



Carver County Board of Commissioners
 February 21, 2017
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

- 4:00 p.m. 1. a) **CONVENE**
 b) **Pledge of allegiance**
 c) **Public comments (limited to five minutes)** *Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.*
2. Agenda review and adoption
3. Approve minutes of February 7, 2017, Regular Session 1-3
4. Community Announcements
- 4:05 p.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Professional Services Agreement with Stonebrooke Engineering for Camden Township Bridge No. 10508 Reconstruction 4
- 5.2 Request to allocate FTE from Case Management Associate II to Case Management Associate I 5
- 5.3 Donation of County owned hazmat team equipment to the cites of Victoria and Watertown 6-7
- 5.4 2017 Seasonal Road Restrictions 8-10
- Growth: Manage the challenges and opportunities resulting from growth and development*
- 5.5 Settlement Agreement for Right of Way Acquisition for CSAH 30 Safety Improvement Project 11-14
- 5.6 Transmission Line Relocation Agreement with XCEL ENERGY 15
- 5.7 Weber Johnson Professional Services 16-20
- 5.8 Change of FTE Status for Social Worker II's in HCBC Department 21
- 5.9 Professional Services Agreement with Bolton & Menk for TH 41 Expansion Project Final Design 22
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.10 Private Sector Appointment to the Greater MSP Partner Advisory Council 23
- Culture: Provide an organizational culture which fosters individual accountability to achieve goals*
- 5.11 Request for Approval to Renew Contract with Madden Galanter Hansen, LLP 24
- 5.12 Request for Out of State Conference Travel 25
- 5.13 Request for Out of State Travel for ATSSA "How To" Conference 26

Finances: Improve the County's financial health and economic profile
5.14 Review Social Services/Commissioners Warrants. NO ATT

4:05 p.m. **RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY**

- 6. **CONNECTIONS: Develop strong public partnerships and connect people to services and information**
 - 6.1 Lease Agreement with City of New Germany..... 27-28

4:15 p.m. **ADJOURN AS REGIONAL RAIL AUTHORITY AND RECONVENE AS COUNTY BOARD**

- 4:15 p.m. 7. **CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals**
 - 7.1 County Administrator's 2016 Annual Performance Evaluation Summary 29
 - 7.2 **Closed Session** for Labor Negotiation Strategy..... 30

5:10 p.m. **ADJOURN REGULAR SESSION**

- 5:10 p.m. **BOARD REPORTS**
- 1. Chair
 - 2. Board Members
 - 3. Administrator
 - 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

February 28, 2017	9:00 a.m. Board Work Session
March 7, 2017	9:00 a.m. Board Meeting
March 14, 2017	No Meeting
March 21, 2017	4:00 p.m. Board Meeting
March 28, 2017	9:00 a.m. Board Work Session

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on February 7, 2017. Chair Tim Lynch convened the session at 9:01 p.m.

Members present: Tim Lynch, Chair, James Ische, Vice Chair, Gayle Degler, Randy Maluchnik and Tom Workman.

Members absent: None.

Under public comments, Ken Wencl, Chanhassen, pointed out that Riley Purgatory Bluff Creek Watershed District had recently been named the number one watershed in the State. He explained he wanted to recognize their accomplishments. He stressed Chanhassen residents should know the watershed is working for them and encouraged residents to find out more and get involved. Wencl thanked the Board for the opportunity to serve in the past on this watershed and hoped that the watershed would continue to excel.

Degler moved, Maluchnik seconded, to approve the agenda. Motion carried unanimously.

Ische moved, Degler seconded, to approve the minutes of the January 17, 2017, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Resolution #03-17, Authorizing Offers of Compensation to Landowners for Easements Required for the CSAH 10 Roadway Realignment, Project #148765.

Resolution #04-17, Carver County Right of Way Plat 24.

Authorized out of state travel for Health & Human Services Director.

Approved permit with the Hennepin County Regional Railroad Authority and authorized the County Engineer, Assistant County Attorney and Finance Officer or designee to sign and authorized Project SP 010-090-06 to be advertised for bid upon securing Right of Way Certificate #1.

Approved the receipt and donation of free short term radon test kits to County residents.

Approved the donation of two radon test kits and one rain barrel to the Chaska Fire Department.

Approved the application for a pro-rated on-sale liquor license including Sunday for Big Sticks LLC dba Sticks Tavern and Trails End Event Center.

Approval for Snow Hawks Snowmobile Club to conduct a raffle in Carver County on March 4, 2017.

Professional services agreement with Patchin Messner Dodd & Brumm for appraisal services on the TH 41 expansion project pending finalization of the contract review process.

Professional services agreement with Kelly Lindstrom for appraisal services for TH 41 reconstruction pending finalization of the contract review process.

Resolution #05-17, Revocation and Turnback of County State Aid Highway No. 10.

Resolution #06-17, Authorizing Payment of Settlements of Compensation to Landowners for Easements Required for the CSAH 30 Safety Improvement Project, Project Registry #158789.

Approved re-classifying vacant registered nurse position to Social Worker II.

Approved the following abatements:

10.0800020	Darlene Fadden
85.0500789	Heidi Bergstrom
30.0930070	Carolyn Ness
04.0161600	Stephanie Blaisdell

Reviewed January 24, 2016, Community Social Services' actions/Commissioners' warrants in the amount of \$548,577.96; reviewed January 31, 2016, Community Social Services' actions/Commissioners' warrants in the amount of \$348,745.70 and reviewed February 7, 2017, Community Social Services' actions/Commissioners' warrants in the amount of \$326,980.17.

Motion carried unanimously.

Steve Just, Land Management, appeared before the Board to recognize John P. Fahey for his nine years of service on the Planning Commission. He pointed out his commitment and dedication.

Mr. Fahey thanked the Board for the opportunity to serve and indicated he was looking forward to serving on the CDA Board.

The Board acknowledged that Mr. Fahey was well respected and chaired contentious meetings treating everyone fairly.

Chair Lynch presented a plaque to Mr. Fahey thanking him for his service.

The Board considered appointments to the Planning Commission.

Workman moved, Maluchnik seconded, to appoint Frank Mendez to represent Commissioner District #2 on the Planning Commission. Motion carried unanimously.

Degler moved, Ische seconded, to confirm Mark Willems as the Township Appointment to the Planning Commission. Motion carried unanimously.

Degler moved, Maluchnik seconded, to recess as the County Board and convene as the Community Health Board. Motion carried unanimously.

Rod Franks, Health and Human Services, requested the Board adopt a Resolution appointing Richard Scott as the County's Community Health Services Administrator. He noted the appointment needed to meet certain statutory requirements and indicated the Resolution outlined the authority that is granted.

Ische offered the following Resolution, seconded by Maluchnik:

Resolution #07-17
Appointing Richard Scott to Serve as the
Community Health Services Administrator

On vote taken, all voted aye.

Degler moved, Maluchnik seconded, to adjourn as the Community Health Board and reconvene as the County Board. Motion carried unanimously

Keri Anderka, Employee Relations, explained Statute that allows the Board to go into closed session to discuss the performance of the County Administrator. She noted, at the next regular meeting, a summary of the evaluation would be provided.

Degler moved, Ische seconded, to go into closed session as provided by Minnesota Statute to discuss the County Administrator's 2016 performance. Motion carried unanimously.

The Board adjourned the closed and Regular Session at 10:17 a.m.

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:

Professional Services Agreement with Stonebrooke Engineering for Camden Township Bridge No. 10508 Reconstruction Project

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="2/21/2017"/>
Contact: <input type="text" value="Andrew Engel"/> Title: <input type="text" value="Civil Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Bridge 10508 is located on 84th St. over Buffalo Creek in Camden Township. The structure was built in 1975, and consists of a 3-span timber beam structure approximately 100 feet long and 24 feet in width. The bridge is currently listed as structurally deficient. Due to severe decay of the outside beams it has been load rated and posted. Camden Township is the owner of the bridge. A joint powers agreement (Contract No. 16-085) has been approved by both Camden Township and Carver County for the replacement of this bridge, in which the county is acting as the agent for the township.

Two proposals were requested for this work, and Stonebrooke Engineering has been chosen based on their technical expertise and cost. This contract with Stonebrooke Engineering will provide plans to meet the project scope as well as construction inspection and administration for the project. The County has worked with the consultant in the past with success.

ACTION REQUESTED:

Motion to approve a professional services agreement with Stonebrooke Engineering for \$99,970.00 for the Camden Township Bridge No. 10508 Reconstruction Project, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> <p><i>If "Other", specify:</i> <input type="text"/></p>	FUNDING <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">County Dollars =</td> </tr> <tr> <td>TownBridge Funds</td> <td style="text-align: right;">\$89,970.00</td> </tr> <tr> <td>Camden Township</td> <td style="text-align: right;">\$10,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$99,970.00</td> </tr> </table>	County Dollars =		TownBridge Funds	\$89,970.00	Camden Township	\$10,000.00	Total	\$99,970.00
County Dollars =									
TownBridge Funds	\$89,970.00								
Camden Township	\$10,000.00								
Total	\$99,970.00								
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source								

Related Financial/FTE Comments:
 The County is acting as the agent for Camden Township in order for the township to receive Town Bridge funding from the State. The County will be reimbursed for costs incurred by Camden Township from the Town Bridge Account.

Office use only:
 RBA 2017 - 4525

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to allocate FTE from Case Management Associate II to Case Management Associate I

Primary Originating Division/Dept: Health & Human Services - Behavioral Health

Meeting Date: 2/21/2017

Contact: Rod Franks Title: Health and Human Services Div

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title: Health and Human Services Div

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

In finalizing the 2017 budget HHS allocated .12 FTE to a Case Management Associate II position under Behavioral Health. In reviewing work assignments for our Case Management Associate I and II it is better suited to have .20 FTE assigned to a current .80 FTE Case Management Associate I making this position a 1.0 FTE and keeping the Case Management Associate II at the currently assigned .88 FTE. There will be no cost variance as a result of this FTE reallocation. The dollar amount approved for the .12 FTE Case Management II is equal to the proposed .20 Case Management I – no additional levy dollars are required.

ACTION REQUESTED:

Motion to approve allocation of .12 FTE from Case Management Associate II to .20 FTE Case Management Associate I.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: Other staffing change (grade, classification, hours, etc.)

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

No additional County levy dollars required for this FTE status change.

Office use only:

RBA 2017 - 4528

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Donation of County owned hazmat team equipment to the cities of Victoria and Watertown

Primary Originating Division/Dept: <u>Sheriff</u>	Meeting Date: <u>2/21/2017</u>
Contact: <u>Deb Paige</u> Title: <u>Commander</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Carver County Sheriff's Office would like approval to donate the two hazmat response trailers that the Sheriff's Office currently owns and maintains to the fire departments of the cities of Victoria and Watertown.

The Carver County Sheriff's Office has overseen and maintained the Carver County Hazmat Group until July of 2015 when the group was disbanded by the Carver County Fire Departments Mutual Aid Association.

Hazardous materials incidents in Carver County will be handled by the respective jurisdiction in which they occur, with support from their mutual aid partners if required.

The Fire Chiefs of the cities of Victoria and Watertown have agreed to maintain the trailers and assist other agencies that are in need of the equipment contained within. These trailers and equipment will be used for responder life safety and rehabilitation while responding to calls for service and can be used for air monitoring and basic hazardous materials responses. All of the Carver County fire departments have personnel trained to the awareness or operational level for hazardous materials response.

All of the equipment was purchased through county budgeted funds or FEMA grant funding sources. The cities have agreed to maintain all of the equipment as required by FEMA grant guidelines.

The donation to the City of Victoria including the trailer and all contained equipment is calculated at \$15,652.

The donation to the City of Watertown including the trailer and all contained equipment is calculated at \$23,666.

The Sheriff's Office requests that the Carver County Board approve the transfer of ownership of the trailers and equipment to the Cities of Victoria and Watertown.

ACTION REQUESTED:

A motion to approve the donation of the hazmat trailers and equipment to the cities of Victoria and Watertown.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

<input type="text"/>	<input type="text"/>
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Total

\$0.00

FTE IMPACT: None

Related Financial/FTE Comments:

Carver County Sheriff's office hazmat trailer
donation to the City of Watertown

Quantity	Item Description	Value
1	Haulmark trailer	\$1,500.00
1	Large Decontamination Tent	\$6,250.00
1	Small Decontamination Tent	\$5,202.00
2	Tent Heaters	\$1,500.00
1	Eagle 4 Gas monitor	\$75.00
2	Area Rae Multi Gas Detection Monitors	\$100.00
1	Rae Link 2 Host	\$250.00
1	Rae link 3 remote	\$500.00
1	Toxi Rae Pro (Chlorine)	\$50.00
1	Toxi Rae 2 (Chlorine)	\$50.00
2	Toxi Rae 2 (Ammonia)	\$50.00
1	SPER Radiation Detector	\$140.00
1	Porta Count mask fit test machine	\$7,999.00
		\$23,666.00

** The other items in the trailers either had no resale or trade in value according to the vendor from which they were purchased. Other items include; rubber boots, gloves, other protective equipment, hand tools and other like items that we found to be valued at less than \$50.00 each.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2017 Seasonal Road Restrictions

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 2/21/2017

Contact: Darin Mielke Title: Deputy County Engineer

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:

Seasonal road restrictions in Carver County can be established in accordance with Chapter 169, Laws of Minnesota, at the ton per axle limitations of the 2017 Seasonal Road Restriction map for Carver County, on file at Public Work's headquarters in Cologne and posted on the County web site. The County Engineer can increase or decrease said restrictions whenever conditions warrant pursuant to Chapter 163, Section 163.02, Subdivision 3, Laws of Minnesota.

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

http://www.mrr.dot.state.mn.us/research/seasonal_load_limits/sllindex.asp

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

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

ACTION REQUESTED:

Adopt a resolution authorizing the posting of maximum load limit signs on Carver County Highways in 2017.

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 2017 - 4542

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

Date: February 21, 2017

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

2017 SEASONAL ROAD RESTRICTIONS

BE IT RESOLVED, that the seasonal road restrictions in Carver County be established in accordance with Chapter 169, Section 169.87, Laws of Minnesota, at the ton per axle limitations of the 2017 Seasonal Road Restriction map for Carver County, and

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

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 21st day of February, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21st day of February, 2017.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlement Agreement for Right of Way Acquisition for CSAH 30 Safety Improvement Project

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The 2017 construction season includes safety improvements to CSAH 30 from the City of New Germany on the west to the City of Mayer on the east. Additional right-of-way is needed to complete this project. Carver County has obtained Minimum Damages Assessments completed by the County's Right-of-Way Agent for the acquisition of permanent roadway and temporary easements along the construction corridor.

The Carver County Right of Way Agent has negotiated a settlement with the property owner of the parcel on PID # 02.000210.

ACTION REQUESTED:

Adopt a resolution authorizing payment of negotiated settlements with the property owners of PID # 02.000210 for easements required for the CSAH 30 Safety Improvement Project (158789).

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	<input type="text"/>
CSAH Reg. Const.	\$13,100.00
Total	\$13,100.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4515

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

Date: February 21, 2017 _____ Resolution No: _____

Motion by Commissioner: _____ Seconded by Commissioner: _____

**Resolution Authorizing Payment of Settlements of Compensation to
Landowners for Easements Required for the CSAH 30 Safety Improvement
Project, Project Registry # 158789**

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

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law to acquire land and other interests in real estate which are needed for public use or purpose; and

WHEREAS, Carver County wishes to make safety improvements to CSAH 30, Project #158789, (“Project”); and

WHEREAS, in order to complete the Project it is necessary for the County to purchase property interests from the property described in Exhibit A attached hereto; and

WHEREAS, the County’s Right-of-Way Agent has completed Minimum Damages Acquisition Reports, (MDA’s) to provide the County with the right-of-way agent’s estimates of the damages caused by the County’s acquisition of the property interests required for the Project; and

WHEREAS, upon completion of the MDA’s, the County made offers of compensation to the land owners for the needed property interests consistent with the right-of-way agent’s estimate of the damages being incurred by the various owners as a result of the County’s acquisitions; and

WHEREAS, a settlement has been reached with a property owner impacted by the project.

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

1. The Board of Commissioners finds that it is necessary and for a public purpose for the County to acquire the property interests described in Exhibit A for the Project.

Exhibit A

**Property Interests Required for Safety Improvements on CSAH 30 From New Germany to
Mayer
Project #158789**

(Acquisition)

P.I.D. No. 02.000210

Christopher J. Rademacher

Taking of permanent roadway easement for right of way purposes over CSAH 30 (containing .200 acres, more or less).

Taking of temporary construction easement over CSAH 30 (containing .122 acres more or less).

Settlement Amount: \$13,100.00.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Transmission Line Relocation Agreement with XCEL ENERGY

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

As a part of the CR 110 Construction – Waconia School Phase Project from State Highway 5 to existing CSAH 10, XCEL Energy transmission power poles and electric lines need to be relocated out of the proposed highway and proposed clear zone at the intersection of Existing CSAH 10 (Waconia Parkway S.) and the new alignment of CSAH 10. The XCEL Electric power poles and electric lines that need to be moved are in easements belonging to XCEL Energy, so Carver County is obligated to pay for the relocation design and construction associated with the relocation.

XCEL Energy requires prepayment of the expected design and project management costs to do the relocation design and construction cost estimate. This prepayment amount has been determined from a project scope and preliminary layout XCEL Energy has completed. The prepayment amount is \$53,000. XCEL Energy is requiring the Scoping document to be signed by Carver County and sent back to them with \$53,000 payment before they will move forward and do the design and construction cost estimate. XCEL will charge the County for actual costs which will be reconciled at the end of the project.

ACTION REQUESTED:

Motion to approve an agreement with Xcel Energy for transmission line relocation for the CR 110 Construction - Waconia School Phase Project, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	<input type="text"/>
CSAH Reg. Const.	\$53,000.00
Total	\$53,000.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4523

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Weber Johnson Professional Services

Primary Originating Division/Dept: Administration (County) <input type="text"/>	Meeting Date: 2/21/2017 <input type="text"/>
Contact: David Hemze Title: County Admin	Item Type: Consent <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development <input type="text"/>	

BACKGROUND/JUSTIFICATION:

The Suburban Counties of Anoka, Scott, Dakota, and Carver have been working on a number of initiatives related to reforming metropolitan governance within the seven county metropolitan area over the past several years. This group recently issued a request for proposal for professional services in a collaborative effort to achieve the following objectives.

1. To effectively publicize the counties' vision of responsive and effective metropolitan governance – as represented by the attached Principles for Reform of the Metropolitan Council.
2. To identify and enlist interested groups or agencies and to align local government interests behind a reform effort – through formation of a broad coalition of metropolitan citizens, organizations, cities, and counties – and adopt a common position.
3. To prepare and get enacted legislation to change the governing structure and functioning of the Metropolitan Council.

The group interviewed a number of firms and reached consensus to hire Weber Johnson Public Affairs to provide services listed on the attached scope of work document.

ACTION REQUESTED:

Motion to approve professional services contract with Weber Johnson Public Affairs pending final review by the County Attorney and Risk Management offices..

FISCAL IMPACT: Commissioner contingency form <input type="text"/>	FUNDING						
If "Other", specify: See notes below.	<table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$65,250.00</td> </tr> <tr> <td>Other 3 counties</td> <td style="text-align: right;">\$195,750.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$261,000.00</td> </tr> </table>	County Dollars =	\$65,250.00	Other 3 counties	\$195,750.00	Total	\$261,000.00
County Dollars =	\$65,250.00						
Other 3 counties	\$195,750.00						
Total	\$261,000.00						
FTE IMPACT: None <input type="text"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

Contract is for a two year period and includes a not-to-exceed total of \$237,500 plus estimated total reimbursables of \$23,500 (approximately 10%) for a grand total of \$261,000. These costs are equally divided between the four counties. Contract also has a termination clause of 90 days. The recommended funding source for the estimated 2017 costs of \$30,000 and the estimated 2018 costs of \$35,250 is Commissioner Contingency in the respective 2017 and 2018 budgets.

Office use only:

RBA 2017 - 4529

Metropolitan Council Governance Contract
Scope of Work

Assist Anoka, Carver, Dakota, and Scott Counties in advocating for governance reform of the Metropolitan Council, with the goal of legislative adoption of meaningful, comprehensive Metropolitan Council governance reform that makes the Council accountable to the communities which it serves.

Services shall include:

1. Message construction and consolidation, including collection of stories of interactions with the Metropolitan Council.
2. Creation and distribution of collateral materials, including social media accounts and a website.
3. Legislative work focusing on:
 - a. Identification of legislative champions and authors;
 - b. Informational hearings with Legislators;
 - c. Coordination with County lobbyists to promote passage of a bill that meets County goals;
 - d. Media messaging surrounding bill introduction; and
 - e. If no reform bill is passed, pursuance of an Office of the Legislative Auditor study on Metropolitan Council governance.
4. Outreach and coalition-building with a focus on non-elected community leaders (e.g. business leaders, service organizations, chambers) and local elected officials.
5. Development of targeted earned media.

Principles for Reform of the Metropolitan Council

1. A majority of the members of the Metropolitan Council shall be elected officials, appointed from cities and counties within the region;
2. Metropolitan cities shall directly control the appointment process for city representatives to the Metropolitan Council;
3. Metropolitan counties shall directly appoint their own representatives to the Metropolitan Council;
4. The terms of office for any Metropolitan Council members appointed by the Governor shall be staggered and not coterminous with the Governor;
5. Membership on the Metropolitan Council shall include representation from every metropolitan county government;
6. The Metropolitan Council shall represent the entire region, therefore voting shall be structured based on population and incorporate a system of checks and balances.

Commissioner Contingency Request Form



Submit AFTER RBA submittal

Agenda Item: Weber Johnson Professional Services

Department: <input type="text"/>	Meeting Date: <u>2/21/2017</u>
Requested By: <u>Dave Hemze</u>	Fund: <u>01 - General</u>

Description of Revenue Accounts	Acct #	Increase/ (Decrease) Amount	Description of Expenditure Accounts	Acct #	Increase/ (Decrease) Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	Professional & The Fees for Service	01-001.6260	\$30,000.00
TOTAL		\$0.00	2017 Commissioner Contingency	01-001.6829	(\$30,000.00)
			TOTAL		\$0.00

Reason for Request:

The Suburban Counties of Anoka, Scott, Dakota, and Carver have been working on a number of initiatives related to reforming metropolitan governance within the seven county metropolitan area over the past several years. This group recently issued a request for proposal for professional services in a collaborative effort to achieve the objectives laid out in the RBA. To fund this two year contract, it is being proposed to utilize 2017 Commissioner Contingency to cover the \$30k needed for 2017 and the 2018 Commissioner Contingency to cover the \$35,250 needed for 2018.

Financial Impact(to be filled out by Finance Director)

Commissioner Contingency Beginning of the Year Balance	\$84,798.00
Commissioner Contingency Current Adjustment	(\$30,000.00)
Commissioner Contingency Previous Adjustment	0.00
Remaining Balance After Adjustment	\$54,798.00

County Board Decision:

Commissioner Contingency Request Form



Submit AFTER RBA submittal

Agenda Item: Weber Johnson Professional Services

Department: <input type="text"/>	Meeting Date: <u>2/21/2017</u>
Requested By: <u>David Hemze</u>	Fund: <u>01 - General</u>

Description of Revenue Accounts	Acct #	Increase/ (Decrease) Amount	Description of Expenditure Accounts	Acct #	Increase/ (Decrease) Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	Professional & The Fees for Service	<input type="text"/>	\$35,250.00
TOTAL		\$0.00	2018 Commissioner Contingency	<input type="text"/>	(\$35,250.00)
			TOTAL		\$0.00

Reason for Request:

The Suburban Counties of Anoka, Scott, Dakota, and Carver have been working on a number of initiatives related to reforming metropolitan governance within the seven county metropolitan area over the past several years. This group recently issued a request for proposal for professional services in a collaborative effort to achieve the objectives laid out in the RBA. To fund this two year contract, it is being proposed to utilize 2017 Commissioner Contingency to cover the \$30k needed for 2017 and the 2018 Commissioner Contingency to cover the \$35,250 needed for 2018.

Financial Impact(to be filled out by Finance Director)

Commissioner Contingency Beginning of the Year Balance	\$150,000.00
Commissioner Contingency Current Adjustment	(\$35,250.00)
Commissioner Contingency Previous Adjustment	<input type="text"/>
Remaining Balance After Adjustment	\$114,750.00

County Board Decision:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Change of FTE Status for Social Worker II's in HCBC Department

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

A Social Worker II in the HHS HCBC Department is currently assigned a 0.9 FTE position. Another Social Worker II in the HCBC Department is currently assigned a 1.0 FTE position. Both employees have requested switching their FTE status. The current 0.9 FTE would increase to a 1.0 FTE and current 1.0FTE would decrease to a 0.9 FTE positon. Both affected employees have provided notificatoin to Employee Relations by email they are requesting this change. Employee Relations has requested this change go into effect March 6th to coincide with the new pay period.

ACTION REQUESTED:

Motion to approve FTE status changes increasing 0.9FTE Social Worker II to 1.0 FTE status, and decreasing 1.0FTE Social Worker II to 0.9 FTE status, with an effective date of March 6, 2017.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

No additional County levy dollars are required for this change.

Office use only:

RBA 2017 - 4531

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement with Bolton & Menk for TH 41 Expansion Project Final Design

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="2/21/2017"/>
Contact: <input type="text" value="Darin Mielke"/> Title: <input type="text" value="Assistant Public Works Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

Carver County submitted an application for federal grant funds through the 2015 regional solicitation of the Metropolitan Council to reconstruct Trunk Highway (TH) 41 from TH 212 to Pioneer Trail from a 2-lane to 4-lane highway. The county has been awarded \$7,420,000 in construction funding for 2018.

Carver County also submitted a request for Transportation Economic Development (TED) funding, state funding administered by the Minnesota Department of Transportation (MnDOT) and the Department of Employment and Economic Development (DEED). The County has been selected to receive \$3,500,000 through this program.

Preliminary design for the project is nearing completion, which was performed by Bolton & Menk, Inc.. The next phase of the project work plan is to prepare final design construction plans and specifications. The county requested a final design scope of services from Bolton & Menk for final design, in the original solicitation of proposals for this project. Bolton & Menk's final design scope of services was modified to better fit what is now known about the project, and includes all work necessary to complete the construction plans, project specifications and cost estimates in order to solicit bids from contractors in early 2018.

ACTION REQUESTED:

Motion to approve a Professional Services Agreement with Bolton and Menk For \$630,000.00 for the TH 41 Expansion Project Final Design, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING								
<i>If "Other", specify:</i> <input type="text"/>	County Dollars =								
FTE IMPACT: <input type="text" value="None"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">TED Funding</td> <td style="width: 30%; text-align: right;">\$564,000.00</td> </tr> <tr> <td>City of Chaska</td> <td style="text-align: right;">\$43,000.00</td> </tr> <tr> <td>CSAH Reg. Const.</td> <td style="text-align: right;">\$23,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$630,000.00</td> </tr> </table>	TED Funding	\$564,000.00	City of Chaska	\$43,000.00	CSAH Reg. Const.	\$23,000.00	Total	\$630,000.00
TED Funding	\$564,000.00								
City of Chaska	\$43,000.00								
CSAH Reg. Const.	\$23,000.00								
Total	\$630,000.00								
	<input checked="" type="checkbox"/> Insert additional funding source								

Related Financial/FTE Comments:

The cost splits as shown are based off of a Joint Powers Agreement that is being finalized with the City of Chaska, which may change slightly.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Private Sector Appointment to the Greater MSP Partner Advisory Council

Primary Originating Division/Dept: Administration (County)

Meeting Date: 2/21/2017

Contact: Dave Hemze Title: County Administrator

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Board is being asked to make an appointment as the private sector representative to the MSP Advisory Council to represent Carver County. The goal of the Partner Advisory Council is to function as an advisory group to GREATER MSP's Board of Directors. A news release was sent out and a letter was sent to the Chambers inviting business owners to apply.

County Administration received an application from the following individual:

Deborah Everson, Everson's Hardware, Inc.

ACTION REQUESTED:

Appoint Deborah Everson from the private business sector to serve as the County's appointment on the Greater MSP Partner Advisory Council.

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 2017 - 4551

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Approval to Renew Contract with Madden Galanter Hansen, LLP

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: <u>2/21/2017</u>
Contact: <u>Kerie Anderka</u> Title: <u>Employee Relations Divison ...</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

This is a renewal of the Professional Services Agreement between Carver County and Madden Galanter Hansen, LLP law firm from January 1, 2017 through December 31, 2019 to provide legal counsel in areas of labor relations, collective bargaining, negotiations and mediation. The agreement includes the monthly and hourly rates outlined below by year. These rates reflect approximately a 3% increase each year.

Monthly Retainer:

2017 - \$5,305.00
 2018 - \$5,464.00
 2019 - \$5,628.00

Hourly Rates for Hearings and Special Projects:

2017 - \$150.00
 2018 - \$155.00
 2019 - \$160.00

Hourly Rates for Litigation:

2017 - \$170.00
 2018 - \$175.00
 2019 - \$180.00

ACTION REQUESTED:

Motion to renew contract with Madden Galanter Hansen, LLP.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =	\$75,000.00
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Total	\$75,000.00

FTE IMPACT: None

Related Financial/FTE Comments:

Services not to exceed \$100,000.

Office use only:

RBA 2017 - 4530

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Out of State Conference Travel

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

The American Association of State Highway & Transportation Officials sponsor the annual GIS for Transportation Symposium (April 10 - 13, 2017 in Phoenix, Arizona). It is a chance for persons in government and private industry who are interested in the use of GIS for transportation purposes to get together and share experiences, see state-of-art software and learn more about this field. Attendance at this conference supports the Esri Roads and Highways implementation and the AASHTO Transportation Asset Management model of implementation that Carver County Public Works continues to implement in 2017.

ACTION REQUESTED:

Approval of out of state travel for Perry Clark to attend the GIS for Transportation Symposium.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars = **\$1,740.00**

FTE IMPACT: ▼

Total **\$1,740.00**

Insert additional funding source

Related Financial/FTE Comments:

There are funds available in the 2017 budget for this conference, however the out of state status was not noted during the budget process.

Office use only:

RBA 2017 - 4533

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Out of State Travel for ATSSA "How To" Conference

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
Consent ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

Out of state travel is requested for Andy Wigfield and Chad Braun in Public Works to attend the American Traffic Safety Services Association (ATSSA) 2017 Northland "How To" Training and Education Workshop on March 20-22, 2017 in Fargo, ND. The conference will provide training and education for those involved in pavement markings, signs, traffic signals, guardrails, and temporary traffic control / work zones.

ACTION REQUESTED:

Approve out of state travel for Andy Wigfield and Chad Braun to attend the ATSSA "How To" Conference in Fargo, ND.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

There are funds available in the 2017 budget due to other employees not being able to attend other budgeted conferences.

Office use only:

RBA 2017 - 4535

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Lease Agreement with City of New Germany

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County Regional Railroad Authority (CCRRA) has leased property to United Farmers' Cooperative (UFC) in the City of New Germany for distribution of anhydrous ammonia. UFC has stopped using the site for its operations and provided notice that it will terminate the lease agreement for use of the property.

UFC and the City of New Germany have negotiated the transfer of ownership of the UFC metal pole building located on the site leased to UFC. Both parties cooperated in the removal of an old scale, bollards, small storage buildings and other miscellaneous items from the site. The only remaining structure is a metal pole building approximately 40' x 60' which the City desires to use for storage of equipment.

The City of New Germany desires to enter into agreement with CCRRA for the space previously occupied by UFC and would own and be responsible for the building and designated grounds.

It is proposed that CCRRA would lease the railroad property to New Germany at no cost.

The overall dimensions of the site to be leased is 50' x 220'.

ACTION REQUESTED:

Approve the lease agreement with the City of New Germany and Authorize the Board Chair to sign.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

CCRRA

FTE IMPACT:

Total

Insert additional funding source

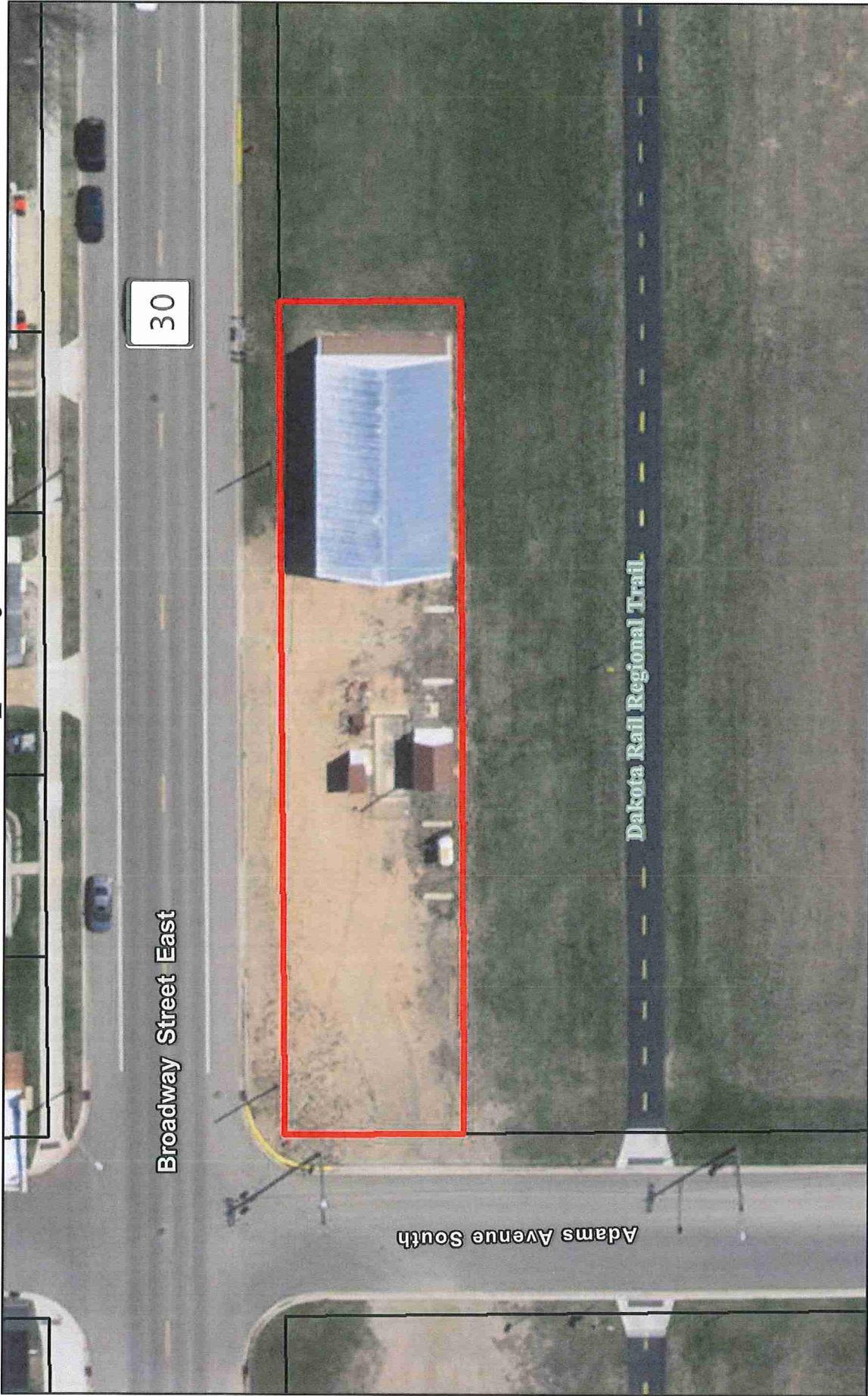
Related Financial/FTE Comments:

The termination of the lease with UFC will decrease revenue for CCRRA by \$459.00/yr. and not have a substantial impact on revenue or change any planned programs of CCRRA.

Office use only:

RBA 2017 - 4536

Property



This map was created using a compilation of information and data from various City, County, State, and Federal offices. It is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

Public Works Division
 11360 Hwy 212, Suite 1
 Cologne, MN 55322
 (952) 466-5200
 Created: 1/25/2017



Carver County Board of Commissioners Request for Board Action



Agenda Item:
County Administrator's 2016 Annual Performance Evaluation Summary

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="2/21/2017"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division Dir"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="5"/> minutes Presenter: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division Dire"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

As provided by Statute, the Board met with County Administrator David Hemze on February 7, 2017 in closed session to discuss his 2016 performance. The summary of their discussion is as follows:

Mr. Hemze's performance in 2016 has been outstanding. He has shown excellence in his management and leadership of this organization. During 2016, this was especially highlighted by the successful handling of two major events – the death of Prince, and the Ryder Cup – which drew both national and international attention. Mr. Hemze has demonstrated sound judgment and skill in his hiring decisions to shape the organization, and has established a solid leadership team. The work he has done extends throughout the organization and is demonstrated by many successes at every level. Mr. Hemze's outstanding performance and contributions have benefited this community, and are appreciated by the Board. His leadership and excellent work have positioned the organization for future success.

The recommended action is a motion to approve a 2016 outstanding rating for County Administrator Hemze.

ACTION REQUESTED:

Motion to approve an overall rating of outstanding for County Administrator Hemze's 2016 performance.

FISCAL IMPACT: <input type="text" value="None"/>	FUNDING
<i>If "Other", specify:</i> <input type="text"/>	County Dollars = <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$0.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4540

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Closed Session for Labor Negotiation Strategy

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

All eleven Collective Bargaining Agreements (CBAs) in the County will be negotiated for 2017 and meetings are underway with a number of the bargaining units. Minn Statute 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 the strategy for 2017 and forward, with regard to labor agreements with AFSCME, LELS, MNPEA, SMACC and Teamsters bargaining units.

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: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Fiscal and FTE/staffing impacts are unknown at this time.

Office use only:

RBA 2017 - 4550