



Carver County Board of Commissioners  
 July 11, 2017  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	<ul style="list-style-type: none"> <li>a) <b>CONVENE</b></li> <li>b) <b>Pledge of allegiance</b></li> <li>c) <b>Public comments</b> - <i>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.</i></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of June 20, 2017, Regular Session and June 27, 2017 County Board of Appeal and Equalization .....	1-5
	4.	Community Announcements	
9:05 a.m.	5.	<b>CONSENT AGENDA</b>	
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.1	Requesting to convert the Jail Psychologist position to a Jail Therapist position .....	6-7
	5.2	Request to accept \$211,000 grant from the MN Dept of Human services and create a 1.0 FTE crisis therapist.....	8
	5.3	Professional Services Agmt. with Bolton and Menk for Carver County Transportation Safety Plan .....	9
	5.4	Agreement with XCEL ENERGY for the County Highway 10 Construction Project – Waconia School Phase .....	10
	5.5	Resolution supporting a State Capital Funding Request for Lake Waconia Regional Park.....	11-12
	5.6	Request for approval to contract with MINNESOTA MONITORING INC	13
	5.7	Request for approval of donated children's books .....	14
	5.8	Resolution to construct County Road 30 on CCRRA property.....	15-16
	5.9	Professional Services Agreement with Bolton and Menk for Design of the CSAH 33 / CSAH 34 Intersection Improvement.....	17
	5.10	Request for approval to contract with CAP AGENCY and Salvation Army for housing services. ....	18
	5.11	Request for approval to contract with Beacon Interfaith Housing Collaborative .....	19
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
	5.12	Out of state travel.....	20-21
	5.13	Charitable Gambling Application for Exempt Permit-Augusta Ball Club Inc .....	22
	5.14	Charitable Gambling Application to conduct a Raffle in Carver County-St. John's UCC Women's Guild .....	23
	5.15	Application for an On Sale Liquor License including Sunday for Luce Line Orchard, LLC dba Luce Line Orchard .....	24
	5.16	Out of state travel.....	25

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

- 5.17 Minnesota Solar Connection - Renewable Energy (Large Solar Energy System) ..... 26-33
- 5.18 Resolution to Support 2 GreenCorps Temporary Staff Members ..... 34-35

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

- 5.19 Convert 2 part-time librarian positions into a full-time position..... 36
- 5.20 Information Technology Staff Restructuring ..... 37-38
- 5.21 Reclassification of SWIII to School Linked Therapist..... 39
- 5.22 Approval of the 2017-2018 Teamsters Non-Licensed Management Collective Bargaining Agreement ..... 40
- 5.23 Create 1.0 FTE Child Care Specialist from two 0.5 FTE positions in Workforce Services..... 41-42

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

- 5.24 Review Social Services/Commissioners Warrants ..... NO ATT

- 9:05 a.m.    **6. GROWTH: Manage the challenges and opportunities resulting from growth and development**
  - 6.1    **Public Hearing** - Ordinance No. 84-2017 Amending the County Zoning Code..... 43-47
  
- 9:45 a.m.    **7. COMMUNITIES: Create and maintain safe, healthy and livable communities**
  - 7.1    Joint Powers Agreement with the City of Watertown for the Watertown Wetland Restoration Project..... 48-51
  - 7.2    2017 Carver County 5 Year Bridge Resolution ..... 52-55
  
- 10:20 a.m.    **8. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**
  - 8.1    2017-2018 Carver County Strategic Plan ..... 56-78
  
- 10:40 a.m.    **9. FINANCES: Improve the County's financial health and economic profile**
  - 9.1    Abatements/Additions ..... 79-80
  
- 10:45 a.m.    **ADJOURN REGULAR SESSION**
  
- 10:45 a.m.    **BOARD REPORTS**
  - 1. Chair
  - 2. Board Members
  - 3. Administrator
  - 4. Adjourn

David Hemze  
County Administrator

**UPCOMING MEETINGS**

- July 18, 2017    4:00 p.m. Board Meeting
- July 25, 2017    9:00 a.m. Board Work Session
- July 26, 2017    7:00 p.m. Carver County Township Association Meeting
- August 1, 2017 9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on June 20, 2017. Chair Tim Lynch convened the session at 4:04 p.m.

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

Members absent: Randy Maluchnik.

Under my comments, Karen Johnson Leuthner, 15735 38<sup>th</sup> Street, clarified she was not representing the Hollywood Township Board and was present as a relevant public watchdog. She referenced the Planning Commission meeting to be held tonight related to renewable energy and lack of time and information the public had to prepare for the public hearing. She believed the information needed to be included in every newspaper so individuals know what is going on.

John Diesman, Hollywood Township, raised his concerns with the curve on County Road 122 next to his property and the slough he was trying to fill. He indicated he had met with Soil and Water and inquired on how to obtain a permit for filling the land in.

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

Ische moved, Degler seconded, to approve the minutes of the June 6, 2017, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Contract with RMB Services, Inc., pending finalization of the contract review process, approved eliminating the vacant 1.0 FTE custodial position and 1.0 FTE Facilities Clerk position effective July 7, 2017, approved creating Facilities Services Coordinator position and related budget amendment.

Resolution #40-17, Supporting the Authority of the Solid Waste Management Coordinating Board (SWMCB) to Amend the Existing Joint Powers Agreement in Order to Change the Deadline for Notice to Withdraw and to Terminate the Existing JPA on or before January 1, 2018.

Resolution #41-17, Awarding of the CSAH 61 Bridge and Roadway Improvements Project, Carver County Contract 17-250.

Approved the sale of canine to Deputy Calvin Tschida on June 21, 2017, pending review and approval of County Attorney/Risk Management.

Contract with American Engineering Testing to complete a site suitability assessment and permit application for the Minnesota Landscape Arboretum source separated compost facility, pending completion of the County's contract approval process.

Resolution #42-17, Awarding of the CSAH 30 Safety Improvements Project, Carver County Contract 17-269.

Contract with 180 Degrees for youth shelter services at the Hope House in Chanhassen.

Contract with Wenck Associates, Inc., pending completion of the contract review process.

Resolution #43-17, Carver County Right of Way Plats No. 23 and 25.

Contract with Civil Methods, Inc., pending completion of the contract review process.

Contract with Credible Behavioral Health, Inc., pending finalization of the contract review process.

Approved the following tobacco licenses:

License #10-509, Nash Finch Co dba Econofoods #318  
License #10-513, Good Time Liquors  
License #10-515, Holiday Stationstores, Inc dba Holiday Stationstore #199  
License #10-523, Mid-County Coop  
License #10-526, R E Smith Oil & Tire Co, Inc.  
License #10-540, Bluff Creek Golf Association  
License #10-557, TBI Liquors Two, Inc. dba Cheers Wine & Spirits  
License #10-566, Schonknecht, Inc. dba Lisa's Place  
License #10-578, Kwik Trip, Inc dba Kwik Trip #402  
License #10-594, Holiday Stationstores, Inc dba Holiday Stationstore #360  
License #10-596 Champlin 2005 LLC dba Cub Foods #1644  
License #10-604, Holiday Stationstores, Inc. dba Holiday Stationstore #371  
License #10-605, Walgreen Co. dba Walgreens #09728  
License #10-606, Harvey's Bar & Grill Inc  
License #10-611, Last Call Too dba Last Call  
License #10-613, Casey's Retail Company dba Casey's General Store #2655  
License #10-619, B&B Hospitality dba HI-5 Market  
License #10-624 Kleinprintz Liquors, LLC dba MGM Liquor Warehouse  
License #10-626, Southern Sands Inc., dba Down South Bar & Grill  
License #10-627, Kwik Trip, Inc. dba Kwik Trip #492  
License #10-628, Walgreen Co dba Walgreens #12434  
License #10-631, Crossroads Liquor of Victoria LLC Crossroads Liquor  
License #10-633, Northern Tier Retail LLC dba SuperAmerica #4366  
License #10-634, GMB Enterprise, LLC dba Inn Town Wine & Spirits  
License #10-636, Schmidt C-Stores, Inc. dba Schmidty's  
License #10-637, Fleet and Farm of Green Bay, dba Mills Gas Mart  
License #10-638, Family Dollar, Inc. #26540  
License #10-639, Chanhassen Marathon  
License #10-642, Chanhassen Stop, LLC

License #10-643, Northern Tier Retail, LLC dba SuperAmerica #5001  
License #10-646, MLNG LLC dba The Vintage  
License #10-647 Huynh Inc LLC dba Carver Liquor  
License #10-648, Kwik Trip, Inc., dba Kwik Trip #854  
License #10-649, Churchills Quality Cigars & Gifts  
License #10-650, United Farmers Coop dba UnitedXpress  
License #10-651, eCig Store of Shakopee, LLC  
License #10-652, Minnesota Fine Wine & Spirits, LLC dba Total Wine & More  
License #10-653, The Dog House LLC  
License #10-654, Fleet and Farm of Green Bay LLC dba Mills Fleet Farm

Approved the Teamsters Licensed Management 2017-2018 Collective Bargaining Agreement.

Resolution #44-17, Performance Measurement Program, 2017 Report.

Reviewed June 13, 2017, Community Social Services' actions/Commissioners' warrants in the amount of \$379,753.99 and reviewed June 20, 2017, Community Social Services' actions/Commissioners' warrants in the amount \$386,896.82.

Motion carried unanimously.

Paul Moline, Water Management, requested the Board adopt a Resolution supporting the change of boundaries between the County WMO, the Minnehaha Creek Watershed and Riley Purgatory Bluff Creek Watershed Districts.

He stated the purpose was to better align the taxing boundary to the actual water drainage in the County. Moline explained the need for an update due to subdivisions that have occurred and the lack of input on projects that drain to water resources in one watershed but are taxed and regulated by another watershed. He indicated they used the GIS system to gain an understanding of where water was draining on each parcel. He pointed out the number of parcels in each watershed that would be impacted and the tax rates for each watershed.

Moline stated Resolutions of support were adopted by other local governments and letters were sent to all affected landowners. He explained the next step was to file the Petition with the Board of Water and Soil Resources and they will act on it. He clarified the BWSR had final decision making authority and there was an opportunity for landowners to request a hearing from BWSR.

Ische offered the following Resolution, seconded by Degler:

Resolution #45-17  
Supporting Change of Boundary Between  
Carver County Water Management Organization, Minnehaha Creek Watershed District  
And Riley Purgatory Bluff Creek Watershed District.

On vote taken, all voted aye.

Degler moved, Workman seconded, to adjourn the Regular Session at 4:24 p.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.)

The County Board of Appeal and Equalization met this day as required by law. Present were Board members: Tim Lynch, Chair, James Ische, Vice Chair, Gayle Degler, Randy Maluchnik, Tom Workman and Laurie Davies, Taxpayer Services Manager.

Ische moved, Degler seconded, to open the meeting. Motion carried unanimously.

Angie Johnson, County Assessor, introduced staff from the Assessor's office. She pointed out the number of residential sales and new homes built over the past year. She indicated this has kept staff busy and the sales have given them a good base to value properties.

Karen Johnson Leuthner, 15735 38<sup>th</sup> Street, questioned why her property was removed from green acres and stated the various classifications were confusing. She indicated she would like to receive a data base to help people understand the different classifications. She questioned why only half of her property was classified agriculture and referenced other property that was classified as ag. She suggested a data base was needed to help citizens understand the classifications. Johnson Leuthner explained the use of her property and indicated the entire piece could be used for cattle. She believed a data base would help citizens understand the different classifications and indicated she would continue to look at other properties.

Keith Kern, Assessor, stated only 14 acres of this property was being used as ag and indicated there were other properties within the County that have split classifications.

Angie Johnson, County Assessor, reviewed the appeal letter received from Steve Leighton, 8830 Pointe Vista Drive, Victoria. Assessor Johnson explained the County's appraiser re-evaluated the property and adjusted the value to \$411,400 but Mr. Leighton disagreed with this adjustment.

Assessor Angie Johnson reviewed the appeals received from Weekley Homes. Assessor Johnson indicated they reviewed the three properties and Weekley Homes has agreed to a value of \$740,000.

Ische moved, Maluchnik seconded, to uphold the Assessor's recommendation on the Al and Karen Leuthner property, parcel ID#06.0230400. Motion carried unanimously.

Maluchnik moved, Ische seconded, to approve the staff recommendation on the Steve Leighton property, parcel ID#65.2110180. Motion carried unanimously.

Workman moved, Ische seconded, to approve the staff recommendation on parcel ID(s) 25.311010, 25.3110030 and 25.311020, owned by Weekley Homes. Motion carried unanimously.

Workman moved, Degler seconded, to adjourn the Board of Appeals and Equalization at 1:35 p.m. Motion carried unanimously.

Laurie Davies  
Taxpayer Services Manager

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Requesting to convert the Jail Psychologist position to a Jail Therapist position**

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 current Jail Psychologist position has gone unfilled for almost one year. Currently, the position requires a candidate to a Mental Health Professional who possess a Doctorate Degree. A candidate fulfilling this requirement has been difficult to recruit. We will have a larger pool of candidates if we only require a qualified Mental Health Professional to have a Masters Degree. A Masters prepared Psychotherapist is capable to perform the job functions of this position.

The current 0.8 FTE Jail Psychologist position is currently rated at a higher pay grade than a Psychotherapist. Changing this position to a 1.0 FTE Psychotherapist would not only increase the ability to hire this position, but also increase service to our jail population. This change would increase the cost of the position by \$7,509.00. This additional cost would be covered by additional out patient revenue through increased referrals. No additional Levy dollars are required for this change.

**ACTION REQUESTED:**

Motion to approve converting 0.8 FTE Jail Psychologist to 1.0 FTE Psychotherapist to serve our jail population.

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

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
Outpatient revenue	\$7,509.00
<b>Total</b>	<b>\$7,509.00</b>

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

The difference in cost to be covered by additional Outpatient revenue. No County Levy dollars required.

Office use only:

RBA 2017 - 4791



# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Requesting to convert the Jail Psychologist position to a Jail Therapist position

Department:

Meeting Date:

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:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
salaries	11-480-702.6111	\$7,509.00	Outpatient revenue	11-480-740.5583	\$7,509.00
<b>TOTAL</b>		\$7,509.00	<b>TOTAL</b>		\$7,509.00

Reason for Request:

Converting the 0.80 FTE Jail Psychologist to a 1.0 Psychotherapist, utilizing outpatient revenue to cover this FTE conversion.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request to accept \$211,000 grant from the MN Dept of Human services and create a 1.0 FTE crisis therapist**

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

Meeting Date: 7/11/2017

Contact: Rod Franks Title: HHS Division Director

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:**

Carver County was awarded a grant from the Minnesota Department of Human Services in the amount of \$211,000 for calendar year 2017 to support the establishment of a mobile and telephone crisis response service in McLeod County. \$98,380.00 of this grant award was designated to hiring a new grant funded 1.0 FTE Crisis Therapist to serve McLeod County. An additional amount of \$75,000.00 of this grant award will also support one half of the salary for a Crisis Program Supervisor.

**ACTION REQUESTED:**

Motion to accept a \$211,000 grant from the Minnesota Department of Human Services and create a 1.0 FTE grant funded Crisis Therapist that will be dedicated to serving McLeod County.

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	<b>\$0.00</b>
State Crisis Grant	\$211,000.00
<b>Total</b>	<b>\$211,000.00</b>

**FTE IMPACT:** Increase budgeted staff

Insert additional funding source

**Related Financial/FTE Comments:**

This 1.0 FTE grant funded position is fully funded by grant dollars and no additional levy dollars will be required.

Office use only:

RBA 2017 - 4796

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agmt. with Bolton and Menk for Carver County Transportation Safety Plan**

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 subject professional services agreement is a joint County and consultant project to develop a Countywide interactive safety analysis tool and plan document with standardized, readily usable deliverables. This work will be part of the overall Transportation Plan for the county, but also be a living, dynamic tool that staff can then use year after year in planning, analysis, and prioritization. The scope of work will expand and strengthen work from the 2013 County Roadway Safety Plan, and also be integrated with other studies, work activities, and plans. The work will help identify and focus resources on priorities as part of the 5-year CIP, long-range investment plan, and grant opportunities.

**ACTION REQUESTED:**

Approve a professional services agreement with BOLTON AND MENK INC for \$57,961 for the Carver County Transportation Safety Plan, pending finalization of the contract review process.

FISCAL IMPACT:

**FUNDING**

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4803

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Agreement with XCEL ENERGY for the County Highway 10 Construction Project – Waconia School Phase**

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 7/11/2017

Contact: Andrew Engel Title: Civil Engineer

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:**

As a part of the Carver County County Highway 10 Construction Project - Waconia School Phase from State Highway 5 to existing County Highway 10, a XCEL Energy transmission pole needs to be relocated out of the Orchard Road leg of the new TH 5/CSAH 10/Orchard Road roundabout. The XCEL Energy power pole and electric lines are located in an easement belonging to XCEL Energy, predating the roadway easements requiring Carver County to pay for the relocation, design and construction. XCEL Energy requires prepayment of the estimated design and project management cost prior to detailed design and construction. The prepayment amount has been determined from a project scope and preliminary layout XCEL Energy has completed.

**ACTION REQUESTED:**

Approve an agreement with Xcel Energy for transmission line relocation for the County Highway 10 Construction - Waconia School Phase Project, pending finalization of the contract review process.

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	
CSAH Reg. Const.	\$66,000.00
<b>Total</b>	<b>\$66,000.00</b>

**FTE IMPACT:** None

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4841

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution supporting a State Captial Funding Request for Lake Waconia Regional Park**

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 Minnesota Department of Management and Budget has solicited 2018 Capital Budget requests for projects of regional and state wide significance.

Lake Waconia Regional Park is a part of the Metropolitan Regional Park System and is of regional and state wide significance as provided in Minnesota Statutes, 473.121, Subd. 14 & 473.147 Subd. 1.

Lake Waconia Regional park is underdeveloped and in need of investment to achieve an appropriate level of recreational service in line with other Metropolitan Regional Parks and State Parks.

The investment needed to develop the park area greatly exceeds traditional funding programs.

Carver County is an implementing agency of the Metropolitan Regional Parks System. A 2018 Capital Budget Request was submitted to the Minnesota Department of Management and Budget requesting \$5.57 million of state general obligation bonds for the project. A requirement of the submittal is willingness to match state funds 50/50 with County or other local funds and a submission of a resolution of support by the County Board.

**ACTION REQUESTED:**

It is requested that the Board approve the resolution of support seeking capital funds from the State, and authorize submittal of the resolution to the Minnesota Department of Management and Budget.

FISCAL IMPACT:

If "Other", specify:

**FUNDING**

County Dollars =

FTE IMPACT:

**Total**

Insert additional funding source

Related Financial/FTE Comments:

Should Carver County be successful and awarded state funds for the project, the County would need to match the appropriated amount 50/50.

Office use only:

RBA 2017 - 4811



# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: \_\_\_\_\_

Resolution No.: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

**WHEREAS**, The Regional Parks System was created by the state, and together with the State Park System, is to meet the outdoor recreation needs of the public as provided in statutes 473.121, Subd. 14, & 473.147, Subd. 1.

**WHEREAS**, Carver County, as an Implementing Agency of the Metropolitan Regional Parks System, in concert with the Metropolitan Council have designated and planned Lake Waconia Regional Park consistent with the Metropolitan Regional Parks Policy Plan, and;

**WHEREAS**, Lake Waconia Regional Park is underdeveloped, needs investment to achieve an appropriate level of recreational service in line with other the Metropolitan Regional Parks and State Parks, and;

**WHEREAS**, the investment needed greatly exceeds traditional funding programs, and;

**WHEREAS**, Minnesota Department of Management and Budget has solicited 2018 capital budget funding requests for projects of regional and state wide significance, and;

**NOW, THEREFORE BE IT RESOLVED**, Carver County Board supports a 2018 capital budget request of general obligation bonds to the Minnesota Department of Management and Budget for the development of Lake Waconia Regional Park and will match state appropriated bonds 50/50.

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 \_\_\_\_ day of \_\_\_\_\_, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval to contract with MINNESOTA MONITORING INC**

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 county is currently experiencing a significant increase in opioid and other drug use. Carver County staff are unable to meet the increased demands of scheduling, sample collection and processing of drug tests on clients. Trained providers are needed to conduct drug tests to help us monitor and track the safety of children in the community.

This is a contract for Minnesota Monitoring to begin randomly testing Carver County clients who are involved in the Child Welfare system who have drug and alcohol issues. The contract is for an annual amount of \$95,000.00. Funding for this contract is already included in the current budget.

This contract will free up staff time to work more effectively with families, and provide a higher quality of service to clients, without increasing current costs.

**ACTION REQUESTED:**

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

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =  **\$95,000.00**

**FTE IMPACT:**

**Total**  **\$95,000.00**

Insert additional funding source

**Related Financial/FTE Comments:**

Funding for this contract is included in current budget. No additional levy dollars are required.

*Office use only:*

RBA 2017 - 4814

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval of donated children's books**

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 box of gently used children's books was donated to Carver County by a County resident. The books have an estimated value of \$150.00. The child and family department would like to use the books for children and families who utilize our supervised visitation room.

**ACTION REQUESTED:**

Motion to accept book donation for visitation room.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =  **\$0.00**

**FTE IMPACT:**

**Total**  **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4815



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution to construct County Road 30 on CCRRA property**

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) is working to permit Carver County to widen and construct, operate and maintain County Road 30 within a portion of the former Dakota Rail corridor for highway purposes. The County has an existing easement for use of railroad property for highway purposes. The County is planning to reconstruct and widen County Road 30 to meet roadway safety standards by increasing the shoulder area and provide for storm water treatment. A narrow portion of County Road 30 running the length of the project area from County Road 33 in New Germany to Hwy 25 in Mayer would encroach upon railroad property. Additionally, storm water treatment basins will also be constructed on railroad property. The planned work does not jeopardize the use of the railroad corridor to reestablish rail or other transportation uses on the center line of the original track alignment.

CCRRA has previously authorized a permit agreement to construct County Road 30. A resolution by Carver County assuming responsibility for the road and permitting is needed to complete the issuance of the permit to Carver County from CCRRA.

**ACTION REQUESTED:**

Motion to adopt a resolution assuming responsibility for the construction of County Road 30 and permits required for the reconstruction.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =  **\$100.00**

**FTE IMPACT:**

**Total**  **\$100.00**

Insert additional funding source

**Related Financial/FTE Comments:**

CCRRA is issuing the permit to Carver County for \$100 per 2017 Fee Schedule

*Office use only:*

RBA 2017 - 4829

# Exhibit B



## BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: \_\_\_\_\_

Resolution No.: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

**WHEREAS**, Carver County desires to reconstruct County Road 30 on Carver County Regional Rail (CCRRA) property; and

**WHEREAS**, CCRRA requires Carver County pass a resolution assuming responsibility for the road and is assuming responsibility for the permits required for the construction of the road; and

**NOW, THEREFORE BE IT RESOLVED**, Carver County as the Permittee of County Road 30 on CCRRA property assumes responsibility for the road and is assuming responsibility for the permits required for the construction of the road.

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 \_\_\_\_ day of \_\_\_\_, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agreement with Bolton and Menk for Design of the CSAH 33 / CSAH 34 Intersection Improvement Project**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="7/11/2017"/>
Contact: <input type="text" value="Dan McCormick"/> Title: <input type="text" value="Transportation Manager"/>	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:**

This professional services agreement is for the development of preliminary and final engineering design plans for a \$1.6 million MnDOT Highway Safety Improvement Program (HSIP) project with a Grant Award (FY 2019) for roundabout safety improvements at the intersection of County Highway 33/34. A fatal crash occurred there in 2013 and interim safety measures were deployed pending further evaluation and funding opportunities.

Two proposals were solicited: one from Bolton and Menk, Inc. (BMI) and the other from Stonebrooke Engineering. Upon careful review, BMI was selected based on cost, experience, and responsiveness. BMI has done similar type work for the County before and the County is in need of assistance with performing the various services that are required as part of this project. BMI has prepared a proposal that will provide all the necessary services to fulfill the required design, documentation and coordination for this project and in accordance with the County's needs and MnDOT standards.

**ACTION REQUESTED:**

Approve a professional services agreement with BOLTON AND MENK INC for \$116,477 for the CSAH 33 / CSAH 34 Intersection Improvement Project, pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>				
<i>If "Other", specify:</i> <input type="text"/>	<b>County Dollars =</b>				
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<table style="width: 100%;"> <tr> <td style="width: 70%;">CSAH Regular Const.</td> <td style="width: 30%; text-align: right;">\$116,477.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$116,477.00</b></td> </tr> </table>	CSAH Regular Const.	\$116,477.00	<b>Total</b>	<b>\$116,477.00</b>
CSAH Regular Const.	\$116,477.00				
<b>Total</b>	<b>\$116,477.00</b>				

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4837

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval to contract with CAP AGENCY and Salvation Army for housing services.**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

This grant, in the amount of \$416,848, is from the MN Housing Finance Agency (MHFA). Funds from this grant will be used to provide housing and housing assistance to those in Carver and Scott county who are dealing with issues of homelessness and inadequate housing.

A LOI/RFP process on behalf of both Scott and Carver counties was completed to select sub-grantees. The CAP Agency, and Salvation Army were selected as the two sub-grantees to deliver grant services to the residents of Scott and Carver Counties. Carver County is the fiscal agent for this grant. The funds will be sent to Carver County from MHFA and in turn, Health and Human Services will distribute funds on a quarterly basis to the CAP Agency and Salvation Army.

**ACTION REQUESTED:**

Motion to accept grant from MHFA in the amount of \$416, 848 pending finalization of the contract review process.  
 Motion to contract with CAP AGENCY in the amount of \$343,348 pending finalization of the contract review process.  
 Motion to contract with Salvation Army in the amount of \$73,500 pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

**FUNDING**

<b>County Dollars =</b>	<b>\$0.00</b>
MHFA Dollars CAP Agency	\$343,348.00
MHFA Dollars SA	\$73,500.00
<b>Total</b>	<b>\$416,848.00</b>

Insert additional funding source

**Related Financial/FTE Comments:**

Carver County will receive \$416,848 from Minnesota Housing Finance Agency as the Grantee/Fiscal Agent for the FHPAP program. The CAP Agency will receive \$343,348, and the Salvation Army \$73,500, over the course of the biennium. No County levy dollars are required to execute these contracts.

Office use only:

RBA 2017 - 4846

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval to contract with Beacon Interfaith Housing Collaborative**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

In 2014, The Southwest Families Moving Forward Leadership Committee had been exploring ways to serve the Homeless population in Carver and Scott counties. They engaged Beacon Interfaith Housing Collaborative to implement the Families Moving Forward program. The program offers families experiencing homelessness hospitality, emergency shelter and a path to home with support services for stability. The night shelter program relies on the commitment and compassion of congregational volunteers. In the evenings, congregations take turns weekly to open their doors to welcome families, providing a safe place to sleep, hot meals, activities and friendship. Beacon arranges for transportation from the night shelter in the morning to a daytime program center and the return trip in the evening. During the day families use Beacon's Program Center as a hub. School buses pick up children for school or Head Start, and bring them back at the end of the day. Parents go to work, meet regularly with staff, search for housing and jobs, meet for financial literacy class, do laundry, make meals and care for their children. Beacon serves 4 families at any one time, for a total of approximately 16 families per year. They opened their doors in May of 2014.

**ACTION REQUESTED:**

Motion to contract with Beacon Interfaith Housing Collaborative pending finalization of the contract review process.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

\$63,200.00 for one year of programming to serve 1.37 Carver County Households per day.

*Office use only:*

RBA 2017 - 4844

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Out of state travel**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

May 16-18, 2017, marked the 5th annual Washington, D.C. Infrastructure Week. During this time, stakeholders were invited to highlight the critical importance of investing in and modernizing America's infrastructure. Commissioner Maluchnik recently attended this event in Washington but this was not listed as part of his 2017 conference and training budget. As required by County policy, Commissioner Maluchnik is requesting that this be included as part of his 2017 conference and training budget.

**ACTION REQUESTED:**

Approve Commissioner Maluchnik's attendance at NACo 2017 Infrastructure Week as part of his 2017 conference and training budget.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =  **\$400.00**

**FTE IMPACT:**

**Total**  **\$400.00**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4794



Dear Commissioner Maluchnik,

June 1, 2017

Thank you for joining us in Washington D.C. last month for NACo's Infrastructure Week 2017. With your participation, key lawmakers were helped to better understand the importance of local infrastructure and the need for a continued strong federal-state-local partnership. We look forward to building on this event's success as we continue to voice support for local infrastructure funding and increased local decision making authority. Thank you again for joining us and we look forward to seeing you at NACo's Annual Conference next month.

Sincerely,

A handwritten signature in blue ink that reads "Matt Chase".

Matt Chase

Executive Director

A handwritten note in blue ink that says "Thank You Again!" with a large arrow pointing to the left.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Charitable Gambling Application for Exempt Permit-Augusta Ball Club Inc**

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 Charitable Gambling application for Exempt Permit was received from the Augusta Ball Club Inc. They plan to hold a raffle on October 7, 2017 at the ball park located at 5950 Hampshire Rd, Chaska, MN 55318. This applicant has received this same type of license previously.

**ACTION REQUESTED:**

Approval to issue a Charitable Gambling License to the Augusta Ball Club Inc for a raffle to be held on October 7, 2017.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4816



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Charitable Gambling Application to conduct a Raffle in Carver County-St. John's UCC Women's Guild**

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 Charitable Gambling application to conduct a raffle in Carver County was received from St John's UCC Women's Guild. They plan to hold a raffle on September 17, 2017 at St John's UCC located at 12980 Co Rd 51, Norwood, MN 55368. This organization has not received this type of permit before.

**ACTION REQUESTED:**

Approval for St. John's UCC Women's Guild to conduct a raffle in Carver County on September 17, 2017

**FISCAL IMPACT:**  ▼  
If "Other", specify:

**FUNDING**

County Dollars =   
  
**Total**

**FTE IMPACT:**  ▼

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4817

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for an On Sale Liquor License including Sunday for LuceLine Orchard, LLC dba LuceLine Orchard**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

Richard Pawelk, owner of LuceLine Orchard, LLC dba LuceLine Orchard has applied for an On Sale Liquor License including Sunday. They are located at 2755 Rose Ave, Watertown. There are no delinquent taxes owing on the property.

**ACTION REQUESTED:**

Motion to approve the application for an On Sale Liquor License including Sunday for LuceLine Orchard LLC dba LuceLine Orchard pending all approvals.

**FISCAL IMPACT:**  ▼

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

License fee: \$552.00 - This license has been pro-rated for three months at which time it will be up for a full annual renewal.  
Annual fees are: On Sale Liquor License \$2,000.00 and Sunday On Sale \$200.00.

*Office use only:*

RBA 2017 - 4834

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Out of state travel**

Primary Originating Division/Dept: Sheriff

Meeting Date: 7/11/2017

Contact: Reed Ashpole  Title: Commander

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 Sheriff's office will be installing new inmate phone technology in 2017. The office is requesting two staff attend training in Dallas Texas to be trained on this new equipment.

**ACTION REQUESTED:**

Motion to approve out-of-state travel for two staff memmmbers to attend training in Dallas Texas.

**FISCAL IMPACT:** None

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

Securus corporation will provide travel, meals and lodging for this training on August 24-25,2017.

*Office use only:*

RBA 2017 - 4798

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Minnesota Solar Connection - Renewable Energy (Large Solar Energy System)**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

File #PZ20170021. The Planning Commission recommended denial of Minnesota Solar Connection's request for a Conditional Use Permit (CUP). Since the Planning Commission meeting on May 16, 2017, the property owners (Jeff & Christina Vinkemeier) have submitted an email (dated June 26, 2017) requesting the withdrawal of the Renewable Energy - Large Solar Energy System (LSES) application. Minnesota Solar Connection has indicated that it will no longer be pursuing the project. The Vinkemeiers have also enrolled the subject property in the Ag Preserve Program, further limiting the potential for a solar development.

**ACTION REQUESTED:**

Motion to acknowledge the withdrawal of the application and direct the staff to close File #PZ20170021 with no further action.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4828

**COUNTY OF CARVER**  
***PLANNING COMMISSION RESOLUTION***

**FILE #: PZ20170021**

**RESOLUTION #: 17-08**

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

**FILE #:** PZ20170021

**APPLICANT:** Minnesota Solar Connection (on behalf of MSC-Carver03, LLC)

**OWNER:** Jeffrey & Christina Vinkemeier

**SITE ADDRESS:** 13XXX Co Rd 50, NYA 55368

**PERMIT TYPE:** Renewable Energy – Large SES

**PURSUANT TO:** County Code, Section 152.039 (B)(2)(b)  
and 152.052

**LEGAL DESCRIPTION:** See attached Exhibit "A"

**PARCEL #:** 01-032-0230

**WHEREAS**, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of May 16, 2017; and,

**WHEREAS**, the Carver County Planning Commission finds as follows:

1. The subject property (approximately 50.46 acres) is owned by Jeff & Christina Vinkemeier and is located in the Northwest Quarter (NW¼) of Section 32, Benton Township. The proposed request is located on approximately 10± acres of the 50.46 acre parcel which consists of agricultural production land and is located in the Agricultural Zoning District, partially within the Shoreland Overlay District of Bevens Creek (classification of a protected watercourse), FEMA Floodplain, and the CCWMO (Bevens Creek watershed).
2. The applicant, Minnesota Solar Connection, LLC, (also known as MCS-Carver03, LLC) is requesting to construct, operate (by lease), and maintain up to a one (1) Mega-Watt (MW) Community Solar Garden (CSG) as a Renewable Energy (Large – Solar Energy System) Conditional Use Permit (CUP) on the subject parcel. The request is being proposed as part of Xcel Energy’s Community Solar Garden program, which was established by the State of Minnesota in 2013. The energy contract with Xcel Energy for this program is for a minimum of 25 years (the duration of the power purchase agreement with Xcel Energy), and may be extended if there is a viable off-take option at that time.
3. The proposed request is considered a Large Solar Energy System (LSES) based on the fact that the current (DC) rate capacity exceeds 100 kilowatts and would produce energy that would be added to Xcel Energy’s existing grid system. A Large SES requires a CUP pursuant to Section 152.039 and 152.052 of the Zoning Code.
4. The 2030 Carver County Comprehensive Plan identifies a land use summary table (similar to all Township land use tables), which was required by the Metropolitan Council. It is for informational purposes only and it is not a land use policy. Policy LU19 under the Agricultural Policy Area states that “certain other uses of land may be necessary or appropriate in the policy area”. Policy LU-16 under the Agricultural Policy Area states that “undue restrictions on solar access and renewable energy should be avoided”. The use of agricultural land is temporary in nature and the impervious areas would be minimal. The amount of long term agriculture land utilized for the large SES is small in relation to the total acreage of the Xcel Energy service area. These factors are compatible with the 2030 Comprehensive Plan.

5. The applicant has indicated the site was selected due to its solar resource (south-facing slope), physical characteristics (acceptable drainage and soil structure), and proximity to existing Xcel Energy electrical infrastructure and distribution lines. The land owners, Mr. & Mrs. Vinkemeier, have entered into a minimum 25 year lease agreement with Minnesota Solar Connection, LLC (MSC Land Holdings, LLC).
6. The applicant is proposing to construct and operate up to a one (1) mega-watt (MW) solar garden on the site. The major equipment components of the solar array are the solar modules (panels), inverter pad(s), single-axis tracking equipment, and interconnection equipment (utility poles). The total number of modules for the project would be approximately 4,086 (panels), in rows spaced at 16 feet apart. The panels are mounted on horizontal supports with sun tracking capabilities and may reach a height of approximately 9 feet above grade and the lowest height of approximately 3½ feet. The supports are attached to vertical steel posts (driven or screwed) into the ground at regular intervals. This installation method would require no excavation or concrete foundations on site; however, there would be a concrete pad at the transformer location. As proposed, there would also be twenty (20) 50kw inverters and one (1) billing meter pad. The number of inverter pads is subject to change based on Xcel Energy requirements. Electrical lines would be run underground to the inverters and/or meter pad which would also minimize grading work required for the installation of the solar array. There would also be utility construction lines (utility power lines) being installed in the general area of the proposed interconnection location at the north side of the operational area. These utility power lines are to help connect the CSG to the existing Xcel distribution line. The energy produced from the site would be fed into the existing Xcel transmission line (technically called “distribution line”) on the north side of County Road 50. The exact panel, array, inverter and electrical interconnection configuration and dimensions may change based on the actual equipment and manufacturer selection.
7. Minnesota Solar Connection is proposing to either drive or screw (metal posts) into the ground to support the single-axis tracking system. The piles are set at the appropriate depth to guarantee long-term stability and structural soundness, based on detailed structural and geotechnical analysis. The Carver County Zoning Code includes a standard which requires foundation posts to be installed using noise mitigating equipment such as a vibrating post driver or any other noise reduction method.
8. The applicant has indicated no substantial grading or filling is being proposed in the design of the solar array with the exception of a 12-foot wide access road. The applicant has also indicated that they do not envision the need for earth removal or addition of new material for the site, as their solar racking system can accommodate the current terrain; however, any/all grading would be pursuant to the final engineering design and building permit submittal.
9. According to the applicant, site operations (energy productivity) would be designed, approved, maintained, and monitored remotely using either radio transmission, satellite or some other means to be determined and approved by Xcel Energy. The CSG would operate 24 hours a day, 365 days a year once construction is completed. Traffic to the site would generally require approximately 10-12 visits for preventative maintenance, vegetation control, and /or potential repair on equipment. However, during construction (mechanical installation & electrical work), operating hours are proposed to be from sunrise to sunset, which would generate multiple trips to and from the site.
10. A six (6) foot high chain link fence (w/an additional 3-strand (1-foot) of barbed wire) would enclose the operational area for security and safety reasons. The applicant has indicated given the location of this project, the topography would provide significant screening of the project from view from the roadway and nearby homes. However, they are proposing to plant a minimum of ten (10) six-foot tall native evergreens on the northeast side of the project, to add additional screening of the solar project, as depicted on the site plan (dated: April 14, 2017). The south side of the solar array consists of Bevens Creek, wetlands, and the existing river bottom vegetation (i.e. trees, brush, etc.). The areas outside of the security fence, would remain in rotating crop production every year. The surrounding properties consist of agricultural farm fields, residential homes and farmsteads. It appears the closest residence is approximately 400 feet from the solar array; however, the Planning Commission finds that the screening along the north side of the project would be inadequate.

11. A copy of the applicants draft Interconnection Agreement (IA) and Statement of Work Requested (dated: February 13, 2017) have been provided as part of the application. Xcel Energy will be providing the results of the engineering study to inform the applicant of the cost estimate for engineering upgrades required to proceed with the proposed CSG project, where the project sits in the interconnection queue, and to identify the maximum generation capacity (in MW) which can be accommodated at the site location. After the IA study process, Xcel Energy would assign a design/construction engineer for the project and to move into detailed design, procurement, and construction for the interconnection work. Areas requiring upgrades to support the project include operational, ground referencing, system modifications including metering and distribution. If the applicant chooses to move forward with the project, Xcel Energy requires the name of the corporation or LLC on the Interconnection Agreement must be registered with the Minnesota Secretary of State and documentation provided to Xcel Energy.
12. Minnesota Solar Connection would take on the responsibility and costs of the decommissioning of the site at the end of the operational life of the CSG. The project site would be restored to pre-construction conditions after removal of the structures, foundations and restoration of soil and vegetation. All equipment would be removed from the site within 180 days of termination of the lease agreement, or within six (6) months of the conclusion of the useful life of the project, or twelve (12) consecutive months of the cessation of electrical generation. The applicant has described the decommissioning plan in detail by providing guidelines for removal of equipment, restoration of the site and a financial plan to ensure funds are available for removal. The applicant has indicated that the CSG consists of numerous recyclable materials (i.e. glass, semiconductor materials, steel, aluminum, copper, and plastics). The decommissioning of the project would proceed in reverse order of installation. The landowner would be the designated beneficiary of the decommissioning funds. The exact amount to be allocated for decommissioning will be determined by a 3<sup>rd</sup> party and updated every 10 years after Year 10 to reassess the difference between the estimated commissioning costs and salvage value. MSC believes that reassessing the decommissioning and salvage values every 10 years is prudent as technology, costs and market conditions may change. The escrow or security would be held, administrated, and disbursed by a title company, bank or other qualified escrow agent mutually satisfactory to MSC and the applicable landowner. The operational plan appears to satisfy the decommissioning standard.
13. The applicant has referenced a pre-construction emergency contact in their operational plan update (dated: May 9, 2017); however, Carver County would also like the applicant to provide an emergency/response plan “Maintenance & Operational Plan”. The applicant would need to provide a detailed emergency/response plan which lists local and qualified contractors by contact name and number for the responsible party as it pertained to drainage, weed maintenance, screening, site maintenance, stray voltage, etc. Many of the site subcontractor details are not addressed until a solar company and Xcel Energy have reached the final design plan phase for a project; therefore, a requirement of the conditional use permit would be that the applicant submit (to the Carver County Land Management Department) the list of emergency contacts (during the construction phase) with an emergency plan prior to the issuance of any building permits for the project, and/or prior to beginning any construction activities on the subject parcel. The Permittee would also need to provide an emergency plan listing contacts for the on-going maintenance/operations after construction is completed. This plan would be submitted within 30-days of receiving the Building Permit Certificate of Occupancy (C.O.). The Operational Plan provides the contact information for any maintenance and emergency issues, which would be attached and become a part of the permit as well as be posted at the entrance to the site. The signage with referenced information would be placed on the security fencing at this location (entrance). All signage posted on site shall be in compliance with Chapter 154 – Sign Regulations. Internal signage would be required for labeling of electrical equipment to provide safety and support good practices.
14. The applicant has completed a preliminary drainage report as part of the submitted applicant, which would need to be reviewed and approved, prior to construction, by the CCWMO as part of their stormwater management standards. The applicant has indicated that one (1) drainage tile is known to exist on the property. That tile line runs north-northeast to south-southwest near the edge of the project site. Prior to construction, the drain tile(s) would be mapped based on all existing information and potentially field locating. However, in the event an identified and/or unidentified tile line is damaged, the permittee would consult with a local excavation contractor(s) and property owner(s) to finalize a new drain tile plan.

15. The Carver County Planning and Water Management Department (CCWMO) and Carver Soil & Water Conservation District (SWCD) would be reviewing the project with respect to the County Water Rules (Chapter 153), and for site stabilization requirements and Best Management Practices (BMP's). The applicant would be required to comply with any/all permitting requirements.
16. The applicant has committed to using pollinator-friendly vegetation mix underneath the solar panels and in the surrounding areas within the project site. Minnesota Solar Connection would contract with a local company to ensure ground cover at the site is maintained and mowed. The seed mix would be designed with goals to minimize maintenance costs, withstand harsh climate, minimize erosion, improve water quality, and infiltrate storm water runoff. Final implementation of the seeding plan shall be subject to review/recommendations by the CCWMO.
17. Access to the site has been proposed as a 12-foot wide entrance off of Co Rd 50 which would connect to a service road with an emergency vehicle turnaround. Parking during construction and during maintenance would be entirely within the site. The Carver County Public Works Department would review the request as the road authority for construction of the access off of County Road 50. According to the applicant, an access permit application would be submitted and approved by the county prior to construction.
18. The applicant has indicated that Minnesota Solar Connection, LLC is committed to meet the Minnesota State requirements for liability insurance coverage. County Land Management has not received their Certificate of Liability Insurance (including general liability coverage) or their workers compensation insurance. However, the state guidelines require the Permittee to maintain a comprehensive public liability insurance policy which is written by an insurance carrier and must be authorized by law. Carver County Land Management would require to be an additional insured on the Commercial General Liability Policy.
19. Neighboring property owners provided public testimony, at the Planning Commission meeting on May 16, 2017, regarding the incompatibility of the proposed use with the neighborhood and the negative impact on property values. Concerns were cited regarding the lack of screening along the northerly project of the project.
20. Testimony was also received, during the May 16, 2017 Planning Commission meeting, from neighboring property owners expressing concerns about the potential for stray voltage. Concerns include the increase in stray voltage potential for neighboring properties and two (2) dairy operations in the area.
21. The Benton Town Board reviewed the request during their March 9, 2017, Town Board meeting and provided a recommendation of denial for the request with the following comments (see attached):
  - a. Two (2) dairy farms are operating within ½-mile radius of the proposed site, and stray voltage will be an ongoing concern.
  - b. Solar farms are not included in the Twp. 2040 Comprehensive Plan.
  - c. The acreage is zoned agricultural and the proposed site will remove prime farm land from production. Benton Township hopes to remain agricultural.
  - d. Five (5) residents which attended a recent Township meeting were polled, and all were opposed to proposed project.
22. Pursuant to Section 152.251 REQUIRED FINDINGS of the Carver County Zoning Code, an order for the issuance of a CUP or IUP can be adopted only if all ten (10) Findings of Fact (A-J) can be found as fact. Any conditions imposed by the permit or actions required as part of the order shall be considered in making findings. The request does not meet the required Findings of Fact pursuant to Section 152.251 (B)(I) as follows:
  - (B) **The conditional or interim use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted.**
    1. Based on public testimony, the request may be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted including animal agriculture, residential homes, and farms.
  - (I) **The use or development is compatible with the land uses in the neighborhood.**
    1. Based on concerns regarding the potential for stray voltage, the proposed use would not be compatible with the adjacent dairy operations, and it may decrease surrounding property values.



**THEREFORE, BE IT RESOLVED,** THAT The Carver County Planning Commission hereby recommends denial of the subject permit for a Large Solar Energy System (SES) - Conditional Use Permit on the land described in Exhibit "A" of the permit application.

**ADOPTED** by the Carver County Planning Commission this 16<sup>th</sup> day of May, 2017.

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Jim Burns  
Planning Commission Chair

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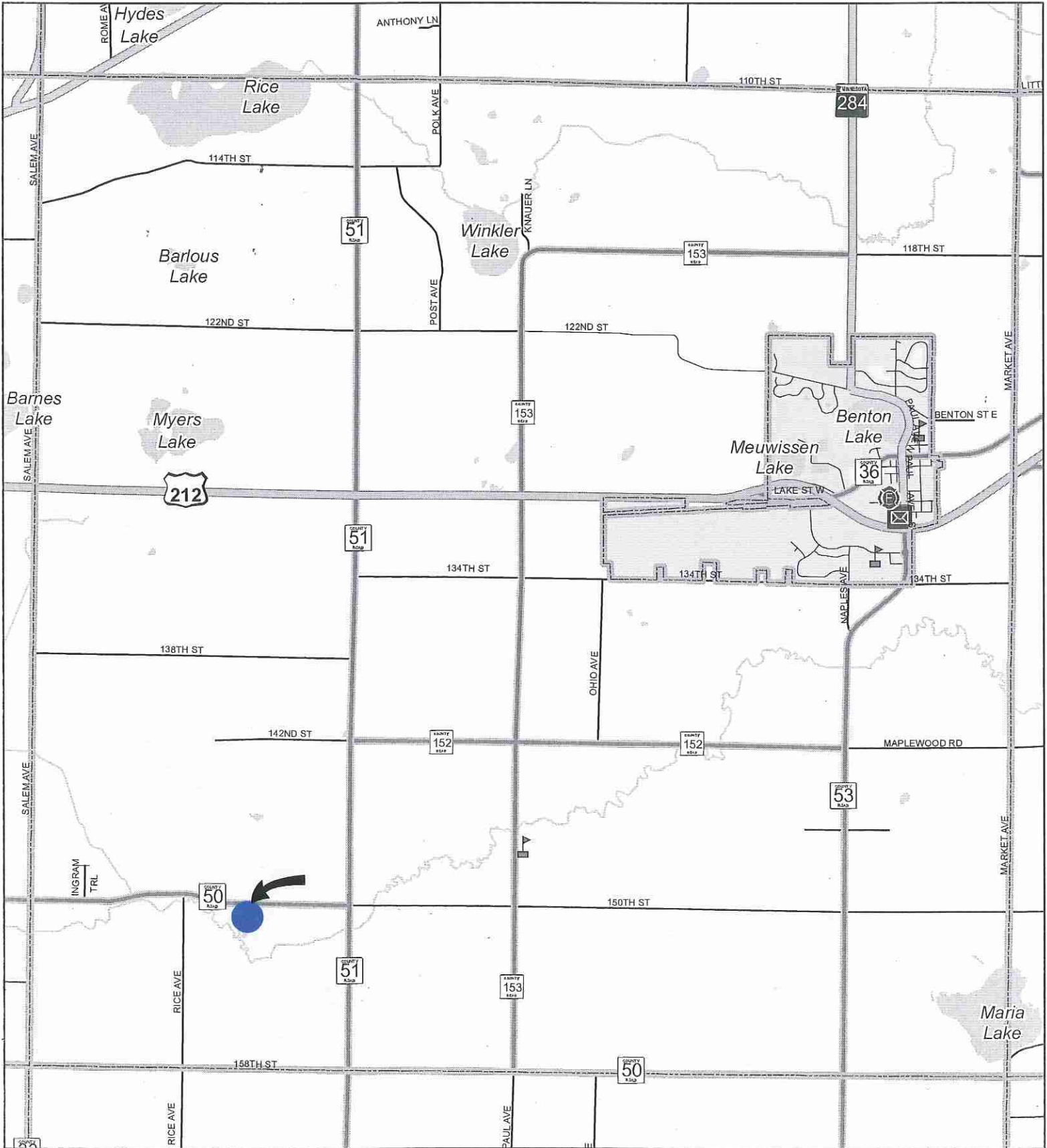
**From:** Tina Vinkemeier [<mailto:vinkemeierzoo@yahoo.com>]  
**Sent:** Monday, June 26, 2017 9:19 AM  
**To:** Jason Mielke  
**Subject:** Re: Carver County requesting a withdrawal letter

To Carver County Board of Comissioners

I would like to withdraw my application for conditional use permit #PZ20170021 for the solar project. I have enrolled the parcel in ag preserve and no longer wish to pursue the solar project.

Thank you  
Jeff Vinkemeier

# BENTON TOWNSHIP



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



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution to Support 2 GreenCorps Temporary Staff Members**

Primary Originating Division/Dept: <input type="text" value="Public Services - Planning &amp; Water Mgmt"/>	Meeting Date: <input type="text" value="7/11/2017"/>
Contact: <input type="text" value="Paul Moline"/> Title: <input type="text" value="PWM Manager"/>	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 checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

Minnesota GreenCorps is part of the larger federal AmeriCorps program. The program places AmeriCorps members with host organizations to assist in addressing a variety of environmental management needs.

Environmental Services has participated in the program in the past, hosting staff persons on three occasions since 2010. Both the Environmental Services Dept (ES) and the Planning and Water Management Dept (PWM) submitted applications and were approved for positions for the 2017 – 2018 program year. The costs to Carver County are limited to in-kind training, supervision, office space/equipment, and potentially some minor incidental costs (mileage, training). GreenCorps members are paid a salary via the AmeriCorps program.

Each department will host a GreenCorps member. The ES GreenCorps member would be involved in assisting ES staff members in researching means of increasing residential recycling, assisting area schools in setting up or expanding organic waste composting and recycling programs, and assisting with in-house and Parks Department recycling and composting programs. The PWM GreenCorps member would assist with evaluation of the WMO stormwater program including re-use monitoring and analysis, stormwater project case studies, and development of water education programs.

The MPCA administers the program. It requires that finalists submit a resolution of support from their governing body and sign a grant agreement. Attached is a draft County Board Resolution expressing support for hosting the two GreenCorps members.

**ACTION REQUESTED:**

Motion to approve the proposed Resolution of Support for hosting two GreenCorps members and authorize signature of the grant agreement, pending completion of the County's contract review process.

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

**Related Financial/FTE Comments:**

In-kind match provided by the County through supervision, use of equipment, and space. Any minor incidental expenses (mileage, training) will be paid from existing ES and PWM budgets. The temporary GreenCorps members will not be employees of Carver County.

*Office use only:*

RBA 2017 - 4842

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

MOTION BY COMMISSIONER \_\_\_\_\_

SECONDED BY COMMISSIONER \_\_\_\_\_

WHEREAS the Environmental Services and Planning and Water Management Departments of the Carver County Public Services Division have applied to host two AmeriCorps member from the Minnesota GreenCorps, a program of the Minnesota Pollution Control Agency (MPCA), for the 2017-2018 program year; and

WHEREAS if the MPCA selects Carver County, the County is committed to implementing the proposed project as described in the host site applications and in accordance with pre-scoped position description; and

WHEREAS the MPCA requires that the Environmental Services and Planning and Water Management Departments of the Carver County Public Services Division enter into a host site agreement with the MPCA that identifies terms, conditions, and roles and responsibilities;

NOW, THEREFORE, BE IT RESOLVED THAT Carver County, through the Public Services Division, hereby agrees to enter into and sign a host site agreement with the MPCA to carry out the member activities specified therein and to comply with all of the terms, conditions, and matching provisions of the host site agreement and authorizes and directs the Assistant County Administrator to sign the grant agreements on its behalf.

YES

ABSENT

NO

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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 \_\_\_ of \_\_\_\_\_, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

\_\_\_\_\_  
County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Convert 2 part-time librarian positions into a full-time position**

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:**

The staff is recommending that two vacant part-time librarian positions be combined into one full-time librarian position. Filling part-time librarian positions has proven extremely difficult, as applicants in this profession tend to want full-time positions. Moreover, successful applicants leave quickly for full-time positions. The staff would like to reduce turnover in the positions and spend less time recruiting. These two positions have been vacant a total of seven times in the past 18 months. Combining the positions would provide more stability and provide better candidates. The new full-time position would work in the Norwood Young America and Watertown libraries.

**ACTION REQUESTED:**

Motion to approve combining the Norwood Young America and the Watertown vacant part-time librarian positions to create a 1.0 full-time equivalent (FTE) librarian position.

**FISCAL IMPACT:**

**FUNDING**

*If "Other", specify:*

County Dollars =  **\$0.00**

**FTE IMPACT:**

**Total**  **\$0.00**

Insert additional funding source

**Related Financial/FTE Comments:**

In combining the two vacant librarian positions (one is currently at 24 hours per week and one is at 28 hours per week) to create a 40 hour librarian positions, the funds available from the 12 remaining hours would fund the benefits package for the position. As a result, this proposed change would be budget neutral.

*Office use only:*

RBA 2017 - 4799

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Information Technology Staff Restructuring**

Primary Originating Division/Dept: <input type="text" value="Public Services - IT"/>	Meeting Date: <input type="text" value="7/11/2017"/>
Contact: <input type="text" value="Peter Henschel"/> Title: <input type="text" value="Chief Information Officer"/>	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: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government"/>	

**BACKGROUND/JUSTIFICATION:**

Information Technology is requesting that the Board approve the creation of a 1.0 full-time equivalent (FTE) Lead Project Manager (LPM) position. Once the position is filled, the staff would eliminate one 1.0 full-time equivalent (FTE) Business Analyst position.. The primary role of the new lead position would be to focus on high-profile IT projects that have large and complex budgets, contracts, schedules, and technical requirements. This recommendation stems from the staff assessment of IT conducted over the past year. Filling this proposed Lead Project Manager position would enable IT to deliver better project management to the most important projects in the County. This position would require a higher level of experience and expertise than the Business Analyst position. The cost for the Lead Project Manager would be about \$5,800/year higher than the Business Analyst. (A budget amendment accompanies this RBA to transfer \$5,800 from IT Professional Services budget to the personnel budget to fund the difference between the two positions.)

As part of the IT restructuring, the staff also recommends moving the Database Administrator (DBA) from the Application Services Team to the Development and GIS Services Team. This move would provide for better management and coordination of DBA activities and increase internal workflow efficiency. Similar to the change above, this move would position IT to provide improved service and project delivery. The recommended change carries no cost or FTE impact.

**ACTION REQUESTED:**

Motion to create a new Lead Project Manager position, eliminate one Business Analyst position once the LPM was hired, and move the Database Administrator from Application Services to Development and GIS Services.

<b>FISCAL IMPACT:</b> <input type="text" value="Budget amendment request form"/>	<b>FUNDING</b>										
If "Other", specify: <input type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><b>County Dollars =</b></td> <td><input type="text"/></td> </tr> <tr> <td>Business Analyst</td> <td style="text-align: right;">(\$92,383.00)</td> </tr> <tr> <td>Lead Project Manager</td> <td style="text-align: right;">\$98,247.00</td> </tr> <tr> <td>IT Professional Services</td> <td style="text-align: right;">(\$5,864.00)</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> </table>	<b>County Dollars =</b>	<input type="text"/>	Business Analyst	(\$92,383.00)	Lead Project Manager	\$98,247.00	IT Professional Services	(\$5,864.00)	<b>Total</b>	<b>\$0.00</b>
<b>County Dollars =</b>	<input type="text"/>										
Business Analyst	(\$92,383.00)										
Lead Project Manager	\$98,247.00										
IT Professional Services	(\$5,864.00)										
<b>Total</b>	<b>\$0.00</b>										
<b>FTE IMPACT:</b> <input type="text" value="Other staffing change (grade, classification, hours, etc.)"/>	<input checked="" type="checkbox"/> Insert additional funding source										

**Related Financial/FTE Comments:**

Eliminating a Business Analyst position would save \$92,383. The new Lead Project Manager position, with benefits, is estimated to cost \$98,247. A 2017 budget amendment is requested to move \$2,435 from IT Professional Services budget to the IT personnel budget to cover the cost difference for the remainder of 2017. \$5,846 will be moved from IT Professional Services budget in 2018 to cover the cost difference for the entire 2018 budget year.

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Information Technology Services Restructuring

Department:

Meeting Date:

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:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Salaries	01-049-064-0-6111	\$2,435.00	Professional Services	01-049-064-0-6260	\$2,435.00
<b>TOTAL</b>		\$2,435.00	<b>TOTAL</b>		\$2,435.00

Reason for Request:

Information Technology is requesting that a 1.0 FTE Business Analyst position be eliminated and replaced by a new 1.0 FTE Lead Project Manager. The cost for the Lead Project Manager is about \$5,846/year higher than the Business Analyst. IT anticipates to hire this position in August and the prorated cost for 2017 would be \$2,435. IT is requesting to transfer \$2,435 from IT Professional Services budget into salaries to fund the difference between the two positions.



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Reclassification of SWIII to School Linked Therapist**

Primary Originating Division/Dept: <input type="text" value="Health &amp; Human Services"/>	Meeting Date: <input type="text" value="7/11/2017"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text"/>	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="Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government"/>	

**BACKGROUND/JUSTIFICATION:**

There is a current Social Worker III position held by an incumbant employee in the School Linked Services Unit. All other positions in this unit are classified as a School Linked Therapist, which is the same pay grade as SWIII. The incumbant SWIII performs the same duties as a School Linked Therapist. We are requesting to reclassify this SWIII position to School Linked Therapist for reasons of organizational simplification. The incumbant SWIII is in agreement with this reclassification. The proposed reclassification does not include any changes to FTE assignment, staff schedules, unit configuration, or work assignments.

**ACTION REQUESTED:**

Motion to approve rclassifying the Current SWIII position in the School Linked Services Unit to School Linked Therapist.

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

**Related Financial/FTE Comments:**

No additional costs are incurred for this reclassification.

*Office use only:*

RBA 2017 - 4821

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of the 2017-2018 Teamsters Non-Licensed Management Collective Bargaining Agreement**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="7/11/2017"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Director"/>	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: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government"/>	

**BACKGROUND/JUSTIFICATION:**

Teamsters Non-Licensed Management Bargaining Unit and the County have completed negotiations for the successor collective bargaining agreement (CBA) and the membership has ratified the 2017 – 2018 CBA.

Highlights and the major changes in terms and conditions are:

- Two year agreement
- Implement new 2017 salary ranges based on class and comp study
- GA 2017: 2% for solid performer and higher, effective the first full pay period in March 2017
- PFP 2017: 0%, 1%, 2%, 3% effective the first full pay period in March 2017
- No employees in this bargaining unit were slated to receive a market adjustment related to the class and comp study methodology. For class and comp implementation, employees who have completed ten years of service or more in the classification will receive a one-time base rate adjustment equivalent to \$1000 annual, effective the first full pay period in March 2017. Employees who have completed less than ten years of service in the classification will receive a one-time base rate adjustment equivalent to \$500 annual, effective the first full pay period in March 2017.
- Implement salary ranges as established by County Board effective January 1, 2018
- GA 2018: 2% for solid performer and higher, effective first full pay period in January
- PFP 2018: 0%, 1%, 2%, 3% effective first full pay period in March – with pay-for-performance compensation base/lump sum split implemented in 2018
- Insurance 2017: Incorporate MOA maintaining County contributions same as in 2016
- Insurance 2018: Maintain same County contributions as in 2017

**ACTION REQUESTED:**

Motion to approve the Teamsters Non- Licensed Management 2017 – 2018 Collective Bargaining Agreement

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$21,680.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<b>Total</b> <input type="text" value="\$21,680.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4836

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Create 1.0 FTE Child Care Specialist from two 0.5 FTE positions in Workforce Services**

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:**

Workforce Services Unit currently has a 0.5 FTE Child Care Specialist position and a 0.5 FTE Support Specialist position. The Child Care Specialist position was recently made vacant through a retirement. To better serve the needs of the clientel and the Agency, it is proposed to to eliminate the 0.5 FTE Support Specialist position and add the corresponding funds to the vacant 0.5 Child Care Specialist positon to create a new 1.0 FTE Child Care Specialist.

The cost of the new 1.0 FTE positon is \$75,460. This would be covered by current levy dollars of \$60,937.00, and \$14,523.00 of funds from our Basic Sliding Fee Child Care State allocation. No new levy dollars are required for this change.

**ACTION REQUESTED:**

Motion to approve creation of 1.0 FTE Child Care Specialist in Workforce Services unit.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	<input type="text" value=""/>
Basic Sliding Fee	\$14,523.00
<b>Total</b>	<b>\$14,523.00</b>

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

No new levy dollars required, the budgt amendment includes the additional revenue needed to offset the FTE change.

*Office use only:*

RBA 2017 - 4849

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Create 1.0 FTE Child Care Specialist from two 0.5 FTE positions in Workforce Services

Department:

Meeting Date:

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:

DEBIT		
Description of Accounts	Acct #	Amount
salaries	11-422-700.6111	\$75,460.00
<b>TOTAL</b>		\$75,460.00

CREDIT		
Description of Accounts	Acct #	Amount
salaries	11-422-700.6112	\$60,937.00
basic sliding fee- state	11-454-721.5371	\$7,262.00
basic sliding fee- federal	11-454-721.5454	\$7,261.00
<b>TOTAL</b>		\$75,460.00

Reason for Request:

Creation of a 1.00 FTE Child Care Specialist

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Ordinance No. 84-2017 Amending the County Zoning Code**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

File #OA-PZ20170023. The Planning Commission recommended approval of several text amendments (additional standards) to Section 152.039(B)-- Renewable Energy Solar Energy System (SES) -- of the County Zoning Code. The additional standards include: a cap of 1 megawatt (MW); a 1-mile separation between community solar gardens; a requirement for a professional landscaping and screening plan; a minimum of a 50-foot setback from property lines and public right-of-ways; and a minimum of a 500-foot setback from neighboring (non-participating) residences. The amendments provide for more restrictive standards, which are intended to reduce the size and density (and prevent co-location or clustering) of large solar arrays in the Ag Zoning District, improve and enhance compatibility with adjacent residential and agricultural land uses, and preserve the future rural character of the "neighborhood". The County Attorney's Office has reviewed the proposed ordinance language. The Planning Commission Resolution is attached. The proposed County Board Resolution and draft Ordinance No. 84-2017 are also attached for the Board's consideration.

**ACTION REQUESTED:**

Motion to open the public hearing. Motion to close the public hearing. Motion adopting a resolution enacting Ordinance No. 84-2017, amending Chapter 152, the County Zoning Code.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4825

**COUNTY OF CARVER**  
**PLANNING COMMISSION RESOLUTION**

**FILE #: OA-PZ20170023**

**RESOLUTION #: 17-07**

**FILE #:** OA-PZ20170023

**INITIATED BY:** County Board; April 25, 2017 Work Session

**TYPE:** Ordinance No. 84-2017 to amend Section 152.039(B) of the County Code

**PURSUANT TO:** County Zoning Code, Chapter 152

**LEGAL DESCRIPTION:** County-wide

**REGARDING:** Ordinance No. 84-2017

**WHEREAS**, said amendments were duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of June 20, 2017; and,

**WHEREAS**, the Carver County Planning Commission finds as follows:

1. Carver County Land Management and the Carver County Attorney’s Office have drafted language to be considered for proposed Ordinance No. 84-2017. The purpose of the Ordinance would be to amend Section 152.039(B) *Solar energy system (SES)*, of the County Zoning Code.
2. The County Board of Commissioners initiated the amendment process at their April 25, 2017, Work Session. The specific standards addressed by the Planning Commission, are as follows: a cap of 1 megawatt (MW); a 1 mile separation distance between solar gardens; a requirement for a professional landscaping/screening plan; a minimum of a 50 foot setback from property lines and public right-of-ways; and a minimum of a 500 foot setback from neighboring (non-participating) residences.
3. The public hearing notice for the proposed text amendments was published in the Chaska Herald (official newspaper) and several other local newspapers, and it was sent to all of the townships and cities within the County. Prior to the adoption of an official control, a public hearing would be scheduled at the County Board and the hearing notices would be properly titled “intent to enact” an ordinance.
4. Ordinance No. 84-2017 provides for a number of text amendments to Section 152.039 Renewable Energy, of the Zoning Code. The amendments provide for more restrictive standards, which are intended to reduce the size and density (prevent co-location or clustering) of large solar arrays in the Ag Zoning District, improve/enhance compatibility with adjacent residential and agricultural land uses, and preserve the future rural character of the “neighborhood”.
5. Copies of the proposed Ordinance No. 84-2017 are available at the Land Management Department, or by calling (952) 361-1820. Information may also be obtained by going to the Planning Commission webpage at: <https://www.co.carver.mn.us/departments/public-services/land-management/zoning/planning-commission>.
6. The proposed amendments are in conformance with the 2030 Comprehensive Plan. The amendments are not in conflict with any other official controls and they will not be detrimental to the health, safety or general welfare.

**THEREFORE, BE IT RESOLVED**, THAT The Carver County Planning Commission hereby recommends the adoption of Ordinance No. 84-2017 for the text amendments to Chapter 152, the County Zoning Code.

**ADOPTED** by the Carver County Planning Commission this 20<sup>th</sup> day of June 2017.

DocuSigned by:

*Jim Burns*

Jim Burns

Planning Commission Chair

6/28/2017 | 11:02:01 AM PDT

**COUNTY OF CARVER**  
**BOARD OF COMMISSIONERS**

DATE \_\_\_\_\_ RESOLUTION NO. \_\_\_\_\_

MOTION BY COMMISSIONER \_\_\_\_\_ SECONDED BY COMMISSIONER \_\_\_\_\_

**A RESOLUTION ADOPTING ORDINANCE NO. 84-2017**  
**AMENDING CHAPTER 152, COUNTY ZONING CODE**

**WHEREAS**, the Planning Commission held a public hearing at its regular meeting of June 20, 2017 and has adopted Resolution #17-07 recommending amendments to Chapter 152, the County Zoning Code; and,

**WHEREAS**, the text amendments to Section 152.039(B) *Solar energy system (SES)* will provide for more restrictive standards, which are intended to reduce the size and density (prevent co-location or clustering) of large solar arrays in the Ag Zoning District, improve/enhance compatibility with adjacent residential and agricultural land uses, and preserve the future rural character of the “neighborhood”, and;

**WHEREAS**, Ordinance No. 84-2017 has been reviewed as to form and content by the County Attorney’s Office, and;

**WHEREAS**, the Planning Commission’s recommendation, and other testimony were duly considered at a public hearing held by the Carver County Board at its regular meeting of July 11, 2017 and the County Board finds as follows:

1. The amendments are in conformance with the Comprehensive Plan.
2. The amendments are not in conflict with any other official controls.
3. The amendments will not be detrimental to the health, safety or general welfare.

**THEREFORE, BE IT RESOLVED, THAT** The Carver County Board of Commissioners hereby adopts Ordinance No. 84-2017, amending Chapter 152, the County Zoning Code.

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 \_\_\_\_\_ day of \_\_\_\_\_, 2017 now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017. \_\_\_\_\_  
County Administrator

**CARVER COUNTY, MINNESOTA  
ORDINANCE NO. 84-2017**

AMENDING CHAPTER 152 - ZONING CODE

**THE CARVER COUNTY BOARD OF COMMISSIONERS HEREBY ORDAINS:**

**SECTION 1.** Strikethrough signifies deleted language and underline is new language. The specified section of Chapter 152, the Carver County Zoning Code, shall be amended as follows:

**§ 152.039 RENEWABLE ENERGY.**

(B) *Solar energy system (SES).*

(1) *General provisions.*

(a) All SES shall be in compliance with any applicable local, state and federal regulatory standards, including the State of Minnesota Uniform Building Code, as amended; and the Minnesota State Electric Code, as amended.

(b) *Setbacks.* SES shall meet the structure setback requirements.

(c) *Approved solar components.* Electric solar system components shall have an Underwriters Laboratory (UL) listing.

(d) *Utility notification.* No grid-intertie photovoltaic system shall be installed until evidence has been given to the Department that the owner has notified the utility company of the customer's intent to install an interconnected customer-owned generator. Off-grid systems are exempt from this requirement.

(e) *Application.* An application to the county for a permit under this section is not complete unless it contains the following:

1. Site plan of existing conditions;
2. Site plan of proposed conditions;
3. Manufacturer's specifications and recommended installation methods for all major equipment, including solar panels, mounting systems and foundations for poles or racks;
4. The number of panels to be installed;
5. A description of the method of connecting the array to a building or substation;
6. A copy of the interconnection agreement with the local electric utility or a written explanation outlining why an interconnection agreement is not necessary; and
7. A decommissioning plan to ensure that facilities are properly removed after their useful life. Decommissioning of solar panels must occur in the event they are not in use for 12 consecutive months. The plan shall include provisions for removal of all structures and foundations, restoration of soil and vegetation and a plan ensuring financial resources will be available to fully decommission the site. The Board may require the posting of a bond, letter of credit or the establishment of an escrow account to ensure proper decommissioning.

(2) *Activities.*

(a) *Small SES.*

1. *Permitted use.* Small SES shall be permitted on parcels with an existing single-family home.
2. *Height.* Building or roof-mounted SES shall not exceed 35 feet. Ground-or pole-mounted SES shall not exceed 15 feet in height when orientated at maximum tilt.
3. *Maximum coverage.* Roof or building mounted solar systems, excluding building-integrated systems, shall not cover more than 80% of the south-facing or flat roof upon which the panels are mounted.

(b) *Large SES.*

1. *Conditional use.* Large SES shall be no more than 1 megawatt (MW) alternating current (AC) rated capacity, and shall be permitted with the issuance of a CUP pursuant to § 152.052.

2. *Standards.*

(i) *Foundations.* The manufacturer's engineer or another qualified engineer shall certify that the foundation and design of the solar panels is within accepted professional standards, given local soil and climate conditions.

(ii) *Power and communication lines.* Power and communication lines running between banks of solar panels and to electric substations or interconnections with buildings shall be buried underground. Exceptions may be granted by the Department in instances where shallow bedrock, water courses, or other elements of the natural landscape interfere with the ability to bury lines.



(iii) Foundation posts shall be installed using noise mitigating equipment such as a vibrating post driver or any other noise reduction method as may be stipulated by the CUP.

(iv) Operational area(s), including fencing and solar array, shall be located a minimum of 50 feet from adjacent property lines and/or public right-of-ways and 500 feet from neighboring (non-participating) residences.

(v) Solar array shall be located a minimum of 1 mile from any other permitted Large SES in the County.

(vi) A landscaping/screening plan and associated narrative shall be prepared by a licensed Landscape Architect for submittal with the application.

**SECTION 2 – EFFECTIVE DATE.** This Ordinance shall be in full force and effect upon the date of its passage.

Adopted by the County Board of Commissioners at a meeting held at the Carver County Government Center, Chaska, Minnesota, this 11<sup>th</sup> day of July, 2017.

\_\_\_\_\_  
Tim Lynch, County Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dave Hemze, County Administrator

\_\_\_\_\_  
Date

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Joint Powers Agreement with the City of Watertown for the Watertown Wetland Restoration Project**

Primary Originating Division/Dept: <u>Public Works - Program Delivery</u>	Meeting Date: <u>7/11/2017</u>
Contact: <u>Scott Smith</u> Title: <u>Design Engineer</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Scott A. Smith</u> Title: <u>Design Engineer</u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Carver County and the City of Watertown have been collaboratively working on a project that mutually benefits both agencies. Carver County will be restoring a wetland complex for wetland credits and the City of Watertown will be constructing a trail on approximately 80 acres of county and city property located within the city limits of Watertown. The project is located northeast of the CSAH 10 and 30<sup>th</sup> Street intersection. The City trail will be located outside the wetland restoration area. The Carver County Soil and Water Conservation District is assisting in the wetland restoration and banking process. The project is expected to create approximately 40 acres of new wetland credits.

This joint powers agreement (JPA) identifies the duties and responsibilities for construction of the wetlands as well as the trail. In addition, the City of Watertown will be transferring all City owned property to Carver County for wetland banking purposes. Carver County will then grant a trail easement to the City of Watertown. The JPA has been approved by the City of Watertown. The City will pay for trail related costs while Carver County will pay for the wetland restoration costs. The County will also contribute \$100,000 to the City costs of the project in exchange for the City owned property as agreed to in a previous agreement.

In addition to the engineering and construction costs shown below in the funding section, the County has acquired other parcels of property and performed some seeding on the site for a total cost to date of \$319,218.00. The total project cost of wetland restoration and trail construction including land acquisition, seeding, design and construction is expected to be approximately \$727,158.00. The City's share is approximately \$212,000.00 and the County's share is approximately \$515,158.00.

The County has budgeted \$549,625.00 for the project. At current estimates the value of the new wetland credits will be in the range of \$2.4 to \$3.2 million (40 acres at \$60,000 - \$80,000 per acre).

Staff will provide an update on the project to the county board.

**ACTION REQUESTED:**

Motion to approve a joint powers agreement with the City of Watertown for construction of the Watertown Wetland Restoration Project.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$195,940.00</b>
City of Watertown	\$212,000.00
<b>Total</b>	<b>\$407,940.00</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

The total shown is for engineering and construction only. The County funds come from a variety of sources as listed in the attached budget table.

### 30th Street Wetland Restoration and Trails Project

07/06/2017

<b>City of Watertown</b>	<b>Total **</b>	<b>Subtotal</b>
Estimated Construction Costs	\$ 240,000.00	
Preliminary Engineering (Open House, Trail Evaluations, Grant Application)		\$ 28,800.00
Final Engineering Plans & Specifications		\$ 24,000.00
Construction Administration		\$ 19,200.00
Estimated Engineering, Admin, Legal	\$ 72,000.00	
County Contribution to City Costs	\$ (100,000.00)	
<b>Estimated City Project Costs</b>	<b>\$ 212,000.00</b>	

<b>Carver County</b>		
Estimated Construction Costs	\$ 68,000.00	
Preliminary Engineering (Assess Current System/Potential Improvement Options)		\$ 10,000.00
Final Engineering Plans & Specifications		\$ 12,500.00
Construction Administration*		\$ 5,440.00
Estimated Engineering, Admin, Legal	\$ 27,940.00	
County Contribution to City Costs	\$ 100,000.00	
<b>Estimated County Project Costs</b>	<b>\$ 195,940.00</b>	

\* Note included in original proposal

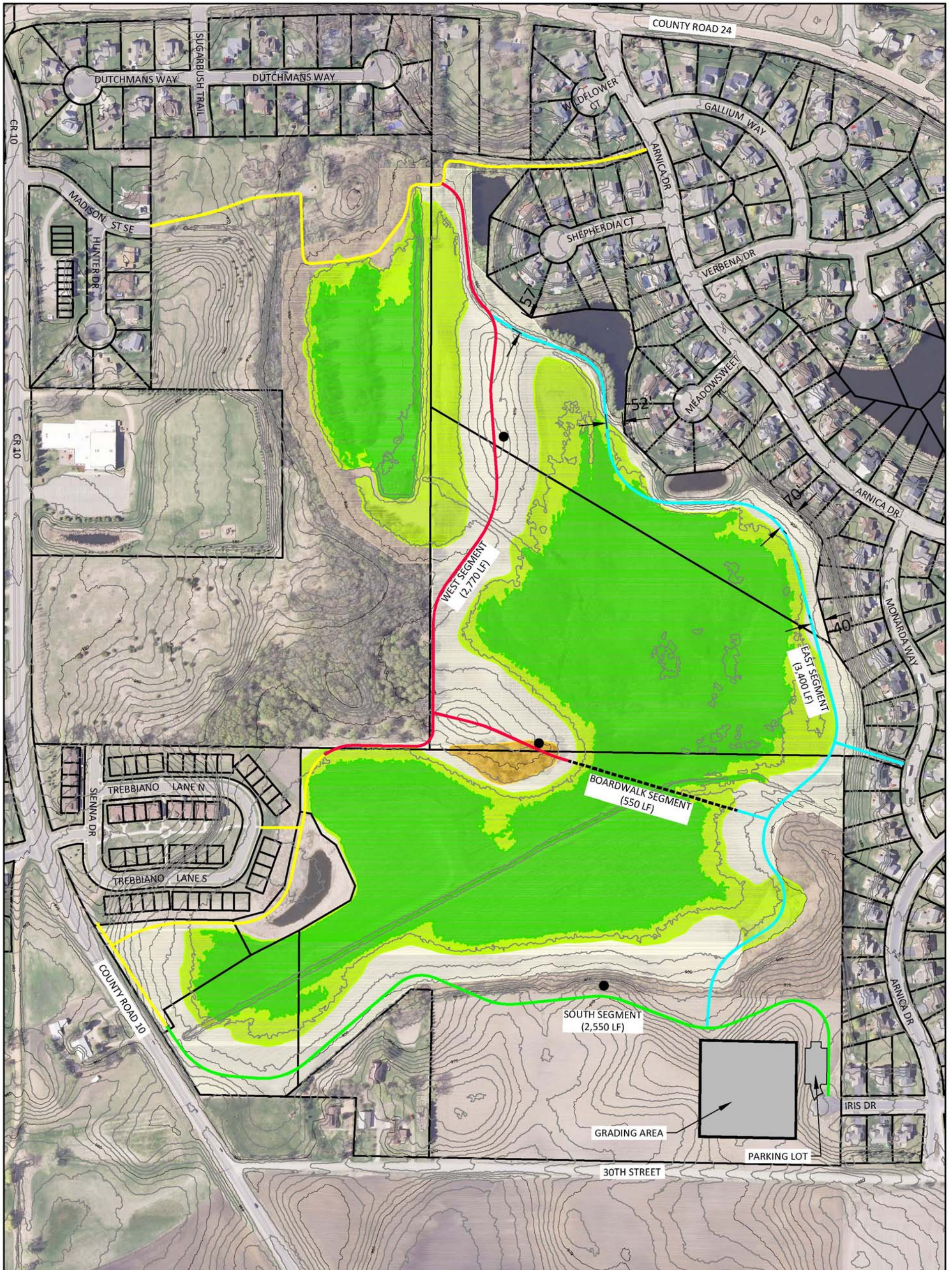
\*\*Estimates are based off of preliminary design concepts.

### Land Acquisition and Stewardship Costs

<b>Carver County</b>		
Roskes Parcel	\$ 200,000.00	
Real Estate Transaction Fee	\$ 5,084.00	
Nesvold Parcel	\$ 80,000.00	
Seed	\$ 34,134.00	
<b>Estimate County Land Acquisition and Stewardship Costs</b>	<b>\$ 319,218.00</b>	

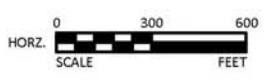
<b>Total Estimated County Costs</b>	<b>\$ 515,158.00</b>	
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**EXHIBIT A: Project Map**

LEGEND			
	EXISTING/ BY OTHERS		WETLAND POOL
	WEST SEGMENT		WETLAND EDGE
	SOUTH SEGMENT		PRAIRIE
	EAST SEGMENT		RESTORED WOODLAND
	BOARDWALK SEGMENT		EXISTING WOODLAND
	LOOKOUT/SITTING AREA		



CITY OF WATERTOWN, MINNESOTA  
30TH STREET WETLAND RESTORATION  
TRAIL ALIGNMENTS

JANUARY, 2017

FIGURE NO. 2

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**Watertown Wetland Restoration Project  
County Budget**

Item - Revenues	Actual
Existing Bond	\$ 316,000.00
City of Watertown for PW Facility	\$ 24,625.00
Turnback	\$ 59,000.00
WMO	\$ 50,000.00
R&B CIP Fund-8014	\$ 100,000.00
<b>Total Revenues</b>	<b>\$ 549,625.00</b>
Item - Expenses	Actual
Roskes Parcels	\$ 200,000.00
Real Estate Trans Fee	\$ 5,084.00
Trail Development - To City	\$ 100,000.00
Seed	\$ 34,134.00
Nesvold Property - 6 Acre Fee Title	\$ 80,000.00
<b>Total Expenses</b>	<b>\$ 419,218.00</b>
<b>Remaining Funds for County Project Costs</b>	<b>\$ 130,407.00</b>
<b>Estimate of County Construction and inspection Costs</b>	<b>\$ 95,940.00</b>
<b>Remaining Budgeted Funds for Contingencies</b>	<b>\$ 34,467.00</b>

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2017 Carver County 5 Year Bridge Resolution**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

In order for Carver County to receive state bridge bond funds and town bridge funds (townships), the Minnesota Department of Transportation State Aid Office requires the county board of commissioners to adopt a 5 year bridge resolution that lists the bridge replacement priority. This resolution will be updated and submitted annually to reflect changes in our priorities and bridge conditions. The costs listed are approximate and based on engineering judgment in some instances, and only reflect the anticipated construction costs. This resolution will be used by MnDOT to provide information to the state legislature on future state bridge bond requests.

**ACTION REQUESTED:**

Motion to adopt the 2017 Carver County 5 Year Bridge Resolution

**FISCAL IMPACT:**  ▼

*If "Other", specify:*

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<b>Total</b>	<input type="text" value="\$0.00"/>

**FTE IMPACT:**  ▼

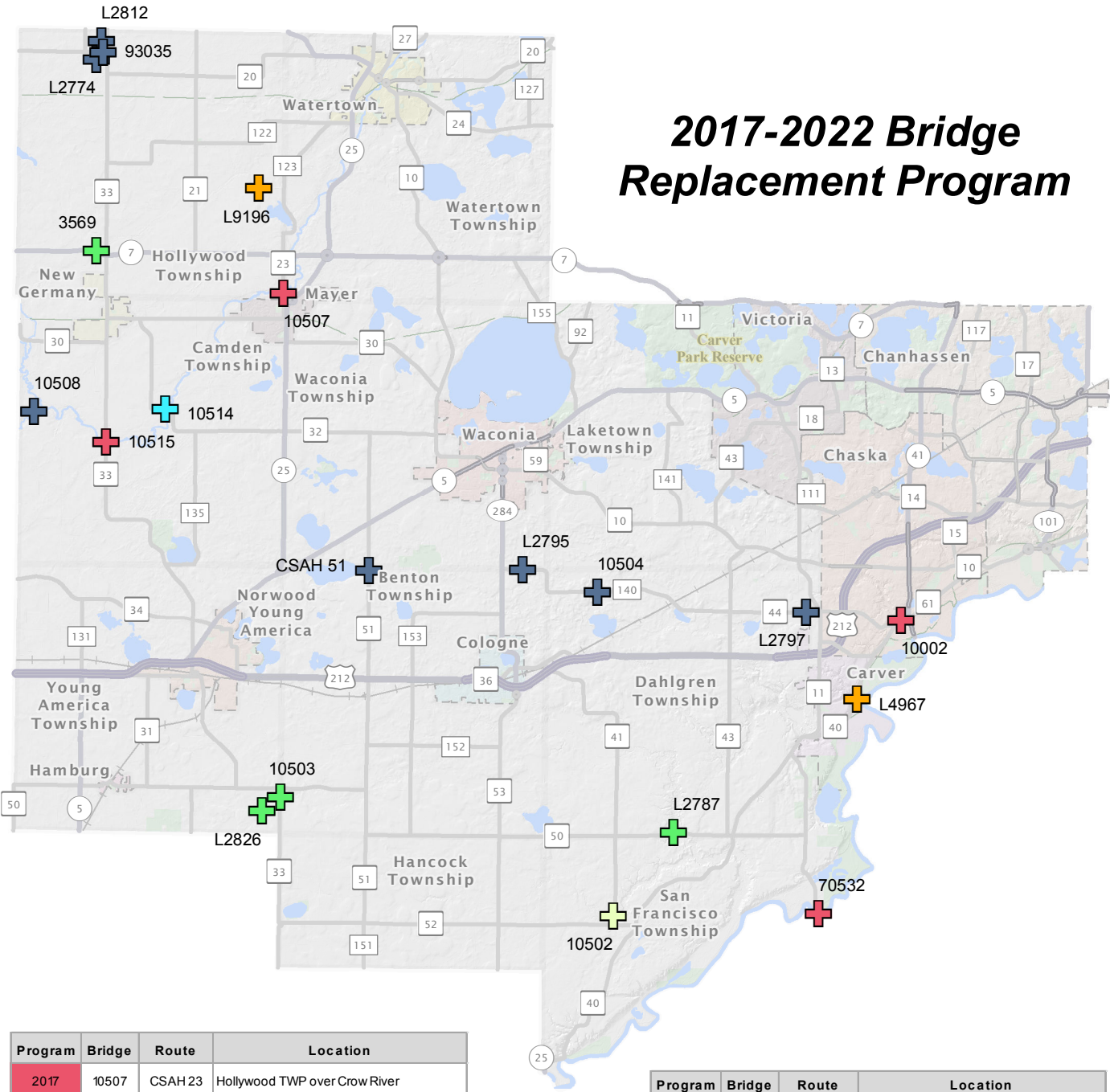
Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4835

# 2017-2022 Bridge Replacement Program



Program	Bridge	Route	Location
2017	10507	CSAH 23	Hollywood TWP over Crow River
2017	10515	CSAH 33	Camden TWP over Crow River
2017	70532	CSAH 11	San Francisco TWP over Minnesota River
2017	10002	CSAH 61	City of Chaska over Diversion Channel
2018	N/A	CSAH 51	Benton TWP over Carver Creek
2018	L2795	CR 140	Benton TWP over Carver Creek
2018	10504	CR 140	Dahlgren TWP over Carver Creek
2018	L2797	CSAH 44	Dahlgren TWP over Stream
2018	10508	84th Street	Camden TWP over Buffalo Creek
2018	93035	CSAH 20	Hollywood TWP over Joint Ditch #4

Program	Bridge	Route	Location
2018	L2774	Wagon Ave	Hollywood TWP over Joint Ditch #4
2018	L2812	16th Street	Hollywood TWP over Joint Ditch #4
2019	3569	53rd Street	Hollywood Station over Joint Ditch #1
2019	L2787	CSAH 50	Dahlgren TWP over Bevens Creek
2019	10503	CSAH 33	Benton TWP over Bevens Creek
2019	L2826	154th Street	Young America TWP over Bevens Creek
2020	10514	CSAH 32	Camden TWP over Crow River
2021	10502	CSAH 41	San Francisco TWP over Silver Creek
2022	L4967	3rd Street	City of Carver over Spring Creek
2022	L9196	42nd Street	Hollywood Twp over stream



Public Works Division  
 11360 Hwy 212, Suite 1  
 Cologne, MN 55322  
 (952) 466-5200  
 Created: 7/5/2017

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.

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: July 11, 2017

Resolution No: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

WHEREAS, Carver County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, utilizing bridge safety inspections and information provided by local citizenry and local units of government; and

WHEREAS, Carver County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years; and

WHEREAS, local roads play an essential role in the overall state transportation system and state support for the replacement and rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road system and is necessary for the County, Townships, and Cities to program bridge replacements of structures with sufficiency ratings less than 80; and

WHEREAS, Carver County has determined that the following bridges have sufficiency ratings less than 80 which are located on County State Aid Highways, County Highways, Township Roads and City Streets:

Program	Bridge	Route	Location	Structurally Deficient Sufficiency Rating	Local	Town Bridge	State Bridge Bond	State Aid	Total Cost
2017	10507	CSAH 23	Hollywood TWP over Crow River	Y - 69.0			147000	265000	412000
2017	*10515	CSAH 33	Camden TWP over Crow River	Y - 96.3				295000	295000
2017	**70532	CSAH 11	San Francisco Twp over Minnesota River	N - 94.8				325000	325000
2017	10002	CSAH 61	City of Chaska over Diversion Channel	Y - 29.7			316000	529000	845000
			<b>Totals</b>		<b>0</b>	<b>0</b>	<b>463000</b>	<b>1414000</b>	<b>1877000</b>
2018	N/A	CSAH 51	Benton TWP over Carver Creek				163000	480000	643000
2018	L2795	CR 140	Benton TWP over Carver Creek	Y - 39.7	200000		400000		600000
2018	10504	CR 140	Dahlgren TWP over Carver Creek	Y - 61.9	140000		465000		605000
2018	L2797	CSAH 44	Dahlgren TWP over Stream	Y - 39.7			200000	350000	550000
2018	10508	84th street	Camden Twp over Buffalo Creek	Y - 67.8	10000	571000			581000
2018	93035	CSAH 20	Hollywood Twp over Joint Ditch #4	Y - 67.6			150000	180000	330000
2018	L2774	16th St	Hollywood TWP over Joint Ditch #4	Y - 40.0	10000	447000			457000
2018	L2812	Wagon Ave	Hollywood TWP over Joint Ditch #4	Y - 42.9	10000	315000			325000
			<b>Totals</b>		<b>370000</b>	<b>1333000</b>	<b>1378000</b>	<b>1010000</b>	<b>4091000</b>
2019	3569	53rd Street	Hollywood Station over Joint Ditch #1	Y - 47.7	10000	571000			581000
2019	L2787	CSAH 50	Dahlgren TWP over Bevens Creek	Y - 52.1			241000	340000	581000
2019	10503	CSAH 33	Benton TWP over Bevens Creek	Y - 60.7			241000	340000	581000
2019	L2826	154th Street	Young America TWP over Bevens Creek	Y - 51.3	10000	571000			581000
			<b>Totals</b>		<b>20000</b>	<b>1142000</b>	<b>482000</b>	<b>680000</b>	<b>2324000</b>
2020	10514	CSAH 32	Camden TWP over Crow River	Y - 67.6			750000	1000000	1750000
			<b>Totals</b>		<b>0</b>	<b>0</b>	<b>750000</b>	<b>1000000</b>	<b>1750000</b>
2021	10502	CSAH 41	San Francisco Twp over Silver Creek	Y - 65.9			450000	650000	1100000
2022	L4967	3rd Street	City of Carver over Spring Creek	Y - 56.0	10000		640000		650000
2022	L9196	42nd Street	Hollywood Twp over stream	Y - 73.0	10000		100000	240000	350000
			<b>Totals</b>		<b>20000</b>	<b>0</b>	<b>740000</b>	<b>240000</b>	<b>1000000</b>

\* Not eligible for state bridge bond funds.

\*\* Not eligible for state bridge bond funds. Joint project with Scott County (Carver County cost share only shown).



NOW, THEREFORE BE IT RESOLVED that the above listed bridges are a high priority and Carver County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available; and

BE IT FURTHER RESOLVED that Carver County does hereby request financial assistance with eligible approach grading, bridge construction and engineering costs on the above listed bridges, as provided by law; and

BE IT FURTHER RESOLVED that Carver County commits that it will proceed with the design and contract documents for these bridges immediately after being notified that funds are available in order to schedule construction.

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 11th day of July, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 11th day of July, 2017.

\_\_\_\_\_  
Dave Hemze County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2017-2018 Carver County Strategic Plan**

Primary Originating Division/Dept: Administration (County)

Meeting Date: 7/11/2017

Contact: David Hemze Title: County Administrator

Item Type:  
Regular Session

Amount of Time Requested: 15 minutes

Attachments:  Yes  No

Presenter: David Hemze Title: County Administrator

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Carver County's Strategic Plan serves as the foundation for future strategies, work, and priorities of the County. Every Division in the County is responsible for completing tasks that support the County's Strategic Plan. The five goals are:

- I. Communities: Create and maintain safe, healthy, and livable communities.
- II. Culture: Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.
- III. Connections: Develop strong public partnerships and connect people to services and information.
- IV. Finances: Improve the County's financial health and economic profile.
- V. Growth: Manage the challenges and opportunities resulting from growth and development.

On March 29, Division Directors held a retreat to review and update the County's Strategic Plan. Staff is proposing changes to the plan to remove items that have been completed, clarify tasks, and add new initiatives. On May 30, the County Board met with the County Administrator and Division Directors to discuss the County's Strategic Plan.

**ACTION REQUESTED:**

Motion to adopt Carver County's 2017-2018 Strategic Plan.

**FISCAL IMPACT:** None

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:



# ~~2016-2017~~ Strategic Plan

Revised 6/7/16

## I. Vision

Where the future embraces the past in keeping Carver County a great place to live, work and play for a lifetime.

## II. Mission

To meet the service requirements and special needs of our residents in a fiscally responsible and caring way. We will plan the county's growth to preserve its uniqueness and will encourage rural and urban compatibility. We will protect our history while planning for a dynamic future.

## III. Goals - Summarized

To help define each goal statement, there is a distinctive and characteristic word which summarizes each goal. These five goals are designed to serve as the foundation for all future strategies, work and priorities of the County.

- **Communities:** Create and maintain safe, healthy, and livable communities.
- **Culture:** Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.
- **Connections:** Develop strong public partnerships and connect people to services and information.
- **Finances:** Improve the County's financial health and economic profile.
- **Growth:** Manage the challenges and opportunities resulting from growth and development.

**IV. Implementation Plan (Working Draft)**

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date/Notes
I. Communities	A. Improve <del>Public Health</del> of the County through policies and systems.—(RF)	1. —Develop proposals for SHIP 4 grant.	PHE	2017	Public Health is currently in its fourth year receiving grant money through SHIP. The most recent grant was for \$266,488 (for period 11/1/16 through 10/31/17). We are using these funds to support our community partners in implementing effective strategies and activities in each of four areas – schools, worksites, communities, and healthcare.

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date/Notes
	B. Mitigate <b>flooding</b> of County Infrastructure.	1. Analyze and develop short and long range plan to mitigate flooding of County highways, bridges, <del>and facilities.</del> (TV) Determine high priority flood mitigation projects. Improve road closure process using GIS application.	Robjent Support: Vellenga	2016-2017-2018 (TV)	<p><del>Facilities has contracted to review storm water management at the Govt. Center. Facilities hired a contractor to review flooding issues at the Government Center and implemented key recommendations.</del></p> <p>GIS Application is underway for highways. This task was added as a task for water management plan, too. (TV)</p> <p><u>Analysis and potential mitigation strategies will be incorporated in 2040 Roadway System Plan update. WMO is updating hydrologic models with new ATLAS 14 rainfall data (LR)</u></p>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
I. Communities (continued)	C. Protect and enhance the County's natural resources from <u>aquatic invasive species (TV) (AIS)</u> .	1. Prepare an Aquatic Invasive Species (AIS) prevention plan for 2017-2020 based on a priority lakes system.	Vellenga Support: Hemze	<del>2016-2017</del> 2017- <u>2018 (TV)</u>	Moved the AIS program to the PWM Dept. Hired an AIS Coordinator. <u>Secured funding for the 2016 AIS program.</u> <u>Stakeholder forum was developed and held.</u> <u>Successfully planned and coordinated rapid response to one zebra mussel infestation.</u> <u>Created prevention plan and ranked the lakes by priority.</u> (TV)
	D. Raise the quality and quantity of service to the County's <b>veterans</b> and their families to a level of excellence.	1. Provide <del>fun</del> <u>ds</u> , staffing, <del>collaborations</del> , <u>location</u> , and <del>systems</del> <u>the space</u> necessary to ensure timely and excellent service to veterans and their families. (TV)	Vellenga	<del>Q3-2015</del> <u>2017-2018</u>	<u>Held a Veterans Resource Fair to increase outreach and collaborations.</u> <u>The number of people served increased by 53% in 2016!</u> <u>Therefore, we reviewed the staffing level.</u> <u>Staff ready to propose VSO moving into Chaska in 2017.</u> (TV) <u>Hired a new Assistant County VSO in July 2015 and brought on new mini-bus by the end of Q3 2015.</u> <u>Response time is much better and office is reaching more veterans.</u>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
I. Communities (continued)	E. Plan for the changing needs in Carver County as the demographics adjust due to the projected increase in the number of <b>older adults</b> living in Carver County by 2030.	1. Plan and support changes city and County services to better serve the projected increase in the number of older adults.	Franks Support: All	Ongoing	Increased Encore capacity, increased resources to Adult Protection and Services to Seniors, gained efficiency in LTC Eligibility Determinations in 2015-16. Office of Aging expanding scope of work.
	F. Plan to make Carver County a <b>Dementia Friendly Community</b> to address the needs of our expanding population with memory disorders.	1. Continue to work with the City of Chanhasen on implementing the ACT on Alzheimer's Dementia Friendly Community program. Support other Carver County cities in this effort. Provide a County wide solution.	Franks Support: All	Ongoing	City of Chanhasen <u>moving to full implementation in 2017</u> <del>implementing initial phases in 2016</del> . Discussions with other cities. (RF)
	G. Enhance the general overall <b>mental health</b> of Carver County.	1. Expand and enhance the School Linked Mental Health program by placing a Mental Health Professional in every Carver County school, <u>and expanding Day Treatment option in Dist. 112 and Dist. 111. (RF)</u>	Franks	2018	MHP's Currently in most Carver County Schools as of 2016, <u>Day Treatment expansion in Dist. 112 in 2016-2017 school year. (RF)</u>
		2. Update First Street Center facilities. Expand Psychiatry services. Develop branding and advertise services to new customer base.	Franks Support: Vellenga	Ongoing	Landscaping, interior lighting, staff workstations updated. <u>Additional psychiatry services approved for 2017. (RF)</u>
		3. Increase <u>effectiveness collaboration with Law Enforcement</u> of 24/7 Crisis services. (RF)	Franks	2017	<u>Contracting with consultant to make recommendations for program. (RF)</u>
		4. <u>Explore a partnership with Ridgeview for a residential crisis stabilization facility. (RF)</u>	Franks	2017	<u>Introduced legislation for funding.</u>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
I. Communities (continued)	H. Study, plan, and implement measures to provide for the <b>security</b> and protection of the public and County employees and <u>County assets on County grounds.</u> (TV)	1. Select, fund, and build facility upgrades designed to <del>provide</del> <u>improve</u> security for the public and employees on County grounds. Formulate and execute <u>a workplace security policy, procedures, and training to improve security for the public and employees on County grounds.</u> (TV)	Vellenga Support: Olson	<del>2016-2017;</del> Annual upgrades, assessments, and training <u>By Q1 2018 (TV)</u>	<del>Working on recommendations. Facility upgrades under contract including electronic locks and re-keying of the GC. Sent 2 deputies to security training. They have completed their 1<sup>st</sup> facility assessment. Procedures/policy/training subgroup has drafted recommendations. The County is launching Everbridge. Installed additional card readers to secure access points, made lighting improvements, added security cameras, and made security improvements to service counters. Completed two more facility security assessments. Held tabletop exercise to identify lessons for workplace security policy and develop procedures and training. Policy drafted. Launched Everbridge Employee Alert System (EAS) in time for Ryder Cup.</del> (TV)



Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
I. Communities (continued)	I. <u>Modernize Update</u> resources and services across the Library system. (TV)	1. <u>Enhance access to Content, Technology, and Space through a new Library website, digital resources and services, and innovative use of space. Launch radio identification of Library assets (RFID) to improve tracking and reduce costs.</u> (TV)	Vellenga	<u>Website Q3 2016. Other items by Q4 2016 Q4 2017</u>	<u>Launched new library website. The RFID project is underway. Improved spaces including Waconia makerspace, Chan Tween Reading area, NYA Children's room.</u> (TV)
		2. <u>Plan for a new Chaska Library slated for 2019.</u> (TV)	Vellenga	<u>2017-2018 (TV)</u>	
	J. <u>Plan and develop a substance abuse court.</u> (MM)	1. <u>Plan, develop and implement a substance abuse court in coordination with law enforcement, the courts, defense attorneys, social services and probation.</u>	Metz	<u>2018-2021</u>	<u>Met with key partners to obtain support, attend training and seeking grants.</u>
	K. <u>Develop strategies to change the governance of the Metropolitan Council.</u> (DH)	1. <u>Coordinate suburban counties to develop and propose a better governance model for the Metropolitan Council. Then coordinate with legislators to implement changes.</u>	Hemze	<u>Ongoing</u>	<u>Suburban County meetings were coordinated in efforts to respond to concerns related to the Metropolitan Council and legislation was introduced during the 2017 session.</u>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
II. Culture	A. Position the County to <b>attract and retain</b> a well-qualified workforce. Review and update the County's employee pay structure and philosophy, aligned with pay-for-performance, and continue to build a performance based culture.	1. <del>Complete the final portions of the</del> <u>Conduct a comprehensive organization-wide compensation and classification study. Negotiate implementation with all eleven bargaining units, and complete the implementation process for non-bargaining employees. Assess and update internal system structure, provide additional flexibility to retain employees, conduct market study and analysis, ensure compliance with State and Federal regulations, and establish updated pay philosophy.</u> (KA) <u>Continue improving the evaluation system by focusing on changes designed to create a better communications tool.</u> (DH)	Anderka Support Hemze	<del>2015-2016-2017</del>	<del>Phase I and II of project plan are complete. Phase III is underway, and Phase IV is scheduled for later 2016. The majority of this project is completed. The Board has adopted the new classification structure and methodology, and established a pay philosophy statement to provide future guidance in this area.</del>
	B. Create a <b>culture of learning, wellness, innovation</b> and growth through enhanced training and development programs, investments in staff, and encouraging staff engagement and advancement.	1. <del>Provide programs and resources to improve the health and wellbeing of Carver County employees and their families and create a work environment that supports healthy choices through Health Incentive Programs and education. Increase employee participation in the County's Health Incentive Plan. Revise our current strategy to fund the County's Wellness Program since the county's new 5 year health insurance agreement will likely not include Wellness Credits which have been used to partially fund the County's Wellness Programs.</del> (KA) (DF)	Anderka Support: Frischmon and Vellenga	Ongoing	Numerous wellness program goals and initiatives <u>were</u> completed throughout <u>2016-2015</u> . <u>This work supported the County's ability to achieve successful results in our recent health insurance RFP, as one of a number of contributing factors – resulting in a 15% aggregate premium rates decrease for 2017 along with a 5-year rate cap guarantee for the County's employee health insurance plan. Achieved 47% participation in Health Incentive Plan (those completing all</u>

					<p>components). Provided voluntary onsite biometric screenings, with 58% employee participation. Employees completing the Personal Health Assessment reached %.</p>
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Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
<b>II. Culture (Continued)</b>	B. Create a <b>culture of learning, wellness, innovation</b> and growth through enhanced training and development programs, encouraging staff engagement and advancement.	2. <u>Design and implement strategies to increase Raise and then sustain increasing employee engagement in Innovative thinking and Innovation methods, training more facilitators, sparking more innovations, sustaining cultural changes, and better measuring more results. managing change as well as developing a creative culture that regularly searches for innovative new methods, processes, policies, techniques, tools, software, etc. to improve customer service, increase staff efficiency and/or reduce current/future costs. Select, modify, and implement recommendations from the Carlson Management School's Resilient Communities Project on Innovation. (TV)</u>	Vellenga Support: All	Ongoing	30 Kaizen events; 11 events fully completed. 91% Mgmt. Actions items completed. 97% Team Action items completed. 1 unique Innovation event. 5 Five-S events. 1 event planning session. 4 SoS sessions. 5 presentations to managers, divisions, and Board. Recruited more than 30 volunteers to be Innovation Champions. Conducted 2 new Kaizen events. Action plan completion rates at or above 81%. 3 reorganizations and cleanings of work rooms. Facilitated 5 innovation sessions of alternative Innovation methods. Selected best recommendations from UofM Carlson Mgt. School teams for adaptation and implementation. (TV) Boosted performance, efficiency, and morale. Reduced time & costs.

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
<p style="text-align: center;">II. Culture (Continued)</p>	<p>B. Create a <b>culture of learning, wellness, innovation</b> and growth through enhanced training and development programs, encouraging staff engagement and advancement.</p>	<p>3. Design and implement employee training programs to develop and strengthen professional knowledge, skills, abilities, and wellbeing, and to build a positive workplace culture, equipping staff to provide service delivery excellence. Continue to strengthen and develop the County’s performance based focus and performance management process and approach. Ensure effective service delivery through targeted staff development.</p>	<p>Anderka Support: Vellenga</p>	<p>Ongoing</p>	<p><u>Continued to build on initial leadership development series, performance management training initiatives. Provided additional onsite training opportunities tailored to address development in the areas of public speaking, public sector management topics, safety, and legal updates. Work is underway to implement a number of performance management process improvements, focused on streamlining approach, while increasing ability to deliver effective results, customer service, and respectful workplace training programs completed.</u> (KA)</p>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
II. Culture (Continued)	C. Strengthen Employee Relations Division, and Finance Division capabilities, and employee/manager access to data, through HRIS and payroll technology investment. (KA)	1. Implement technology solution(s) for Employee Relations and Finance to increase efficiency, while enhancing employee and manager access to relevant HR/Payroll information. Streamline workflow and processes relating to employee data across the organization. Build system structure and workflows through implementation process with vendor to serve current and future data tracking and analysis needs.	Anderka Support: Vellenga, Frischmon	2016-2017	HRIS and Payroll system selected to meet the County's requirements. Implementation is underway. <u>Implementation process timeline was renegotiated in 2016 due to staff transitions resulting in the need to focus lean staff complement's efforts on other priority initiatives and demands.</u> (KA)
	D. Increase the culture competency of workforce. (RF)	1. Conduct assessments and training for County employees on diversity and inclusion. Complete initial Intercultural Development Inventory (IDI) assessment in Child and Family Department. Participants will receive feedback on how they engage cultural diversity and identify issues that may be impeding them from working more effectively across cultural differences. County gets a profile for guidance on policy, practices, structural changes, and training. Evaluate progress and potentially roll out to entire division and County workforce. (RF)	Franks Support: Anderka (RF)	Initial IDI in 2017	Conducted diversity and inclusion training with County managers.

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
III. Connections	A. Develop <b>technology</b> infrastructure, <del>systems and tools</del> <u>and applications</u> to provide better customer service and <del>greater</del> communication to the Carver County community <u>and to raise productivity</u> . (TV)	1. <del>Select and implement new IT and Facility ticketing system for “help,” “user,” and facility requests. Implement new IT and Facility “ITSM” system for “help” and facility requests and for asset inventory.</del> (TV)	Vellenga	Q4 2016 Q3 2017	Ticketing requirements gathered; proposals reviewed; vendor eval. <del>In progress.</del> Selected <u>vendor, consulted with clients, scoped out the work, and prepared for design and implementation (TV)</u>
		2. <del>Meet increasing demands for technology with such creative options as hosting solutions, partnerships with other entities including meeting with and integrating our systems with other counties, and contracting for certain services. Use and integrate county data to provide more tools and efficiencies. Implement IT Action Plan based on the 2016 IT Assessment, including increased “Cloud” hosting and improvements in IT management, customer service and communications, core technologies, data integration, and the development of high-level business intelligence.</del> (TV)	Vellenga Support: Hemze	Ongoing Q2 2017 and onward (TV)	Hired software engineer. Created a <u>Used data “warehouse” to integrate data across a number of programs. Adopted “managed services” strategy. Began to integrate data across software systems. Established collaborations with cities. Advanced preparation for a shift toward more “software as a service,” using “the Cloud” to host software. Hired new CIO.</u> (TV)

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date/Notes
		3. <u>Continuously advance cybersecurity protections and training. (DH/TV)</u>	<u>Vellenga</u>	<u>Ongoing</u>	<u>Eliminated symptoms and cause of the Qakbot worm. Prepared request for partial FTE for cybersec. and another 20K for endpoint sec. in '18. Developing plan for increased protection, testing, and training in 2017. (TV)</u>
		4. Upgrade and modernize HHS Software Solutions connecting all HHS departments. Create a truly paperless work environment and increasing efficiency.	Franks Support: Vellenga	2018	Contracts in place with Compass Solutions.
		5. Develop a best practice for responding to requests for public data including redacting private information that can eventually be implemented county-wide.	Metz Support: Frischmon, Vellenga, Franks	2017	Held Kaizen event to review current practices.



Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
III. Connections (Continued)	B. Promote <b>community connectedness</b> through partnerships with community organizations, schools and governmental agencies. (TV)	1. Fiber Optic Cable Network - CarverLink Ring Project – Explore future partnerships and collaborations locally and regionally. <del>Build redundant route to the internet.</del> Continue to explore appropriate opportunities to provide enhancements, reliability, consistency and stability within the Carverlink network. <u>Connect additional public and community support entities.</u> <u>Expand bandwidth for existing partners.</u> <u>Continue to improve level of service to customers.</u> (TV)	Vellenga	Start in 2017, Ongoing Q1 2018	Connected 2 health clinics and one new school site. Added redundancy to the 2 911 centers. <u>Connected a redundant route to Mpls. Internet hub.</u> Improved reliability, diversity, security, and resiliency in the network. <u>Added customers and links.</u> <u>Merged CarverLink with IT to achieve greater collaboration.</u> (TV)
		2. Continue to evolve and expand legislative priorities and advocacy efforts to accomplish County goals.	Hemze Support: All	Ongoing	Developed 2017 priorities, continued contracted with Scott County for legislative advocacy, and held a breakfast with local legislators to discuss County priorities.
		3. The County’s election equipment is nearing the end of its useful life. A Federal grant paid for the last election equipment purchase. A State grant maybe available to pay for all or a portion of the new election equipment. If the State grant, does not cover 100% of the election equipment, the County should consider <u>creating an elections task force to develop a strategy and a developing a cost sharing agreement with the cities and school districts in the County to share in the replacement cost for new election equipment.</u>	Frischmon	<u>2017/2018 (DF)</u>	

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
III. Connections (Continued)	B. Promote <b>community connectedness</b> through partnerships with community organizations, schools and governmental agencies. (TV)	4. <u>State Law changes dramatically increased the use of absentee ballots for the 2016 election. The popularity of this preferred voting option is expected to overwhelm the County's ability to process absentee ballots for the entire County in our current locations – Chaska Gov't Center and Chan License Center. So the County needs to create a task force and develop a strategic plan to expand its capacity to process absentee ballots for future elections. (DF)</u>	<u>Frischmon</u>	<u>2017/2018</u>	
	C. <u>Communications: raise and enhance public and employee awareness of County services and resources. (TV)</u>	1. <u>Review available resources and develop an the internal and external communications plan and implement it. (TV)</u>	Vellenga	<u>Q3 2016 Q4 2017 (TV)</u>	<u>The updated plan has been drafted and reviewed at the departmental level (TV)</u>
		2. <u>Create a visual brand for Carver County to maintain a consistent identity. Including design standards for logos, PowerPoints, print items, signage, and colors. (DH)</u>	Vellenga	<u>2018</u>	
		3. <u>Enhance the development of the County Board agenda technology and improve board room technical capabilities including live streaming. (DH)</u>	<u>Hemze Support: Vellenga</u>	<u>2017</u>	

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
IV. Finance	A. Develop dynamic and flexible budgeting, financing and fiscal forecasting model.	1. Create a sustainable funding system to develop, maintain and replace existing infrastructure parks and trails over a 20 year capital investment cycle.	Robjent Support: Frischmon Vellenga	2016-2017 <sup>9</sup>	Will evaluate goals, priorities and needs in the comp plan update. <u>PW selected Asset Management Software that can assist with this in the next few years. (LR)</u>
		2. <del>For County buildings, Develop and fund a phased replacement schedule for identified deficiencies or planned replacement(s) of County facilities. Complete building assessments that serve as a basis for development of both a deferred maintenance plan and capital planning. (TV)</del>	Vellenga Support: Frischmon	<del>Q4 2016, then Q3 2017, then annual</del>	<del>Work begun in 2015. Project on hold until new facilities manager is ready for it. Facilities Manager has completed his initial review and drafted a 5-year capital plan. (TV)</del>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date/Notes
IV. Finance (Continued)	A. Develop dynamic and flexible budgeting, financing and fiscal forecasting model.	3. Study energy usage and options to develop an Energy Plan to reduce costs and emissions, including potential capital costs, payback benchmarks, and consumption targets taking all energy sources into consideration.	Vellenga	<del>Q4 2016</del> <u>Q4 2017 (TV)</u>	<del>Have made energy improvements including lighting. Work begun in 2015. On hold, awaiting new facilities manager. In 2016 made lighting improvements that will save about \$30K/yr. Worked with a group of University of Minnesota students to research different energy sources. Chose not to review contract of last consultant, solicited firms and selected new firm to do energy assessment and consider alternative energy sources, practices, and products. (TV)</del>
		5. Create sustainable strategic solutions to structurally balance annual operational revenues and expenditures while meeting service demands.	Frischmon Support: Hemze	<del>2016-2017</del> <u>2017-2018 (DF)</u>	

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
IV. Finance (Continued)	B. Develop, improve and monitor for compliance accounting and budgeting processes, policies, internal controls, etc. to ensure county wide financial efficiency, integrity, transparency and accountability.	1. Implement Asset Management Systems to efficiently track and manage county assets and plan for future needs.	Frischmon Support: Robjent Frischmon, Olson, Vellenga	Ongoing	Asset collection continues in PW. Utilizing ArcGIS Online, AssetWORKS, and <u>just selected</u> Cartegraph <u>OMS</u> . IT integrated asset management within the work order software system. Facilities has asset database. <u>PW making switch to customized ArcGIS asset mgt. systems, will launch Asset Works system with Scott Co. in June.</u> Facilities & IT exploring new asset mgt system. Launched Kaizen on capital assets (and inventory \$2,500-4,999) and insurance on assets. (LR)
		2. <del>Select and Implement a comprehensive budgeting software program to replace current software development process that relies on software tools (Excel, Word &amp; PowerPoint) which is clunky for end users, inefficient for accounting staff to track adjustments and prone to errors.</del>	Frischmon	Start implementing for 2018 Budget <u>Begin software research in 2017 and implement in 2018 for 2019 budget (DF)</u>	

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
V. Growth	A. Develop the 2040 update to the <b>Comprehensive Plan</b> .	<del>1.</del> Develop draft plan: gather data and update traffic model; hold city and township meetings; <u>and gather public input and draft policies.</u> (TV)	Vellenga Support: Robjent	<del>2016-2017</del> <u>Q1 2018</u>	Transit Plan development deferred to the 2040 update to the County Comp Plan. Planning process outlined with Board guidance. Planning principles drafted and lessons learned from last comp. plan. <u>SRE Consulting group working with PW on RSP update (LR)</u>
	B. Construct sufficient <b>county infrastructure</b> to accommodate land development while protecting natural resources and limiting the financial burden on the existing tax base.	<del>1.</del> <u>Develop funding and implementation strategies for next <u>twenty five</u> years of emerging (non-CIP) highway projects.</u>	Robjent Support: Hemze, Frischmon Vellenga	2017	Discussed strategies with LTFP. <u>Regroup and recommend after legislative session. Developed list of unfunded high priority projects to utilize sales and or wheelage tax-(LR)</u>
		<del>2.</del> <u>Develop funding plan to complete Highway 212, 5, and 101.</u>	Robjent	2016-2017	<u>Projects are included on potential Sales Tax/Wheelage Tax list (LR)</u>
		3. <u>Develop a project list, justification, cost information and perform stakeholder engagement for potential implementation of a ½ percent local option sales tax and wheelage tax for high priority county and state road improvements.(LR)</u>	Robjent	<u>2017</u>	

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
V. Growth (Continued)	C. Modernize County <b>Fleet</b> Operations.	1. <del>Implement centralized fleet purchasing and maintenance.</del> Analyze and enhance pool car program. As part of space plan, consider storage of pool cars.	Robjent Support: Frischmon, Olson ,Franks and Vellenga	Q4 2017	Centralizing budgeting determined unnecessary. Maintenance has been centralized with implementation of AssetWorks system.  Pool car study delayed with AssetWorks and other priorities.
	D. Develop <b>Lake Waconia</b> Regional Park	1. <del>Update master plan for LWRP and Coney Island.</del> (LR)	Robjent	2015, 2016	Ongoing. Will be complete in May.
		2. <del>Develop phased park development plan starting with DNR boat landing.</del> (LR)	Robjent	2016	Worksession in summer 2016 to go over options.
		3. Apply for grants and state bonding.	Robjent	2016, 2017-2018 (LR)	Submitted legislative request (LR)
E. Update the CCWMO Water Management Plan	1. <u>Update the water management plan and coordinate water management plans with the 2040 Comprehensive Plan. Develop an update to the Water Management Plan to incorporate components of new state permit requirements, stream buffer laws, a broader wetland restoration plan, increased precipitation patterns, and coordinated timing of the county 2040 Comprehensive Plan update.</u> (TV)	Vellenga	Q4-2017- 2018	<u>Advanced the wetland prioritization project, which will inform the Water Plan. Developed timeline &amp; began collecting input from stakeholders. Worked with BWSR to define Local Water Plan (city) coordination. Hired Planner.</u> (TV)	

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date
V. Growth (Continued)	F. Improve the safety and <u>efficiency</u> service of solid waste <u>programs</u> and <u>prepare for future growth</u> . <del>operations to reduce lines during peak yard waste season and prepare for future challenges.</del> (TV)	1. <u>Prepare Solid Waste Master Plan and find a new yard waste transfer site acceptable to the Board. Select, prepare, and open the best option for a new tree/brush waste transfer site.</u> (TV)	Vellenga	Q4 2016 <del>7</del>	<u>Environmental Center won high marks for service from public. Staff identified yard waste site options and recommended site for yard waste. Won Arboretum's agreement to host it for free. Held public meeting. After some neighbors' pushback, studying other options and access to Arboretum. Began to analyze PCA Solid Waste Policy and prepare project schedule and request for advisory committee appointments for Board.</u> (TV)
		<del>2. Prepare new Solid Waste Plan.</del>	Vellenga	2017	
		3. <u>Plan the County's future relationship with the Solid Waste Management Coordinating Board (SWMCB) and with other metro county environmental service departments.</u> (DH/TV)	Vellenga	Q2 2017	<u>Participated in SWMCB Consultant's Assessment. Consultant &amp; staff work sessions with Board. Staff analysis &amp; recommendation ready.</u> (TV)



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Abatements/Additions**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:  
 ▼

**BACKGROUND/JUSTIFICATION:**

Abatements requested by taxpayers. See attached listing.

**ACTION REQUESTED:**

Motion to approve.

**FISCAL IMPACT:**  ▼

*If "Other", specify:*

**FTE IMPACT:**  ▼

**FUNDING**

County Dollars =  **(\$234.50)**

Other  **(\$245.50)**

**Total**  **(\$480.00)**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2017 - 4823



**CARVER  
COUNTY**

Property & Financial Services  
Government Center - Administration  
Building  
600 East 4th Street  
Chaska, MN 55318-2102

Laurie Davies, Taxpayer Services Manager  
Phone: (952) 361-1907  
Email: ldavies@co.carver.mn.us

Angela Johnson, Carver County Assessor  
Phone: (952) 361-1961  
Email: ajohnson@co.carver.mn.us

**Abatements presented to the  
Carver County Board of Commissioners  
July 11, 2017**

Abatement approval is recommended by the Carver County Assessor & Taxpayer Services Manager on the following properties for the reasons listed.

Payable Year	Parcel Number	Name	Reason for Abatement	Original Tax Amount	Adjusted Tax Amount	Total Amount of Tax Adjustment	Reduction in Penalties and/or Interest Paid	Total Amount of Adjustment	County Dollars Abated
2017	85.9510048	Todd Hillmann	Homestead	\$ 146.00	\$ 100.00	\$ (46.00)	\$ -	\$ (46.00)	\$ (13.17)
2017	85.9510009	Meagan Bradley	Homestead	\$ 658.00	\$ 424.00	\$ (234.00)	\$ -	\$ (234.00)	\$ (61.05)
2017	30.9520162	Maximo Cesias	Homestead	\$ 58.00	\$ 48.00	\$ (10.00)	\$ -	\$ (10.00)	\$ (2.84)
2015	85.9510009	Meagan Bradley	Homestead	\$ 646.00	\$ 416.00	\$ (230.00)	\$ -	\$ (230.00)	\$ (60.38)
2016	85.9510009	Meagan Bradley	Homestead	\$ 662.00	\$ 426.00	\$ (236.00)	\$ -	\$ (236.00)	\$ (62.21)
2017	75.5120170	Mary Ann Sudheimer	Homestead	\$ 4,010.00	\$ 3,864.00	\$ (146.00)	\$ -	\$ (146.00)	\$ (44.65)
2017	06.0120100	Christopher Neaton	Homestead	\$ 5,302.00	\$ 3,062.00	\$ (2,240.00)	\$ -	\$ (2,240.00)	\$ (841.26)
2017	65.3060170	Muhammad & Jolene Ziauddin	Omitted Value	\$ 966.00	\$ 5,308.00	\$ 4,342.00	\$ -	\$ 4,342.00	\$ 1,410.49
2017	25.2000480	Anne Sheridan & Ryan Drum	Homestead	\$ 3,314.00	\$ 3,126.00	\$ (188.00)	\$ -	\$ (188.00)	\$ (68.67)
2017	20.1430190	Joseph & Tessa Gallagher	Homestead	\$ 4,906.00	\$ 4,796.00	\$ (110.00)	\$ -	\$ (110.00)	\$ (33.15)
2017	75.1040060	Frank North	Homestead	\$ 3,916.00	\$ 3,762.00	\$ (154.00)	\$ -	\$ (154.00)	\$ (47.32)
2017	30.4640010	Mark & Susan Solem	Homestead	\$ 2,164.00	\$ 1,910.00	\$ (254.00)	\$ -	\$ (254.00)	\$ (89.04)
2017	30.0930980	Deborah K. Lacombe-Lutz	Homestead	\$ 2,298.00	\$ 2,054.00	\$ (244.00)	\$ -	\$ (244.00)	\$ (86.22)
2017	75.2760590	Kimberly Cruz	Homestead	\$ 1,978.00	\$ 1,666.00	\$ (312.00)	\$ -	\$ (312.00)	\$ (95.18)
2017	65.3251040	Jane Cleary (Kimble)	Homestead	\$ 3,062.00	\$ 2,864.00	\$ (198.00)	\$ -	\$ (198.00)	\$ (67.65)
2017	09.0290131	Benjamin & Jennifer Ische	Homestead	\$ 3,804.00	\$ 3,778.00	\$ (26.00)	\$ -	\$ (26.00)	\$ (12.19)
2017	75.1300200	Philip & Britta Nelson	Homestead	\$ 3,436.00	\$ 3,242.00	\$ (194.00)	\$ -	\$ (194.00)	\$ (60.01)
			<b>TOTALS</b>	<b>\$ 41,326.00</b>	<b>\$ 40,846.00</b>	<b>\$ (480.00)</b>	<b>\$ -</b>	<b>\$ (480.00)</b>	<b>\$ (234.50)</b>