergency Services, LLC, pending finalization of the contract review process.

Professional services agreement with WSB & Associates for \$117,042 for acquisition and relocation services for the Highway 212 Project-Benton Township, pending finalization of the contract review process.

Renewed the Norwood ARMER Tower site land lease with MN Department of Transportation.

Approved elimination of 1.0 Licensed Deputy FTE and create 1.0 Licensed Sergeant FTE to fulfill duties and responsibilities of SWMDTF Commander and related Sheriff's budget amendment.

Issued a charitable gambling license for Marsh Lake Ducks Unlimited for a raffle to be held on October 5, 2022.

Approved contracting with Tyler Technologies through MnCCC, subject to Risk/Attorney review and approval, for a property tax software conversion before the Aumentum property tax software contract ends in December 2024.

Approved automatic renewals for library material effective January of 2023 and related Library budget amendment.

Authorized Chair to sign contract with North Pines Aggregates pending finalization of the contract review process.

Contract with Minnesota Native Landscaping pending finalization of the contract review process.

Adopted Findings of Fact and issue Order PZ20220038 for the issuance of Conditional Use Permit, Suz Stiyrer Pinnerud and Daniel Pinnerud, Benton Township.

Reviewed October 4, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$286,901.76.

Motion carried unanimously.

Dave Frischmon, Property and Finance, requested the Board appoint Ryan Johnson as the County Assessor. He noted the previous Assessor left in August and Statutes requires the Board to appoint to fill the four-year term.

Workman moved, Lynch seconded, to appoint Ryan Johnson as County Assessor to fill the remainder of the four term through December 31, 2024. Motion carried unanimously.

Dave Hemze, County Administrator, acknowledged the Board's request to reconsider the reallocation of BSA funds. He noted the Board had previously approved setting aside funds for contingencies and the Finance Director would be reviewing the history of the federal funds.

Dave Frischmon, Finance, highlighted the \$33.4 million in ARP and CARES funds received over the last two years. He noted the speed to get these allocated, the timing requirements they were under and the uncertainty of the federal rules. He pointed out the funds directed toward health care staff, Public Works, Sheriff Deputies and other services that were in need. Frischmon explained the 14.6 million payroll costs that were covered by CRF/ARP funds. He reviewed the strategy to create the BSA fund account noting these were County tax levy dollars. Frischmon pointed out 80% of the 33.4 million was considered to be spent on external needs.

He clarified the 4.6 million remaining balance was no longer considered federal dollars and considered County levy. He pointed out the need to follow State Statutes on spending these dollars.

Hemze noted the uncertainty of the pandemic, the reduction of the year end savings account and uncertain economic times. He pointed out the need for increased services when the economy goes down. He stated these were all key considerations for the 2023 budget and part of the recommendation was to set aside 4.6 million given these uncertainties. He outlined internal and external requests for BSA funds. Hemze recommended that contracts be developed to meet the County's audit and fiscal requirements if funding was approved.

The Board acknowledged the concerns previously brought forth and recognized it was also prudent to consider future challenges the County would be facing. The Board discussed the allowable uses for the BSA funds and staff recommendations. Hemze noted his recommendation to hold 4.6 million for future considerations.

The Board discussed the allocations requested, the amounts they could support and funds to be reserved for future contingencies.

Degler moved, Fahey seconded, to approve allocation of \$50,000 to Launch Ministry and to direct staff to develop a contract following Attachment E-2 funding allocation recommendations for future County Board approval. Degler, Fahey, Udermann, Workman voted aye. Lynch voted nay. Motion carried.

Degler moved, Fahey seconded, to approve allocation of \$300,000 to Love, Inc., and to direct staff to develop a contract following Attachment E-2 funding allocation recommendations for future Board approval. Degler, Fahey, Lynch, Udermann voted aye. Workman voted nay. Motion carried.

Degler moved, Udermann seconded, to approve allocation of \$125,000 to A Better Society and to direct staff to develop a contract following Attachment E-2 funding allocation recommendations for future County Board approval. Motion carried unanimously.

The Board concurred the City of Chaska grocery store land trust request was still work in progress and premature at this time.

Hemze clarified the endowment fund request was not an allowable use of BSA funds.

The Board considered the Outpost funding request for a trades program and acknowledged the need. Mark Metz, County Attorney, stated his office reviewed this matter and stated there was a conflict of interest for the Board to provide funds to the Outpost because of the CUP and approval process. He stated the County could continue to work with the organization and deal with the issues. He added this was not the venue to come up with a resolution on the CUP.

Udermann moved, Workman seconded, to adjourn the Regular Session at 10:40 a.m. Motion carried unanimously.

David Hemze
County Administrator

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

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Traffic Control Signal Maintenance Agmt 1051295 with the State of MN for the Highway 41/61 Intersection - Resolution

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 10/18/2022

Contact: Darin Mielke Title: Assistant Public Works Director

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The City of Chaska is the lead agency for the Highway 41 Project - Downtown Chaska, which is within the City of Chaska. The project scope includes modifications to the traffic signal at the Highway 212/61 ramp intersection. An existing signal maintenance agreement for this intersection needs to be modified between the City of Chaska, MnDOT and Carver County due to the Highway 41 Project. This traffic signal maintenance agreement includes the roles and responsibilities and cost responsibilities for all of the agencies. Carver County will need to provide maintenance of the traffic signal indicator lights if they fail or at the end of their service life. MnDOT will continue to own and manage the operations of the traffic signal system. The City of Chaska is responsible for providing electrical power, maintaining the luminaire light fixtures and painting of the entire system. This agreement is consistent with other similar intersections and MnDOT policy, and Public Works staff is recommending approval.

ACTION REQUESTED:

Motion to approve a resolution for an agreement with the State of MN for Traffic Signal Maintenance at the State Highway 41 and County Highway 61 intersection, pending finalization of the contract review process.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8642

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

Date: October 18, 2022

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**TRAFFIC CONTROL SIGNAL MAINTENANCE AGMT 1051295
(TH 41 and CSAH 61)
WITH THE STATE OF MINNESOTA**

IT IS RESOLVED that Carver County enter into MnDOT Agreement No. 1051295 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance by the County of the Traffic Control Signal construction on Trunk Highway No. 41 at CSAH 61 within the corporate limits of the City of Chaska under State Project No. 1008-87 (TH 41=260).

IT IS FURTHER RESOLVED that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 18th day of October, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 18th day of October, 2022.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Chanhasen Cardboard Hauling Contract

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

Meeting Date: 10/18/2022

Contact: Bill Fouks Title: Environmental Center Supervisor

Item Type:

Consent ▼

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Environmental Services is partnering with the City of Chanhasen to provide a convenient site for residents to drop off cardboard for recycling, which is also expected to reduce participant traffic at the Carver County Environmental Center. This partnership was first approved by the Board with RBA 8428 on May 24, 2022.

The cost of this agreement shall not exceed \$30,000, an expense that will be partially offset by recycling credit revenue received from DemCon. Revenue is based upon market rates, which can fluctuate drastically, but have been stable and strong for 2022 and appear to be holding. We anticipate that recycling credit revenues will cover between 25-50% of the cost associated with this contract.

Three bids were received for this service. The bid from DemCon was determined to be the most competitive.

ACTION REQUESTED:

Motion to approve contract with DemCon for hauling and recycling of cardboard from the Chanhasen satellite collection site.

FISCAL IMPACT: Included in current budget ▼

If "Other", specify:

FTE IMPACT: None ▼

FUNDING

County Dollars =

\$0.00

solid waste service fee dc

\$30,000.00

Total

\$30,000.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Solid Waste Fees, and recycling credit revenues from DemCon, will cover the costs of this satellite cardboard collection effort.

Office use only:

RBA 2022 - 8648

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Professional Services Agreement with LANDWEHR CONSTRUCTION, INC. for Highway 32 Culvert Replacement

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 10/18/2022

Contact: Luke Schwarz Title: Civil Engineer

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The replacement of Bridge 10514 on Highway 32 over the South Fork Crow River in Camden Township is currently ongoing with Redstone Construction, LLC and scheduled to be complete in early November 2022. In addition to bridge improvements, this contract includes additional work for pavement patching along Highway 32, near the bridge project.

The pavement patching area was being coordinated with a scheduled culvert replacement located 850 feet south of bridge 10514, that was initially planned to be reconstructed by Public Works Operations staff. Due to staffing shortages, Public Works Operations staff were unable to complete the culvert replacement this season. However, for convenience of the traveling public, and for efficiency purposes, Public Works staff requested quotes from several contractors for culvert replacement.

Landwehr Construction, Inc. furnished a price of \$122,016.60 to replace the culvert and widen the roadway embankment in the vicinity of the culvert to improve safety and prevent erosion.

Bid Results from other parties are as follows:

Bidder Name	Total Amount
Engineer's Estimate	\$ 113,140.00
Landwehr Construction, Inc.	\$ 122,016.60
Minger Construction Co., Inc.	\$ 132,891.10
The Mathiowetz Construction Company	\$ 141,125.68
Schneider Excavating & Grading, Inc.	\$ 147,486.00
Valley Paving, Inc.	\$ 161,043.00
Kusske Construction Company LLC	\$ 173,380.00

Public Works staff reviewed the bids, and recommends entering into Contract 22-422 with LANDWEHR CONSTRUCTION, INC. to perform the culvert replacement work on Highway 32.

ACTION REQUESTED:

Motion to approve a Professional Services Agreement with LANDWEHR CONSTRUCTION, INC. pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars = \$122,016.60

FTE IMPACT: None

Total \$122,016.60

☒ Insert additional funding source

Related Financial/FTE Comments:

This project, CP 228950, is included in the current overlay/maintenance budget.

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Professional Services Agreement with Mathiowetz Construction Company for Highway 53 Culvert and Highway 50 Slope Repair

Primary Originating Division/Dept: Public Works - Program Delivery	Meeting Date: 10/18/2022
Contact: Neil Heinonen Title: Engineering Manager	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	
Strategic Initiative: Communities: Create and maintain safe, healthy, and livable communities	

BACKGROUND/JUSTIFICATION:

Operations staff discovered a failing culvert on Highway 53 approximately 1800' south of 150th Street. The culvert is in extremely poor condition and requires immediate replacement. Public Works staff obtained bids from Mathiowetz Construction Company, and several other bidders for replacement of this culvert south of Cologne.

The following bids were obtained for the Highway 53 culvert replacement:

Bidder Name	Total Amount
Engineer's Estimate	\$68,788.32
Mathiowetz Construction Company	\$72,269.81
Schneider Excavating & Grading, Inc.	\$73,392.50
Minger Construction Companies, Inc.	\$77,969.50
Landwehr Construction, Inc.	\$80,246.85
Valley Paving, Inc.	\$85,400.40
Kusske Construction Company, LLC	\$93,380.00

Additionally, Operations staff discovered a 700 foot long slope failure along the north side Highway 50 just east of the intersection with Hayes Avenue. Public Works staff approached Mathiowetz Construction Company about the emergency repair of the slope failure. Due to the close proximity of the nearly finished Highway 212 Project, Mathiowetz is able to efficiently provide excess soil from the Highway 212 project. The cost for the Highway 50 emergency slope repair is estimated not to exceed \$50,000.00 and will be paid for by tracking actual costs incurred as directed by county staff.

Public Work staff have reviewed the bids, and recommend entering into Contract 22-423 with Mathiowetz Construction Co. to perform the Highway 53 culvert replacement and Highway 50 slope repair.

ACTION REQUESTED:

Motion to approve a Professional Services Agreement with Mathiowetz Construction Co. pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget	FUNDING
If "Other", specify:	County Dollars = \$122,269.81
FTE IMPACT: None	
	Total \$122,269.81
	☒ Insert additional funding source

Related Financial/FTE Comments:

This project, CP 228953, is included in the current overlay and safety set-aside budget.

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Adopt a Resolution to approve Federal Aid Funding Agreement for Preliminary Engineering for Highway 5 Project

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 10/18/2022

Contact: Darin Mielke Title: Assistant Public Works Director

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County is the lead agency for the Highway 5 Project which includes safety improvements and the expansion of Highway 5 to 4-lanes from Victoria to Chanhassen, Highway 13 (Rolling Acres Rd), and 82nd St. W (Future Highway 18), similar to the project area from the Arboretum Area Transportation Plan (Plan). The Plan identified \$200 million in transportation investment over the next 20 years. In the next 5 to 10 years total project costs may likely exceed \$100 million, with construction in the area potentially taking place over a 10 plus year period. Carver County was successful in obtaining \$10 million in Regional Solicitation federal funds for the portion of Highway 5 from approximately 0.25 mile west of Highway 13 to 0.25 mile east of Minnewashta Parkway. In addition, Carver County was the recipient of \$2 million in Federal Community Member Directed funding to further the project development and land acquisition for the entire Highway 5 Project area. This project is eligible for the expenditure of said federal aid funds and is programmed in the federally approved State Transportation Improvement Plan (STIP) for the state fiscal years 2023 and is identified in MnDOT records as State Project 010-596-015, and in Federal Highway Administration ("FHWA") records as Minnesota Project STBG 8822(245).

As the lead agency, Carver County is planning to proceed with the preliminary design of Highway 5 from approximately 800 feet west of Stieger Lake Lane in Victoria to Century Boulevard in Chanhassen, and Highway 13 (Rolling Acres Road/Bavaria Road) from approximately 78th Street to Fribourg Court in Victoria. This federal aid agreement includes \$2 million of federal funding which requires a 20% state/local match of \$500,000. The agreement also includes the roles and responsibilities of each agency and allows MnDOT to act as the agency of the County in order to receive the federal funding. Preliminary engineering work is anticipated to begin in November 2022 and be substantially complete by December of 2023. A separate agreement with MnDOT for cost sharing of the state/local match will be done, which is included as a separate board action item. It is anticipated that MnDOT will split the local cost share match with Carver County based on discussions with MnDOT staff.

ACTION REQUESTED:

Motion to approve an resolution for State of Minnesota Agreement No 1050793 for the Highway 5 Project, subject to review by the County Attorney and Risk Management.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

Federal Funding	\$2,000,000.00
Sales Tax Funding	\$250,000.00
MnDOT SRC Funding	\$250,000.00
Total	\$2,500,000.00

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: October 18, 2022

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

State of MN Agreement 1050793 – Federal Participation in Preliminary Engineering

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Carver County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED the County Board Chair and the County Administrator are hereby authorized and directed for and on behalf of Carver County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement 1050793 for Federal Participation in Preliminary Engineering," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 18th day of October, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 18th day of October, 2022.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Application for 2022-2023 renewal of Liquor License

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:**BACKGROUND/JUSTIFICATION:**

WJVA Inc. dba Timber Creek Golf Course in Watertown Township, has applied for renewal of their liquor license. Their license is for On Sale and Sunday. There are no delinquent taxes, and all paperwork has been filed properly.

ACTION REQUESTED:

Motion to approve the liquor license renewal application for WJVA Inc. dba Timber Creek Golf Course.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

\$0.00

☐ Insert additional funding source

Related Financial/FTE Comments:

License Fee: On-Sale Liquor License-\$2,000.00; Sunday On-Sale-\$200.00.

Office use only:

RBA 2022 - 8655

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Encore donation received

Primary Originating Division/Dept: Health & Human Services

Meeting Date: 10/18/2022

Contact: Jill Willems

Title: HHS Supervisor

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Encore Adult Day Services received one monetary donation during the third quarter, 2022, in the amount of \$30.00. Encore would like to accept these funds and use them for participant enrichment.

ACTION REQUESTED:

Motion to approve receipt of the donation for the Encore program.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☐ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8657

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agmt. with SRF Consulting Group for Final Design for Hwy 212 Project - Benton Township

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 10/18/2022

Contact: Darin Mielke Title: Assistant Public Works Director

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County, MnDOT and the Southwest Corridor Transportation Coalition have been working together to improve US 212 between the Cities of Chaska and Carver to the City of Norwood Young America for many years. Preliminary design work is nearly complete on the Benton Township Phase from the City of Norwood Young America to the City of Cologne, which includes a 4-lane expansion and safety improvements as necessary along the corridor, which will complete the vision for the corridor.

SRF Consulting Group has completed the preliminary engineering design and detailed layouts, NEPA environmental documentation, and determined construction and land acquisition impacts to continue to move this phase of the project forward. SRF Consulting Group has submitted a work plan to prepare final design construction plans, cost estimate and detailed specifications to prepare the project for bidding in early 2024. The work plan has been reviewed by MnDOT and county Public Works staff and is considered acceptable. MnDOT has allocated state trunk highway bond funds that will pay for this professional design work. A separate board action will be prepared to approve this cost sharing arrangement with a joint powers agreement between MnDOT and Carver County.

ACTION REQUESTED:

Motion to approve a professional services agreement with SRF CONSULTING GROUP for final design work for Hwy 212 Project - Benton Township in the amount of \$1,572,210.07, pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

MnDOT Bond Funding \$1,572,210.07

Total \$1,572,210.07

☒ Insert additional funding source

FTE IMPACT: None

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8662

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Planning and Water Management Department Reorganization

Primary Originating Division/Dept: Public Services - Planning & Water Mgmt	Meeting Date: 10/18/2022
Contact: Paul Moline Title: Public Services Deputy Director	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☒ Yes ☐ No
Presenter: Title:	
Strategic Initiative:	
Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government	

BACKGROUND/JUSTIFICATION:

Due to the vacancy of the Planning & Water Management Department (PWM) Manager position in 2022, there is an opportunity and need for organizational change in the department. The Public Services (PS) Division Director with assistance from Employee Relations has drafted a proposal for County Board consideration. The proposed reorganization will not require additional county levy funding. The following organizational changes are recommended to enhance the program delivery in the PWM Dept. and in the Land, Water and Environment areas of the PS Division (a reorganization chart is also attached).

1. Eliminate 1.0 FTE Water Resources Specialist - This position is currently vacant. Duties will be managed by the existing Water Resources Program Analysts positions. This will allow for a higher qualified staff to handle the increased volume and complexity of permit applications.
2. Create 1.0 FTE Water Resources Program Supervisor - The creation of this position would assume direct supervisory duties for the Monitoring, Permitting and Project program areas and would report to the PS Deputy Director. The following positions (4) would report to this new position and no longer to the PS Deputy Director: Two Water Resources Program Analysts, the Lead Water Resources Technician, and the Water Resources Technician. A proposed Water Resource Specialist would also report to this position if approved in the future (potential 2024).
3. Eliminate 1.0 Water Resources Education Coordinator and Create 1.0 FTE Land, Water, Environment (LWE) Education Coordinator - The creation of an LWE coordinator would broaden the existing responsibilities of the Water Education Coordinator from the Carver County Water Management Organization (CCWMO)/Aquatic Invasive Species (AIS) areas to include needs within the Land Mgmt. and Environmental Services dept's. These needs include stronger coordination between WMO and ES water related areas, coordination with messaging consistency in communications and outreach across dept's, land use education needs (landowners), dept strategic planning efforts and other outreach. This position would report to the PS Deputy Director.
4. Eliminate the PWM Manager position. This position is currently vacant. Duties have been and will continue to be assumed by the Public Services Deputy Director.
5. Create an additional 0.20 FTE for Planning & Water Management Intern. This will add capacity to the Education and Outreach program area as the duties of the new Land, Water, Environment (LWE) Education Coordinator shift to coordinate with other departments.

The next steps in the reorganization include completing job descriptions for the Land, Water, Environment Education Coordinator & Water Resources Program Supervisor, determining DBM grades and filling positions.

ACTION REQUESTED:

Motion to approve the reorganization of the Planning and Water Management Department.

FISCAL IMPACT: Budget amendment request form	FUNDING
If "Other", specify:	County Dollars =
FTE IMPACT: Other staffing change (grade, classification, hours, etc.)	Total \$0.00
	☒ Insert additional funding source

Related Financial/FTE Comments:

The Public Services 2022 Budget included \$100,000 in restructure savings by changing the reporting structure under the Deputy Director. In total, the proposed restructure saves \$109,846 and has a net impact of one fewer FTE.

The remaining \$9,846 of general levy budget for the PWM dept. will be allocated to additional STOC's. An additional \$700 will need to be reallocated to salaries within the CCWMO portion of the PWM budget.

Summary of Permanent FTEs (does not include Temporary/STOC positions):

2022 Budget Board approved FTEs - 1/1/22:	744.40
Non-levy funded Board Approved net FTE changes so far in 2022:	3.20
October 18th RBAs (FTE reduction included in 2022 Adopted Budget: _____)	-
2022 Total FTE - 9/20/22	747.60

Office use only:

RBA 2022 - 8659

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Planning and Water Management Department Reorganization

Department:

Meeting Date: 10/18/2022

Fund:

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

Requested By: Paul Moline

DEBIT		
Description of Accounts	Acct #	Amount
Sal & Ben	01.048.61xx	\$53,356.00
STOC	01-1230-120.6199	\$9,846.00
Sal & Ben- WMO	16-000-150.6111	\$700.00
TOTAL		\$63,902.00

CREDIT		
Description of Accounts	Acct #	Amount
Sal & Ben	01-123-120.61xx	\$63,202.00
Prof and Tech Fees	16-000-150.6260	\$700.00
TOTAL		\$63,902.00

Reason for Request:

Adjust budget for reorganization- align savings/costs within department areas.

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Memorandum of Agreement (MOA) with AFSCME Assistant County Attorney Bargaining Unit

Primary Originating Division/Dept: Employee Relations

Meeting Date: 10/18/2022

Contact: Kerie Anderka

Title: Employee Relations Director

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The County and the AFSCME Assistant County Attorney Bargaining Unit are parties to a collective bargaining agreement in effect from January 1, 2021 through December 31, 2022 covering employees in the classifications of Assistant County Attorney and Senior Assistant County Attorney. In 2022, the County partnered with its classification and compensation consultant to conduct a formal review of the compensation structure and relevant market data. This recalibration study referenced the same market comparison group defined and adopted by the Board in 2016, which includes the 7 metro and suburban counties, as well as cities with a population of 25,000+. The recalibration study reviewed *salary structure including pay ranges*, as well as *actual pay* of employees using 73 benchmark positions, reflecting positions across all levels and County service areas.

The recalibration study results were recently provided to the County and show that the County's *salary range structure* and *actual compensation* are highly competitive compared to the 7-county/25k cities market comparison group with the exception of the Assistant County Attorney and Senior Assistant County Attorney classifications. Responsive to the results reflecting misalignment of Assistant County Attorney and Senior Assistant County Attorney compensation, the parties have recently concluded negotiations for an MOA to address the unique market concerns relating to the classifications of Assistant County Attorney and Senior Assistant County Attorney, and the MOA has been ratified by the Union.

Following is a summary of the Memorandum of Agreement with the AFSCME Assistant County Attorneys Bargaining Unit:

- Employees hired as of September 27, 2022 who are employed in the classification of Senior Assistant County Attorney as of the date of ratification of the Memorandum by both parties shall have their rate of pay increased as follows:
 - Employees whose hourly rate as of September 27, 2022 is between \$57.00 and \$62.31 per hour shall be increased to \$62.58 per hour.
 - Employees whose hourly rate as of September 27, 2022 is between \$44.50 and \$53.00 per hour shall be increased to \$60.00 per hour.
- Employees hired as of September 27, 2022 who are employed in the classification of Assistant County Attorney as of the date of ratification of the Memorandum by both parties shall have their rate of pay increased to \$46.00 per hour.

ACTION REQUESTED:

Motion to approve the Memorandum of Agreement (MOA) with AFSCME Assistant County Attorneys Bargaining Unit.

FISCAL IMPACT: Commissioner contingency form

FUNDING

If "Other", specify:

County Dollars =

2022- Commissioner Con

\$33,575.00

FTE IMPACT: None



Total

\$33,575.00

Insert additional funding source

Related Financial/FTE Comments:

Finance recommends Commissioner contingency be used to cover the 2022 costs of \$33,575 from this MOA, as this incremental cost was not included in the 2022 Budget. The ongoing incremental costs associated with this MOA of \$174,590 are included in the County Administrator's Recommended 2023 Budget.

Office use only:

RBA 2022 - 8667

Commissioner Contingency Request Form



Submit AFTER RBA submittal

Agenda Item: Memorandum of Agreement (MOA) with AFSCME Assistant County Attorney Bargaining Unit

Department:

Meeting Date: 10/18/2022

Requested By: Kerie Anderka

Fund: 01 - General

Description of Revenue Accounts	Acct #	Increase/ (Decrease) Amount	Description of Expenditure Accounts	Acct #	Increase/ (Decrease) Amount
			2022 Sal and Ben Costs	01-090.61xx	\$33,575.00
TOTAL		\$0.00	TOTAL		\$33,575.00

Reason for Request:

To cover unbudgeted costs associated with the 2022 MOA for AFSCME ACA. Ongoing costs are included in the 2023 Recommended Budget.

Financial Impact *(to be filled out by Finance Director)*

Commissioner Contingency Beginning of the Year Balance	\$100,000.00
Commissioner Contingency Current Adjustment	(\$33,575.00)
Commissioner Contingency Previous Adjustment	
Remaining Balance After Adjustment	\$66,425.00

County Board Decision:

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

2023 Non-Bargaining Employee Insurance Contributions

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The County Board of Commissioners has the authority to establish and revise benefits for non-bargaining employees.

Core benefits for full-time benefit eligible non-bargaining employees currently include life insurance, long-term and short-term disability insurance, and dental insurance. A monthly cafeteria contribution is provided based on the employee's election of health insurance. In addition, County contribution amounts to the Health Reimbursement Arrangement (HRA)/VEBA Trust or for employees electing the Health Savings Account (HSA) Health Plan option are provided when applicable based on health plan election. Elective benefits include additional short-term disability coverage, supplemental life insurance, medical and dependent care flexible spending accounts, and vision insurance.

It is recommended that the monthly cafeteria contribution be provided to full-time benefit eligible non-bargaining employees based on the employee's election of health insurance, with 2023 monthly County contribution for single at \$855.48; employee + spouse at \$1,393.20; employee + child(ren) at \$1,048.70; family at \$1,772.79, and \$150.00 for waiver. This is no change at this time from the 2022 cafeteria contributions. For non-bargaining employees budgeted at least half-time, but less than 0.8 FTE, provide \$250.00 per month toward the cost of single health insurance.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with an HRA, in 2023 it is recommended that the County provide a quarterly contribution to the Health Reimbursement Arrangement through a VEBA trust. For eligible employees participating in the plan over the course of the year, it is recommended that an amount of \$750.00 be provided for those with single insurance, and for those with family insurance it is recommended that a contribution of \$1,500.00 be provided. This is no change from the 2022 HRA arrangement.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with Health Savings Account Health Plan option, in 2023 it is recommended that for eligible employees participating in the plan over the course of a year, the County provide a contribution of \$1,100.00 for those with single insurance, and \$2,000.00 for those with family insurance. This is no change from the 2022 HSA arrangement.

The motion requested is to approve the 2023 benefits for non-bargaining employees to participate in the benefits package with County contributions as outlined above effective January 1, 2023. These contributions currently reflect continuation with no change from the 2022 County contributions provided for non-bargaining employee benefits. The County reserves the right to make additional adjustments to compensation and benefits by amendment to Carver County Personnel Policies and/or future Board Actions.

ACTION REQUESTED:

Motion to approve the 2023 benefits for non-bargaining employees as outlined above including 2023 monthly cafeteria contribution amounts for full-time benefit eligible non-bargaining employees based on the employee's election of health insurance with \$855.48 for single, \$1,393.20 for employee + spouse, \$1,048.70 for employee + child(ren), \$1,772.79 for family, and \$150.00 for waiver; maintaining the \$250.00 per month toward the cost of single health insurance for employees budgeted at least half-time but less than 0.8 FTE; and providing HRA/VEBA contributions in the amounts of \$750/\$1,500 and contributions for those electing the HSA High Deductible Health Plan option in the amounts of \$1,100/\$2,000 as described above.

FISCAL IMPACT: Other *If "Other", specify:* See comment below**FTE IMPACT:** None **FUNDING****County Dollars =** **\$45,672.00****Total** **\$45,672.00**☒ Insert additional funding source**Related Financial/FTE Comments:**

The incremental cost for the 2023 non-bargaining employee health insurance contribution is \$45,672. The health insurance 2023 Budget for non-bargaining employee health insurance contribution is \$491,832 which is included in the Administrator's Recommended Preliminary 2023 Budget.

Office use only:

RBA 2022 - 8669

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

2023 Retiree Health Insurance Contributions

Primary Originating Division/Dept: Employee Relations	Meeting Date: 10/18/2022
Contact: Kerie Anderka Title: Employee Relations Director	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	
Strategic Initiative: Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government	

BACKGROUND/JUSTIFICATION:

Carver County Personnel Policy and certain collective bargaining agreements provide for the County to contribute to County-sponsored health insurance for certain retirees. Personnel Policy indicates the Board will set the amount the County will contribute to each retiree's insurance for the coming year. In order to qualify for this benefit, retirees must meet the following criteria:

- Must have been hired as a regular employee prior to June 1, 2010,
- Must be retiring from a non-bargaining role covered by the policy or from a position covered by a collective bargaining agreement referring to this policy,
- Must have been employed by Carver County with uninterrupted full time service of twenty (20) years or more,
- Must have attained age 60, but not yet be Medicare-eligible,
- Must have maintained County-sponsored insurance since retirement,
- Must accept coverage offered by the provider of health insurance coverage to Carver County non-bargaining employees, and the terms of covered being offered to non-bargaining employees,
- And must maintain health coverage through the County.

In past years, the County Board has set the contribution for eligible retirees at an amount consistent with the cafeteria contributions for active employees. At this time, Employee Relations is recommending the monthly contribution for eligible retirees effective January 1, 2023 continue to be \$1,772.79 for family coverage, \$1,393.20 for employee + spouse, \$1,048.70 for employee + children, and the lesser of the single premium amount or \$855.48 per month for single coverage. This is no change from 2022 contributions.

The motion requested is to approve the 2023 contribution for eligible retirees participating in the retiree health insurance, with County contributions as outlined above, until such time that the County Board makes additional adjustments by future board actions in 2023 if applicable.

ACTION REQUESTED:

Maintain health insurance contributions for eligible retirees for 2023. Retiree contributions would continue to be as follows, not to exceed the coverage tier level provided at the time of separation: Retirees selecting family coverage would receive \$1,772.79 per month toward their insurance, employee + spouse would receive \$1,393.20, employee + children would receive \$1,048.70, and those electing single coverage would receive the lesser of the single premium amount or \$855.48 per month.

FISCAL IMPACT: Other	FUNDING
If "Other", specify: see comment below	County Dollars =
FTE IMPACT: None	OPEB Trust \$220,145.00
	Total \$220,145.00
	☒ Insert additional funding source

Related Financial/FTE Comments:

The Administrator's Recommended Preliminary 2023 Budget includes \$220,145 for retiree health insurance contribution covered by County's Irrevocable OPEB Trust.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Memorandum of Agreement (MOA) with Supervisors and Managers Association of Carver County Bargaining Unit

Primary Originating Division/Dept: Attorney	Meeting Date: 10/18/2022
Contact: Kerie Anderka Title: ER Director	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	
Strategic Initiative: Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government	

BACKGROUND/JUSTIFICATION:

The County and the Supervisors and Managers Association of Carver County Bargaining Unit are parties to a collective bargaining agreement in effect from January 1, 2021 through December 31, 2022 which represents employees employed in the classification of Assistant County Attorney - Division Manager. In 2022, the County partnered with its classification and compensation consultant to conduct a formal review of the compensation structure and relevant market data. This recalibration study referenced the same market comparison group defined and adopted by the Board in 2016, which includes the 7 metro and suburban counties, as well as cities with a population of 25,000+. The recalibration study reviewed *salary structure including pay ranges*, as well as *actual pay* of employees using 73 benchmark positions, reflecting positions across all levels and County service areas.

The recalibration study results were recently provided to the County and show that the County's *salary range structure and actual compensation* are highly competitive compared to the 7-county/25k cities market comparison group with the exception of the Assistant County Attorney and Senior Assistant County Attorney classifications. Responsive to the results reflecting misalignment of Assistant County Attorney and Senior Assistant County Attorney compensation, the parties have recently concluded negotiations for an MOA to address the unique market concerns relating to the classifications of Assistant County Attorney and Senior Assistant County Attorney, positions that are supervised by the Assistant County Attorney – Division Managers.

The Office of County Attorney includes the classification of Assistant County Attorney - Division Manager represented by the Association as well as the subordinate classifications of Senior Assistant County Attorney and Assistant County Attorney, and a pay relationship has historically existed between the classifications of Assistant County Attorney - Division Manager, Senior Assistant County Attorney and Assistant County Attorney; and the parties have recently concluded negotiations for an MOA to address the unique internal equity and labor market data related to the Assistant County Attorney – Division Manager.

Following is a summary of the Memorandum of Agreement with the Supervisors and Managers of Carver County Bargaining Unit:

- Employees hired as of September 29, 2022 who are employed in the classification of Assistant County Attorney – Division Manager shall have their rate of pay increased as follows:
 - Employees whose hourly rate as of September 29, 2022 is \$66.62 per hour shall be increased to \$69.04 per hour.
 - Employees whose hourly rate as of September 29, 2022 is between \$59.50 and \$61.50 per hour shall be increased to \$67.00 per hour.

ACTION REQUESTED:

Motion to approve the Memorandum of Agreement (MOA) with the Supervisors and Managers Association of Carver County Bargaining Unit.

FISCAL IMPACT: Commissioner contingency form	FUNDING
If "Other", specify:	County Dollars =
	2022- Commissioner Con \$6,941.00
FTE IMPACT: None	Total \$6,941.00
	☒ Insert additional funding source

Related Financial/FTE Comments:

Finance recommends Commissioner contingency be used to cover the 2022 costs of \$6,941 from this MOA, as this incremental cost was not included in the 2022 Budget. The ongoing incremental costs associated with this MOA of \$36,094 are included in the County Administrator's Recommended 2023 Budget.

Office use only:

RBA 2022 - 8680

Commissioner Contingency Request Form



Submit AFTER RBA submittal

Memorandum of Agreement (MOA) with Supervisors and Managers Association of Carver County Bargaining

Agenda Item: Unit

Department:

Meeting Date: 10/18/2022

Requested By: Kerie Anderka

Fund: 01 - General

Description of Revenue Accounts	Acct #	Increase/ (Decrease) Amount	Description of Expenditure Accounts	Acct #	Increase/ (Decrease) Amount
			2022 Sal and Ben Costs	01-090.61xx	\$6,941.00
TOTAL		\$0.00	TOTAL		\$6,941.00

Reason for Request:

To cover unbudgeted costs associated with the 2022 MOA for SMACC. Ongoing costs are included in the 2023 Recommended Budget.

Financial Impact (to be filled out by Finance Director)

Commissioner Contingency Beginning of the Year Balance	\$100,000.00
Commissioner Contingency Current Adjustment	(\$6,941.00)
Commissioner Contingency Previous Adjustment	-33,575.00
Remaining Balance After Adjustment	\$59,484.00

County Board Decision:

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Request to Increase License Staffing

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

To increase the number of License Center customers that can be served and simultaneously reduce customer wait times, License Center management is requesting to increase staffing for the Chanhassen License Center by:

1. Eliminating a 0.50 FTE Licensing Specialist (Passport) position and creating a 0.80 FTE Licensing Specialist (Passports) position at an approximate net incremental cost of \$40,087.

The increased salary and benefit costs of \$40,087 will be offset by additional passport revenue at the Chanhassen Service Center.

ACTION REQUESTED:

Motion to eliminate a 0.50 FTE Licensing Specialist position and create a 0.80 FTE Licensing Specialist position at the Chanhassen License Center.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	
Part Time Wages	\$40,087.00
Passport Revenue	(\$40,087.00)
Total	\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Passport applications are the most profitable transaction conducted at the License Centers so the additional 8 hours in wages will be easily covered by additional passport revenue.

2022 Budget Board approved FTEs - 1/1/22: 744.40

Non-levy funded Board Approved net FTE changes so far in 2022: 3.20

October 18th RBA non-levy funded net FTE change: 0.30

2022 Total FTE - 10/18/22 747.90

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request to Increase License Staffing

Department: Property & Financial Services

Meeting Date: 10/18/2022

Fund:

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

Requested By: Brandon Zabel

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Wages Part Time	01-040-055-1108-6112	\$40,087.00	Passport Revenue	01-040-055-1108-...	\$40,087.00
TOTAL		\$40,087.00	TOTAL		\$40,087.00

Reason for Request:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Charles J. Dahlke Grant Proposals

Primary Originating Division/Dept: Public Services - Library	Meeting Date: 10/18/2022
Contact: Heidi Hoks Title: Library Director	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development	

BACKGROUND/JUSTIFICATION:

Carver County resident Charles Dahlke donated half of his estate at his death to the Carver County Library to fund creative library enhancement projects. On March 16, 2021, the County Board approved the parameters of the granting process and the grant form.

Per the approved grant parameters, grant applications were written by staff throughout the system. Staff consulted with their branch manager and library director. To ensure public input on projects, branch managers met with their Friends' groups to solicit input on the potential projects. Grant proposals were brought forward to the grant board which includes the library director, a branch manager, library board member, friends of the library representative and assistant county administrator. The grant board recommended that eight of the nine projects be brought forward to the library advisory board.

The project not recommended by the grant board was the Library Catalog Stations replacement for \$16,161.75. The grant board determined that this project didn't meet the criteria of the grant as it was replacing equipment that should be budgeted in the library's operating budget. Library leadership has since identified funding options to replace the stations without using grant funds.

The library board reviewed and recommended that the County Board approve the grant proposals:

- Adult Language Learning: \$ 7,300 in funds to create a framework of learning for non-English speakers (with a Spanish speaking audience as the pilot population) through collection, outreach materials development as well as outreach.
- Games and Gathering: \$ 3,300 in funds to purchase a collection of non-digital games to be used to develop programming that creates community, inclusion and literacy opportunities.
- Get Charged Up at Your Library: \$ 3,845.94 to purchase and install charging stations at the public libraries in Chanhassen, Chaska and Victoria.
- Health Literacy at Carver County Library: \$ 19,220 to fund collection, outreach materials development, outreach and in-house programming on health topics.
- Mobile HotSpots: \$21,812.40 in funds to support 43 existing mobile hotspots and up to 15 replacement units that can be checked out at the library.
- Seed Library: \$ 3,500 in funds to start an heirloom seed library at the Chanhassen, Norwood Young America, Victoria, Waconia and Watertown branch libraries similar to the pilot project held in Chaska in 2022.
- Training and Resources for Diverse Storytimes: \$ 9,900 in funds for collection and training on conducting programming to engage diverse populations.
- Youth STEM Collection and Programming: \$ 22,560 in funds for collection and programming that provides real world learning.

Several of the projects include funds to increase the library's Seasonal, Temporary, On-Call (STOC) budget for 2023. No additional STOC staff will be needed. However, with additional funds in the budget, we will be able to utilize the STOC employees for more hours.

ACTION REQUESTED:

Motion to approve the following Charles Dahlke grant proposals: Mobile HotSpots, Adult Language Learning, Games and Gathering, Health Literacy at Carver County Library, Seed Libraries, Training and Resources for Diverse Storytimes, and Youth STEM Collection and Programming,

FISCAL IMPACT: Other	FUNDING
proceeds from the estate of Charles J Dahlke	County Dollars = \$0.00
If "Other", specify: Dahlke	Charles J. Dahlke estate \$91,438.34
FTE IMPACT: None	Total \$91,438.34
	☒ Insert additional funding source

Related Financial/FTE Comments:

Per the grant guidelines, up to \$100,000 per year can be allocated. The total requests are for \$ 91,438.34.

Carver County Library received \$1,014,420.61 from the estate of Charles Dahlke. This is the second year of grants. The first year grants totaled \$38,360.75.

Office use only:

RBA 2022 - 8601

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Final Acceptance and Payment To Eureka Construction, Inc. for the Highway 41/18 Project - resolution

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 10/18/2022

Contact: Shelby Sovell

Title: Construction Supervisor

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Highway 41/18 Project included the reconstruction of highway 18 (Lyman Boulevard) from approximately 1/4 mile west of State Highway 41 to just west of Highway 15 (Galpin Boulevard). The project was located in the Cities of Chaska and Chanhassen.

All work was completed in the 2020 construction season and maintenance items were completed in the 2022 construction season. Eureka Construcion, Inc. is requesting to finalize the Contract with Carver County and release all retainage. County staff agree and recommend that the contract be finalized and that the outstanding work items and retainage be paid in the amount of \$24,911.42.

The original Contract amount was \$7,752,902.35 and the final Contract amount is \$7,844,928.80.

ACTION REQUESTED:

Motion to adopt a resolution accepting all work as complete and authorizing final payment in the amount of \$24,911.42 to Eureka Construction, Inc. for the Highway 41/18 Project.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

MnDOT COOP	\$1,775.01
MnDOT TED	\$5,081.49
County Sales Tax	\$43.84
CSAH Regular	\$10,256.18
City of Chaska	\$2,883.57
City of Chanhassen	\$4,871.33
Total	\$24,911.42

☒ Insert additional funding source

Related Financial/FTE Comments:

The funding breakdown is based on completed agreements with MnDOT and the Cities of Chaska and Chanhassen.

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

Date: October 18, 2022

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**COUNTY BOARD ACKNOWLEDGMENT
Highway 41/18 Project
FINAL PAYMENT**

WHEREAS, the construction of the Highway 41/18 Project has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and on behalf of the Carver County Public Works Division.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 18th day of October, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 18th day of October, 2022.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Service Agreement with YMCA for HHS Leadership Learning Session

Primary Originating Division/Dept: Health & Human Services	Meeting Date: 10/18/2022
Contact: Heather Goodwin Title: Health and Human Services Dir	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development	

BACKGROUND/JUSTIFICATION:

To adapt and address the changing demographics in our county and demands of our local economic landscape, the Health and Human Services (HHS) Division continues to invest in the development of its formal leaders. Through a partnership with YMCA of the North, UnitedHealth Group Equity and Innovation Center of Excellence, the HHS leadership team will attend a 4-hour learning session to focus on forming an organizational culture that is inclusive for all and building an effective service delivery system that is culturally agile and able to meet demands of residents, employers, and our communities. Utilizing a hands-on learning concept, developed in partnership between YMCA of the North and Science Museum of Minnesota, the session will be held in November 2022 and is the next step in the learning series that builds on the "Equity Leadership Institute" that HHS leadership completed in Fall 2021 and "Transforming Workplace Culture" in Spring 2022 (finished in May). This session will be funded by the Local Public Health (LPH) Grant and folds into Public Health's "Communities of Belonging" Initiative.

ACTION REQUESTED:

Motion to approve a Professional Service Agreement with the YMCA of the North for the facilitated equity innovation learning session with a not to exceed amount of \$9,500 for the period of November 1, 2022, through December 31, 2022, pending finalization through the internal contract review process.

FISCAL IMPACT: None	FUNDING
If "Other", specify:	County Dollars = \$0.00
FTE IMPACT: None	Local Public Health Grant \$9,500.00
	Total \$9,500.00
	☒ Insert additional funding source

Related Financial/FTE Comments:

This learning session will be paid in full by the LPH Grant. No county tax levy dollars will be utilized for this training. The PSA is pending in the contract portal.

Office use only:

RBA 2022 - 8671

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Stanley Security Systems Jail Upgrade

Primary Originating Division/Dept: Sheriff - Jail Services

Meeting Date: 10/18/2022

Contact: Reed Ashpole

Title: Jail Commander

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

A \$300,000+/- Jail Security system upgrade is included in the County's Building & Misc. Capital Improvement Plan. Upon further review, Jail Administration is recommending that this project be initiated in 2022 because the current security system technology is at end of life, making repairs difficult after a recent failure. Repairs were completed and the system is operational at this time. The security door control system is intergrated with the intercoms and camera systems. Jail Administration recommends the replacement of the security door controller, informer data controller, and the analog intercom systems.

ACTION REQUESTED:

Approve the request to hire Stanley Security to upgrade the jail's security control system.

FISCAL IMPACT: Other

If "Other", specify: see comment below

FUNDING

County Dollars =

\$276,550.00

FTE IMPACT: None

Total

\$276,550.00

☒ Insert additional funding source

Related Financial/FTE Comments:

The Capital Project request was approved with funding from the Year-End Savings ("YES") account at the April 19, 2022 Board Meeting - RBA #8270.

Office use only:

RBA 2022 - 8666

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Organization monetary donation (\$2000) to Sheriff's Office

Primary Originating Division/Dept: Sheriff - Administrative Services

Meeting Date: 10/18/2022

Contact: Kate MIner

Title: Admin Services Manager

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Waconia Lions Club is donating \$2000.00 to the Sheriff's Office to be used for education and public assistance purposes.

ACTION REQUESTED:

Accept the donation and authorize the Chair to sign the donation form.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8643

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Organization monetary donation (\$2000) to Sheriff's Office

Department:

Meeting Date: 10/18/2022

Fund:

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

Requested By: Kate Miner

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Supplies	01-201-243-1614-6454	\$2,000.00	Gifts restricted	01-201-243-1614-...	\$2,000.00
TOTAL		\$2,000.00	TOTAL		\$2,000.00

Reason for Request:

To account for funds in a separate account for the donated purpose of education and public assistance

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Carver County Ditch 2-3, 5, 6, 7, 9, 10 Assignment of Alternate Viewers

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

Meeting Date: 10/18/2022

Contact: Kathleen Smith

Title: Land Records Manager

Item Type:

Ditch/Rail Authority

Amount of Time Requested: 5 minutes

Presenter: David Frischmon

Title: PFS Division Director

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Three Viewers were originally appointed for the County & Joint Ditch Redetermination of Benefits scheduled for 2022 with no Alternate Viewers. One of the originally appointed viewers has been called for a Military Leave so an Alternate Viewer needs to be appointed. John Kolb with Rinke Noonan prepared the attached Amended Appointment of Viewers recommended by H2O for Scott Henderson, Ken DeGier and Robert Conely to serve as alternates to fill vacancies on the viewer team as they might occur.

A similar action for the County's Joint Ditches will also be necessary.

ACTION REQUESTED:

Approve the Appointment of Alternate Viewers for the Redetermination of Benefits for County Ditches 2-3, 5, 6, 7, 9 & 10.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8637

**STATE OF MINNESOTA
CARVER COUNTY BOARD OF COMMISSIONERS
SITTING AS THE DRAINAGE AUTHORITY FOR
CARVER COUNTY DITCH 10**

**In the Matter of the Redetermination of
Benefits of Carver County Ditch 10**

**AMENDMENT TO FINDINGS AND ORDER
APPOINTING VIEWERS**

The Carver County Board of Commissioners, sitting as the drainage authority for County Ditch 10, pursuant to Minn. Stat. § 103E.351, based on the record and proceedings, Commissioner _____ moved, seconded by Commissioner _____ to adopt the following Findings and Order:

Findings:

1. The Carver County Board of Commissioners (“Drainage Authority”) is the drainage authority for County Ditch 10 (“CD 10”).
2. The Drainage Authority previously adopted findings and an order initiating a redetermination of benefits and damages for CD 10 pursuant to authority in Minn. Stat. § 103E.351.
3. In the order, the Drainage Authority appointed H2Over Viewers, LLC members Bryan Murphy, Larry Murphy, and Aaron Goemann as viewers for the redetermination of benefits and damages. Pursuant to the order and chapter 103E, the Auditor issued an Auditor’s Order to the viewers, conducted a first meeting of viewers, and administered the Viewers’ Oath to Bryan Murphy, Larry Murphy, and Aaron Goemann.
4. By email dated September 23, 2022, Lead Viewer Bryan Murphy notified the Drainage Authority that Aaron Goemann received notice from the Department of the Army that he is being deployed for service. It is recommended that Ken DeGier, Scott Henderson, and Robert Conely, members of H2Over Viewers, LLC, be appointed as alternate viewers in this matter and that one of them serve as Mr. Goemann’s replacement. The Board will defer to Bryan Murphy, the president of H2Over Viewers, in which alternate viewer fills in for Mr. Goemann.
5. Upon review, it appears that Ken DeGier, Scott Henderson, and Robert Conely are disinterested residents of Minnesota qualified to assess benefits and damages. Ken DeGier, Scott Henderson, Robert Conely, and H2Over Viewers meet the Drainage Authority’s qualifications and the requirements of Minn. Stat. § 103E.305 to serve as viewers for the redetermination of benefits and damages on CD 10.

Order:

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for the above-named drainage system, hereby orders that the previous findings and order initiating redetermination of benefits and damages, acquiring grass buffer strips, and appointing viewers be amended as follows:

- A. That viewers Ken DeGier, Scott Henderson, and Robert Conely are appointed as alternate viewers with one of them replacing viewer Aaron Goemann and serve along with Bryan Murphy and Larry Murphy, members of H2Over Viewers, LLC, as viewers to redetermine and report the benefits and damages for the above-named drainage systems.
- B. The Auditor-Treasurer is directed to call a first meeting of the viewers, to qualify said viewers and administer the viewers' oaths.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were _____ yeas, _____ nays, _____ absent, and _____ abstentions as follows:

	Yea	Nay	Absent	Abstain
DEGLER	☐	☐	☐	☐
WORKMAN	☐	☐	☐	☐
UDERMANN	☐	☐	☐	☐
LYNCH	☐	☐	☐	☐
FAHEY	☐	☐	☐	☐

Upon vote, the Chair declared the motion passed and the Findings and Order adopted.

Gayle Degler, Chairman

Dated: _____

* * * * *

I, Crystal Campos, Carver County Auditor, do hereby certify that I have compared the above motion; findings and order with the original thereof as the same appears of record and on file with the Carver County drainage authority and find the same to be a true and correct transcript thereof. The above order was filed with me, Carver County Auditor, on _____, 2022.

IN TESTIMONY WHEREOF, I hereunto set my hand this ____ day of _____, 2022.

Crystal Campos, Auditor

**STATE OF MINNESOTA
CARVER COUNTY BOARD OF COMMISSIONERS
SITTING AS THE DRAINAGE AUTHORITY FOR
CARVER COUNTY DITCH 9**

**In the Matter of the Redetermination of
Benefits of Carver County Ditch 9**

**AMENDMENT TO FINDINGS AND ORDER
APPOINTING VIEWERS**

The Carver County Board of Commissioners, sitting as the drainage authority for County Ditch 9, pursuant to Minn. Stat. § 103E.351, based on the record and proceedings, Commissioner _____ moved, seconded by Commissioner _____ to adopt the following Findings and Order:

Findings:

1. The Carver County Board of Commissioners ("Drainage Authority") is the drainage authority for County Ditch 9 ("CD 9").
2. The Drainage Authority previously adopted findings and an order initiating a redetermination of benefits and damages for CD 9 pursuant to authority in Minn. Stat. § 103E.351.
3. In the order, the Drainage Authority appointed H2Over Viewers, LLC members Bryan Murphy, Larry Murphy, and Aaron Goemann as viewers for the redetermination of benefits and damages. Pursuant to the order and chapter 103E, the Auditor issued an Auditor's Order to the viewers, conducted a first meeting of viewers, and administered the Viewers' Oath to Bryan Murphy, Larry Murphy, and Aaron Goemann.
4. By email dated September 23, 2022, Lead Viewer Bryan Murphy notified the Drainage Authority that Aaron Goemann received notice from the Department of the Army that he is being deployed for service. It is recommended that Ken DeGier, Scott Henderson, and Robert Conely, members of H2Over Viewers, LLC, be appointed as alternate viewers in this matter and that one of them serve as Mr. Goemann's replacement. The Board will defer to Bryan Murphy, the president of H2Over Viewers, in which alternate viewer fills in for Mr. Goemann.
5. Upon review, it appears that Ken DeGier, Scott Henderson, and Robert Conely are disinterested residents of Minnesota qualified to assess benefits and damages. Ken DeGier, Scott Henderson, Robert Conely, and H2Over Viewers meet the Drainage Authority's qualifications and the requirements of Minn. Stat. § 103E.305 to serve as viewers for the redetermination of benefits and damages on CD 9.

Order:

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for the above-named drainage system, hereby orders that the previous findings and order initiating redetermination of benefits and damages, acquiring grass buffer strips, and appointing viewers be amended as follows:

- A. That viewers Ken DeGier, Scott Henderson, and Robert Conely are appointed as alternate viewers with one of them replacing viewer Aaron Goemann and serve along with Bryan Murphy and Larry Murphy, members of H2Over Viewers, LLC, as viewers to redetermine and report the benefits and damages for the above-named drainage systems.
- B. The Auditor-Treasurer is directed to call a first meeting of the viewers, to qualify said viewers and administer the viewers' oaths.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were _____ yeas, _____ nays, _____ absent, and _____ abstentions as follows:

	Yea	Nay	Absent	Abstain
DEGLER	☐	☐	☐	☐
WORKMAN	☐	☐	☐	☐
UDERMANN	☐	☐	☐	☐
LYNCH	☐	☐	☐	☐
FAHEY	☐	☐	☐	☐

Upon vote, the Chair declared the motion passed and the Findings and Order adopted.

Gayle Degler, Chairman

Dated: _____

* * * * *

I, Crystal Campos, Carver County Auditor, do hereby certify that I have compared the above motion; findings and order with the original thereof as the same appears of record and on file with the Carver County drainage authority and find the same to be a true and correct transcript thereof. The above order was filed with me, Carver County Auditor, on _____, 2022.

IN TESTIMONY WHEREOF, I hereunto set my hand this ____ day of _____, 2022.

Crystal Campos, Auditor

**STATE OF MINNESOTA
CARVER COUNTY BOARD OF COMMISSIONERS
SITTING AS THE DRAINAGE AUTHORITY FOR
CARVER COUNTY DITCH 7**

**In the Matter of the Redetermination of
Benefits of Carver County Ditch 7**

**AMENDMENT TO FINDINGS AND ORDER
APPOINTING VIEWERS**

The Carver County Board of Commissioners, sitting as the drainage authority for County Ditch 7, pursuant to Minn. Stat. § 103E.351, based on the record and proceedings, Commissioner _____ moved, seconded by Commissioner _____ to adopt the following Findings and Order:

Findings:

1. The Carver County Board of Commissioners (“Drainage Authority”) is the drainage authority for County Ditch 7 (“CD 7”).
2. The Drainage Authority previously adopted findings and an order initiating a redetermination of benefits and damages for CD 7 pursuant to authority in Minn. Stat. § 103E.351.
3. In the order, the Drainage Authority appointed H2Over Viewers, LLC members Bryan Murphy, Larry Murphy, and Aaron Goemann as viewers for the redetermination of benefits and damages. Pursuant to the order and chapter 103E, the Auditor issued an Auditor’s Order to the viewers, conducted a first meeting of viewers, and administered the Viewers’ Oath to Bryan Murphy, Larry Murphy, and Aaron Goemann.
4. By email dated September 23, 2022, Lead Viewer Bryan Murphy notified the Drainage Authority that Aaron Goemann received notice from the Department of the Army that he is being deployed for service. It is recommended that Ken DeGier, Scott Henderson, and Robert Conely, members of H2Over Viewers, LLC, be appointed as alternate viewers in this matter and that one of them serve as Mr. Goemann’s replacement. The Board will defer to Bryan Murphy, the president of H2Over Viewers, in which alternate viewer fills in for Mr. Goemann.
5. Upon review, it appears that Ken DeGier, Scott Henderson, and Robert Conely are disinterested residents of Minnesota qualified to assess benefits and damages. Ken DeGier, Scott Henderson, Robert Conely, and H2Over Viewers meet the Drainage Authority’s qualifications and the requirements of Minn. Stat. § 103E.305 to serve as viewers for the redetermination of benefits and damages on CD 7.

Order:

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for the above-named drainage system, hereby orders that the previous findings and order initiating redetermination of benefits and damages, acquiring grass buffer strips, and appointing viewers be amended as follows:

- A. That viewers Ken DeGier, Scott Henderson, and Robert Conely are appointed as alternate viewers with one of them replacing viewer Aaron Goemann and serve along with Bryan Murphy and Larry Murphy, members of H2Over Viewers, LLC, as viewers to redetermine and report the benefits and damages for the above-named drainage systems.
- B. The Auditor-Treasurer is directed to call a first meeting of the viewers, to qualify said viewers and administer the viewers' oaths.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were _____ yeas, _____ nays, _____ absent, and _____ abstentions as follows:

	Yea	Nay	Absent	Abstain
DEGLER	☐	☐	☐	☐
WORKMAN	☐	☐	☐	☐
UDERMANN	☐	☐	☐	☐
LYNCH	☐	☐	☐	☐
FAHEY	☐	☐	☐	☐

Upon vote, the Chair declared the motion passed and the Findings and Order adopted.

Gayle Degler, Chairman

Dated: _____

* * * * *

I, Crystal Campos, Carver County Auditor, do hereby certify that I have compared the above motion; findings and order with the original thereof as the same appears of record and on file with the Carver County drainage authority and find the same to be a true and correct transcript thereof. The above order was filed with me, Carver County Auditor, on _____, 2022.

IN TESTIMONY WHEREOF, I hereunto set my hand this ____ day of _____, 2022.

Crystal Campos, Auditor

**STATE OF MINNESOTA
CARVER COUNTY BOARD OF COMMISSIONERS
SITTING AS THE DRAINAGE AUTHORITY FOR
CARVER COUNTY DITCH 6**

**In the Matter of the Redetermination of
Benefits of Carver County Ditch 6**

**AMENDMENT TO FINDINGS AND ORDER
APPOINTING VIEWERS**

The Carver County Board of Commissioners, sitting as the drainage authority for County Ditch 6, pursuant to Minn. Stat. § 103E.351, based on the record and proceedings, Commissioner _____ moved, seconded by Commissioner _____ to adopt the following Findings and Order:

Findings:

1. The Carver County Board of Commissioners (“Drainage Authority”) is the drainage authority for County Ditch 6 (“CD 6”).
2. The Drainage Authority previously adopted findings and an order initiating a redetermination of benefits and damages for CD 6 pursuant to authority in Minn. Stat. § 103E.351.
3. In the order, the Drainage Authority appointed H2Over Viewers, LLC members Bryan Murphy, Larry Murphy, and Aaron Goemann as viewers for the redetermination of benefits and damages. Pursuant to the order and chapter 103E, the Auditor issued an Auditor’s Order to the viewers, conducted a first meeting of viewers, and administered the Viewers’ Oath to Bryan Murphy, Larry Murphy, and Aaron Goemann.
4. By email dated September 23, 2022, Lead Viewer Bryan Murphy notified the Drainage Authority that Aaron Goemann received notice from the Department of the Army that he is being deployed for service. It is recommended that Ken DeGier, Scott Henderson, and Robert Conely, members of H2Over Viewers, LLC, be appointed as alternate viewers in this matter and that one of them serve as Mr. Goemann’s replacement. The Board will defer to Bryan Murphy, the president of H2Over Viewers, in which alternate viewer fills in for Mr. Goemann.
5. Upon review, it appears that Ken DeGier, Scott Henderson, and Robert Conely are disinterested residents of Minnesota qualified to assess benefits and damages. Ken DeGier, Scott Henderson, Robert Conely, and H2Over Viewers meet the Drainage Authority’s qualifications and the requirements of Minn. Stat. § 103E.305 to serve as viewers for the redetermination of benefits and damages on CD 6.

Order:

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for the above-named drainage system, hereby orders that the previous findings and order initiating redetermination of benefits and damages, acquiring grass buffer strips, and appointing viewers be amended as follows:

- A. That viewers Ken DeGier, Scott Henderson, and Robert Conely are appointed as alternate viewers with one of them replacing viewer Aaron Goemann and serve along with Bryan Murphy and Larry Murphy, members of H2Over Viewers, LLC, as viewers to redetermine and report the benefits and damages for the above-named drainage systems.
- B. The Auditor-Treasurer is directed to call a first meeting of the viewers, to qualify said viewers and administer the viewers' oaths.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were _____ yeas, _____ nays, _____ absent, and _____ abstentions as follows:

	Yea	Nay	Absent	Abstain
DEGLER	☐	☐	☐	☐
WORKMAN	☐	☐	☐	☐
UDERMANN	☐	☐	☐	☐
LYNCH	☐	☐	☐	☐
FAHEY	☐	☐	☐	☐

Upon vote, the Chair declared the motion passed and the Findings and Order adopted.

Gayle Degler, Chairman

Dated: _____

* * * * *

I, Crystal Campos, Carver County Auditor, do hereby certify that I have compared the above motion; findings and order with the original thereof as the same appears of record and on file with the Carver County drainage authority and find the same to be a true and correct transcript thereof. The above order was filed with me, Carver County Auditor, on _____, 2022.

IN TESTIMONY WHEREOF, I hereunto set my hand this ____ day of _____, 2022.

Crystal Campos, Auditor

**STATE OF MINNESOTA
CARVER COUNTY BOARD OF COMMISSIONERS
SITTING AS THE DRAINAGE AUTHORITY FOR
CARVER COUNTY DITCH 5**

**In the Matter of the Redetermination of
Benefits of Carver County Ditch 5**

**AMENDMENT TO FINDINGS AND ORDER
APPOINTING VIEWERS**

The Carver County Board of Commissioners, sitting as the drainage authority for County Ditch 5, pursuant to Minn. Stat. § 103E.351, based on the record and proceedings, Commissioner _____ moved, seconded by Commissioner _____ to adopt the following Findings and Order:

Findings:

1. The Carver County Board of Commissioners (“Drainage Authority”) is the drainage authority for County Ditch 5 (“CD 5”).
2. The Drainage Authority previously adopted findings and an order initiating a redetermination of benefits and damages for CD 5 pursuant to authority in Minn. Stat. § 103E.351.
3. In the order, the Drainage Authority appointed H2Over Viewers, LLC members Bryan Murphy, Larry Murphy, and Aaron Goemann as viewers for the redetermination of benefits and damages. Pursuant to the order and chapter 103E, the Auditor issued an Auditor’s Order to the viewers, conducted a first meeting of viewers, and administered the Viewers’ Oath to Bryan Murphy, Larry Murphy, and Aaron Goemann.
4. By email dated September 23, 2022, Lead Viewer Bryan Murphy notified the Drainage Authority that Aaron Goemann received notice from the Department of the Army that he is being deployed for service. It is recommended that Ken DeGier, Scott Henderson, and Robert Conely, members of H2Over Viewers, LLC, be appointed as alternate viewers in this matter and that one of them serve as Mr. Goemann’s replacement. The Board will defer to Bryan Murphy, the president of H2Over Viewers, in which alternate viewer fills in for Mr. Goemann.
5. Upon review, it appears that Ken DeGier, Scott Henderson, and Robert Conely are disinterested residents of Minnesota qualified to assess benefits and damages. Ken DeGier, Scott Henderson, Robert Conely, and H2Over Viewers meet the Drainage Authority’s qualifications and the requirements of Minn. Stat. § 103E.305 to serve as viewers for the redetermination of benefits and damages on CD 5.

Order:

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for the above-named drainage system, hereby orders that the previous findings and order initiating redetermination of benefits and damages, acquiring grass buffer strips, and appointing viewers be amended as follows:

- A. That viewers Ken DeGier, Scott Henderson, and Robert Conely are appointed as alternate viewers with one of them replacing viewer Aaron Goemann and serve along with Bryan Murphy and Larry Murphy, members of H2Over Viewers, LLC, as viewers to redetermine and report the benefits and damages for the above-named drainage systems.
- B. The Auditor-Treasurer is directed to call a first meeting of the viewers, to qualify said viewers and administer the viewers' oaths.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were _____ yeas, _____ nays, _____ absent, and _____ abstentions as follows:

	Yea	Nay	Absent	Abstain
DEGLER	☐	☐	☐	☐
WORKMAN	☐	☐	☐	☐
UDERMANN	☐	☐	☐	☐
LYNCH	☐	☐	☐	☐
FAHEY	☐	☐	☐	☐

Upon vote, the Chair declared the motion passed and the Findings and Order adopted.

Gayle Degler, Chairman

Dated: _____

* * * * *

I, Crystal Campos, Carver County Auditor, do hereby certify that I have compared the above motion; findings and order with the original thereof as the same appears of record and on file with the Carver County drainage authority and find the same to be a true and correct transcript thereof. The above order was filed with me, Carver County Auditor, on _____, 2022.

IN TESTIMONY WHEREOF, I hereunto set my hand this ____ day of _____, 2022.

Crystal Campos, Auditor

**STATE OF MINNESOTA
CARVER COUNTY BOARD OF COMMISSIONERS
SITTING AS THE DRAINAGE AUTHORITY FOR
CARVER COUNTY DITCH 2-3**

**In the Matter of the Redetermination of
Benefits of Carver County Ditch 2-3**

**AMENDMENT TO FINDINGS AND ORDER
APPOINTING VIEWERS**

The Carver County Board of Commissioners, sitting as the drainage authority for County Ditch 2-3, pursuant to Minn. Stat. § 103E.351, based on the record and proceedings, Commissioner _____ moved, seconded by Commissioner _____ to adopt the following Findings and Order:

Findings:

1. The Carver County Board of Commissioners (“Drainage Authority”) is the drainage authority for County Ditch 2-3 (“CD 2-3”).
2. The Drainage Authority previously adopted findings and an order initiating a redetermination of benefits and damages for CD 2-3 pursuant to authority in Minn. Stat. § 103E.351.
3. In the order, the Drainage Authority appointed H2Over Viewers, LLC members Bryan Murphy, Larry Murphy, and Aaron Goemann as viewers for the redetermination of benefits and damages. Pursuant to the order and chapter 103E, the Auditor issued an Auditor’s Order to the viewers, conducted a first meeting of viewers, and administered the Viewers’ Oath to Bryan Murphy, Larry Murphy, and Aaron Goemann.
4. By email dated September 23, 2022, Lead Viewer Bryan Murphy notified the Drainage Authority that Aaron Goemann received notice from the Department of the Army that he is being deployed for service. It is recommended that Ken DeGier, Scott Henderson, and Robert Conely, members of H2Over Viewers, LLC, be appointed as alternate viewers in this matter and that one of them serve as Mr. Goemann’s replacement. The Board will defer to Bryan Murphy, the president of H2Over Viewers, in which alternate viewer fills in for Mr. Goemann.
5. Upon review, it appears that Ken DeGier, Scott Henderson, and Robert Conely are disinterested residents of Minnesota qualified to assess benefits and damages. Ken DeGier, Scott Henderson, Robert Conely, and H2Over Viewers meet the Drainage Authority’s qualifications and the requirements of Minn. Stat. § 103E.305 to serve as viewers for the redetermination of benefits and damages on CD 2-3.

Order:

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for the above-named drainage system, hereby orders that the previous findings and order initiating redetermination of benefits and damages, acquiring grass buffer strips, and appointing viewers be amended as follows:

- A. That viewers Ken DeGier, Scott Henderson, and Robert Conely are appointed as alternate viewers with one of them replacing viewer Aaron Goemann and serve along with Bryan Murphy and Larry Murphy, members of H2Over Viewers, LLC, as viewers to redetermine and report the benefits and damages for the above-named drainage systems.
- B. The Auditor-Treasurer is directed to call a first meeting of the viewers, to qualify said viewers and administer the viewers' oaths.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were _____ yeas, _____ nays, _____ absent, and _____ abstentions as follows:

	Yea	Nay	Absent	Abstain
DEGLER	☐	☐	☐	☐
WORKMAN	☐	☐	☐	☐
UDERMANN	☐	☐	☐	☐
LYNCH	☐	☐	☐	☐
FAHEY	☐	☐	☐	☐

Upon vote, the Chair declared the motion passed and the Findings and Order adopted.

Gayle Degler, Chairman

Dated: _____

* * * * *

I, Crystal Campos, Carver County Auditor, do hereby certify that I have compared the above motion; findings and order with the original thereof as the same appears of record and on file with the Carver County drainage authority and find the same to be a true and correct transcript thereof. The above order was filed with me, Carver County Auditor, on _____, 2022.

IN TESTIMONY WHEREOF, I hereunto set my hand this ____ day of _____, 2022.

Crystal Campos, Auditor

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Closed Session for Potential Land Exchange Agreement for Highway 92 Project - Interlaken Area

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 10/18/2022

Contact: Darin Mielke

Title: Deputy County Engineer

Item Type:

Closed Session

Amount of Time Requested: 30 minutes

Presenter: Darin Mielke

Title: Deputy County Engineer

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Carver County 2040 Comprehensive Plan, which the Carver County Board of Commissioners adopted on February 4, 2020, includes a prioritized plan for the County to construct a 2-lane divided urban roadway extension of Highway 92 from Highway 10 to Highway 5 in the City of Waconia and Laketown Township. Acquisition of real property interests is needed for this future project including land from the property owners at PID #070191700 and 070193000. The property owners expressed interest in entering into an agreement that would include a land exchange of equivalent valued land with the County that would preserve the needed right of way for future Highway 92 and adding area to county owned property (PID #750181000). Minnesota Statute § 373.01, Subd. 1(d) permits the County to exchange parcels of real property.

Public Works presented the land exchange concept to the county board at a worksession on March 2, 2021. Since that time, Public Work staff have continued work with the property owners.

ACTION REQUESTED:

Motion to enter into closed session to discuss confidential appraisal data and to develop or consider offers to purchase real property with the owners of PID's 07.0191700 and 070193000, pursuant to Minn. Stat. Section 13D.05, Subd. 3 (c).

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8593

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Closed Session for Labor Negotiation Strategy

Primary Originating Division/Dept: Employee Relations

Meeting Date: 10/18/2022

Contact: Kerie Anderka Title: Employee Relations Director

Item Type:
Closed Session

Amount of Time Requested: 90 minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Minnesota Statutes 13D.03, subd 2 allows a public entity to enter into a closed session to plan and discuss labor negotiation strategy. Employee Relations requests to enter into a closed session with the Board to discuss labor negotiation strategy.

ACTION REQUESTED:

Motion to go into closed session to discuss labor negotiation strategy.

Upon conclusion of the closed session, a motion to return to regular session.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8644

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

License Center Update

Primary Originating Division/Dept: Property & Financial Services

Meeting Date: 10/18/2022

Contact: David Frischmon Title: Property and Finance Director

Item Type:
Work Session

Amount of Time Requested: 30 minutes

Presenter: David Frischmon Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Carver County License Center management team would like to update the County Board on several challenges and opportunities.

ACTION REQUESTED:

No formal action requested.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☐ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8674