



Carver County Board of Commissioners  
 June 2, 2015  
 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> <li>d) Introduction of new employees ..... 1-2</li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of May 19, 2015, Regular Session ..... 3-5	
	4.	Community Announcements	
9:05 a.m.	5.	<b>CONSENT AGENDA</b>  <i>Connections: Develop strong public partnerships and connect people to services and information</i> 5.1 Creating a 1.0 FTE Crisis Therapist for the School Linked Grant ..... 6-7 5.2 Donation of Toys for Community Social Services Family Visitation Room 8  <i>Communities: Create and maintain safe, healthy and livable communities</i> 5.3 Contract and Bond for Furnishing Bituminous Material for 2015 - CP 1510 ..... 9 5.4 Purchase of Public Works Equipment ..... 10-12 5.5 Request for permission of sling-shot activity at Minnewashta Regional Park ..... 13 5.6 Final Payment for Southwest Regional Trail Construction, SP 010-090-004 ..... 14-15 5.7 CSAH 11 Speed Zone Study Request ..... 16-17  <i>Growth: Manage the challenges and opportunities resulting from growth and development</i> 5.8 Resolution for a Municipal Agreement application to MnDOT for the Western Waconia Highway Improvements ..... 18-20  <i>Finances: Improve the County's financial health and economic profile</i> 5.9 Approve out of state travel for Managing Snow and Ice seminar ..... 21 5.10 Abatements/Additions ..... 22-23 5.11 Review Social Services/Commissioners Warrants ..... NO ATT	

9:10 a.m.	<b>6. CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals</b> 6.1 Income Support Eligibility Representative Unit Supervisor Reorganization ..... 24-29
9:20 a.m.	<b>7. GROWTH: Manage the challenges and opportunities resulting from growth and development</b> 7.1 Professional Services Agreement with Bolton & Menk - CSAH 61 & TH 41 Corridor Study ..... 30 7.2 Purchase of Public Works Satellite Facility ..... 31-33
9:50 a.m.	<b>8. CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals</b> 8.1 <b><i>Closed Session</i></b> for Labor Negotiations Strategy ..... 34
10:45 a.m.	<b>ADJOURN CLOSED AND REGULAR SESSION</b>
10:45 a.m.	<b>BOARD REPORTS</b> 1. Chair 2. Board Members 3. Administrator 4. Adjourn

David Hemze  
County Administrator

<b>UPCOMING MEETINGS</b>
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June 9, 2015	No Board Meeting
June 15, 2015	5:00 p.m. County Board of Equalization Meeting
June 16, 2015	4:00 p.m. Board Meeting
June 23, 2015	9:00 a.m. Board Work Session
June 30, 2015	No Board Meeting

# Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Introduction of new Public Works Staff - Program Delivery**

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting

Date: 6/2/2015

Contact: Darin Mielke Title: Assistant Public Works Director

Item Type:

New Employee Intro

Amount of Time Requested: 5 minutes

Presenter: Bill Weckman Title: Program Delivery Manager

Attachments:  Yes  No

Strategic Initiative:

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

**BACKGROUND/JUSTIFICATION:**

Public Works - Program Delivery has a new employee:

Program Delivery - Program Delivery Group (by Bill Weckman)

Andrew Engel - Civil Engineer

**ACTION REQUESTED:**

None

**FISCAL IMPACT:** None

If "Other", specify:

**FTE IMPACT:** None**FUNDING**

County Dollars =

Total \$0.00

 Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2015- 3231

Close

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Introduction of New Highway Worker- Josh Rosckes**

Primary Originating Division/Dept: <input type="text" value="Public Works - Operations"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Mike Legg"/> Title: <input type="text" value="Operations Manager"/>	Item Type: <input type="text" value="New Employee Intro"/>
Amount of Time Requested: <input type="text" value="5"/> minutes Presenter: <input type="text" value="Mike Legg"/> Title: <input type="text" value="Operations Manager"/>	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:**

Introduction of Highway Worker Josh Rosckes

**ACTION REQUESTED:**

Welcome new employee

<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="\$0.00"/>
<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:

*Office use only:*

RBA 2015 - 3264

Close

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on May 19, 2015. Chair Randy Maluchnik convened the session at 4:02 p.m.

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

Members absent: None.

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

Lynch moved, Ische seconded, to approve the minutes of the May 5, 2015, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Contract with Stonebrooke Engineering in the amount of \$56,120.

Contract #15-206 with the Adult Training and Habilitation Center and authorized the Chair to sign pending completion of the contract review process.

Recommended Health Partners and Blue Plus to the Department of Human Services to be the MCO's for the prepaid medical assistance program in Carver County and recommended to the Department of Human Services to limit the number of MCOs selected for Carver County at two.

Approved payment for the purchase of wetland credits from Elroy Knauer in the amount of \$10,613.83; approved payment of the wetland purchase fee to MN BWSR in the amount of \$688.54 and authorized the County Engineer or his designee to sign the Transaction Form for Withdrawal of Wetland Credits from Minnesota Wetland Bank.

Approved the Aeration Policy for Eagle Lake.

Accepted SAP 010-643-012 as complete and authorized final payment of \$44,445.28 to Minger Construction, Inc., for the CSAH 43 Bridge #10501 project.

Approved and incorporated the data security policy language into the Carver County Data Practices Policy and update the Data Request Form and Data Practices Policy.

Approved the updated HIPAA Notice of Privacy Practices.

Approved the acceptance of PID #65.0071700 as a land donation from the Metropolitan Council.

Issued a charitable gambling license to St. John the Baptist Catholic Parish for a raffle to be held on June 8, 2015.

Accepted the donation of a 2015 Ford Diamond bus from the Carver County Veterans Council and to sell the 2009 Chevrolet C33 bus to the Veterans Council for \$1.

Authorized the issuance of a Certificate of Zoning Compliance (#A20150097) for the Lola's Lake Waconia Half Marathon, 2 person Half Marathon Relay, 10 mile and 5K Event.

Authorized the chair to sign a letter of support for federal TIGER funds for the TH 169 and TH 41 Interchange project in Scott County.

Approved the change of 1 FTE Senior Civil Engineer (grade 14) to a Civil Engineer (grade 13).

Approved the hiring of a SharePoint Administrator/Developer and a transition period between the new hire and the incumbent until September 15, 2015.

Reviewed May 12, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$317,189.93 and reviewed May 19, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$414,796.92.

Motion carried unanimously.

Larry Martin, Esq., on behalf of Carver County, requested the Board approve a settlement agreement. He noted this related to a flooding claim and a settlement was reached between the parties.

Workman and Degler clarified they would be abstaining due to possible conflicts of interest.

Ische moved, Lynch seconded, to approve and execute the Kloos vs Carver County settlement agreement. Ische, Lynch, Maluchnik voted aye. Degler and Workman abstained. Motion carried.

Attorney Martin requested the Board adopt a Resolution relating to a Declaratory Relief Action on CSAH 11. He explained the purpose of the action was to identify the size and scope of the pre-existing right of way that the County owned before condemnation was started.

Resolution #25-15  
Authorizing and Direction the Prosecution  
And Completion of the Declaratory Relief Action in County of  
Carver vs Kloos Family Limited Partnership, et al,  
Court File No. 10-CV-14-1374

Ische, Lynch, Maluchnik voted aye. Degler and Workman abstained because of a possible conflict of interest.

REGULAR SESSION  
May 19, 2015

The Board was asked to go into closed session related to right of way acquisition for CSAH 11 construction project. Due to a possible conflict of interest, Workman left the room at this time.

Degler moved, Lynch seconded, to go into closed session at 4:16 p.m. pursuant to Minnesota State Section 13D.05, subd. 3(b) to discuss pending litigation including litigation strategy and settlement authority related to the CSAH 11 construction project. Degler, Ische, Lynch, Maluchnik voted aye. Workman absent. Motion carried.

The Board adjourned the closed and Regular Session.

David Hemze  
County Administrator

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Creating a 1.0 FTE Crisis Therapist for the School Linked Grant**

Primary Originating Division/Dept: <input type="text" value="Community Social Services"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Gary Bork"/> 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" value="Director"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

The Community Social Services Division has awarded a second School Linked Mental Health Grant. The Grant was to extend the School Linked Mental Health services to all the public school districts in the County. It authorized an additional three Therapists. Two of the therapists have been created and are functioning in the schools. The Division is requesting to create the third and final Therapist to begin providing services at the start of the 2015/2016 School Year.

**ACTION REQUESTED:**

To create a 1.0 FTE Therapist for the School Linked Mental Health Grant.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><b>County Dollars =</b></td> <td><input type="text"/></td> </tr> <tr> <td>School Linked Grant</td> <td style="text-align: right;">\$69,563.00</td> </tr> <tr> <td>MA &amp; Health Insurance</td> <td style="text-align: right;">\$25,000.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$94,563.00</b></td> </tr> </table> <input type="checkbox"/> Insert additional funding source	<b>County Dollars =</b>	<input type="text"/>	School Linked Grant	\$69,563.00	MA & Health Insurance	\$25,000.00	<b>Total</b>	<b>\$94,563.00</b>
<b>County Dollars =</b>	<input type="text"/>								
School Linked Grant	\$69,563.00								
MA & Health Insurance	\$25,000.00								
<b>Total</b>	<b>\$94,563.00</b>								
<b>FTE IMPACT:</b> <input type="text" value="Increase budgeted staff"/>									

**Related Financial/FTE Comments:**

The School Linked Grant will fund the balance of the position after Medical Assistance and Health Insurance is collected.

*Office use only:*

RBA 2015 - 3252

Close



# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:**

Creating a 1.0 FTE Crisis Therapist for the School Linked Grant

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 - FT	11-427-740-3580-6111	\$70,901.00
Cafeteria Contribution	11-427-740-3580-6121	\$8,040.00
Comp Absences	11-427-740-3580-6151	\$204.00
H & L Insurance	11-427-740-3580-6152	\$1,360.00
OPEB	11-427-740-3580-6150	\$1,339.00
Medicare	11-427-740-3580-6155	\$1,154.00
PERA	11-427-740-3580-6162	\$5,971.00
FICA	11-427-740-3580-6172	\$4,936.00
Worker's Comp	11-427-740-3580-6173	\$422.00
LTD	11-427-740-3580-6175	\$236.00
<b>TOTAL</b>		<b>\$94,563.00</b>

CREDIT		
Description of Accounts	Acct #	Amount
School Link Grant	11-427-740-3580-...	\$69,563.00
MA Insurance	11-427-740-3580-...	\$25,000.00
<b>TOTAL</b>		<b>\$94,563.00</b>

Reason for Request:

To reflect in the 2015 budget the salaries and benefits and offsetting revenues for the additional Therapist in the School Link Mental Health Grant. There is no county tax levy for required for adding this position.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Donation of Toys for Community Social Services Family Visitation Room**

Primary Originating Division/Dept: <input type="text" value="Community Social Services"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Gary Bork"/> 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="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Two Chanhassen High School students worked with Carole Cole, Social Worker II in the Child & Family Department to complete their Capstone projects. They focused on our family visitation room. They cleaned the room and discarded old, broken or incomplete toys. They conducted a toy drive at Chanhassen High School to collect age appropriate toys for the visitation room. They collected toys valued at approximately \$300.

**ACTION REQUESTED:**

To approve the donation of toys valued at \$300 for the Community Social Services visitation room.

FISCAL IMPACT: <input type="text" value="None"/>	<b>FUNDING</b> County Dollars = <input type="text"/>
If "Other", specify: <input type="text"/>	Toys <input type="text"/> \$300.00
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text"/> \$300.00
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3271

Close

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Contract and Bond for Furnishing Bituminous Material for 2015 - CP 1510**

Primary Originating Division/Dept: <input type="text" value="Public Works - Operations"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Michael Legg"/> Title: <input type="text" value="Operations 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: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Seal coating is performed on roads to seal the surface to restrict water from seeping into the roadbed and subgrade and protect the pavement from UV light. Seal coating extends the life of the road and improves the skid resistance of the bituminous surface.

Seal bids were obtained for the 2015 Seal Coating Program

**ACTION REQUESTED:**

Award a contract to HENRY G. MEIGS LLC in the amount of \$435,929.98, pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value="\$435,929.98"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	Total <input type="text" value="\$435,929.98"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3268

Close

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Purchase of Public Works Equipment**

Primary Originating Division/Dept: <input type="text" value="Public Works - Operations"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Michael Legg"/> Title: <input type="text" value="Operations Manager"/>	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 checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Carver County Public Works has a large fleet of vehicles and equipment that are used in Program Delivery, Operations, and Parks department. The County annual budget and Long Term Financial Plan includes recommendations from the Public Works fleet replacement program. The equipment budget for 2015 is \$1,254,500. Funding sources include: \$212,500 levy, \$187,500 CSAH funds and \$854,500 reimbursement funds from the State for the 101/61 project.

At this time Public Works is requesting to purchase the following:

**Movable Traffic Control Signals:** Traffic control is an essential part of the work done by Public Works staff while out on the road. These signals can be used as traffic control for Operations maintenance projects or as temporary traffic signals on issues with any traffic signal operated by Carver County. We propose to purchase from Warning Lites of Minnesota for \$ 47,600

**15 Passenger Van:** The Parks Department is in need of a passenger van for transporting participants in the summer programs from one park to the other for various activities. Public Works worked with local vendors to find a van that is in good condition that will last for a number of years. Both Lenzen Chevrolet and Waconia Ford had vans readily available. We propose to purchase from Waconia Ford for \$ 12,700

**ACTION REQUESTED:**

Authorize the purchase of the Movable Traffic Signals from Warning Lites of Minnesota and a 15 passenger van for Waconia Ford.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>
<i>If "Other", specify:</i> <input type="text"/>	County Dollars = <input type="text" value="\$60,300.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	Total <input type="text" value="\$60,300.00"/>
<input type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Office use only:

RBA 2015- 3185

Close

**Carver County Public Works**

**Temp Traffic Signals**

May-15

Brand	Dealer		Local Dealer	Bid Pricing		Local vendor Service rate 10% discount*	
<b>Dozer</b>	Street Smart		No	\$63,450.00		NA	
	Warning Lites		No	\$47,575.00		NA	

**Low Bidder**

Warning Lites of MN  
4700 Lyndale Ave North  
Minneapolis, MN 55430-3638

Low Bid of \$ 

\$47,575.00
-------------

\* The local preference policy allows bid award to be determined by the best value procurement method with upto 10% of the best value score based on location that is beneficial to county operations. Public Works has determined that local vendors that meet the requirements of the local preference policy receive the best value credit for location to provide priority warranty service. The best value multipyer is subtracted from the bid to determine the award value. The winning

**Carver County Public Works**  
**15 Passenger Van-Parks (best available used)**

May-15

Brand	Dealer		Local Dealer	Bid Pricing		Local vendor Service rate 10% discount*
<b>Ford</b>	Waconia Ford		Yes	\$12,700.00		NA
<b>Chevy</b>	Lenzen Chev		Yes	\$22,995.00		NA

**Low Bidder**

Waconia Ford  
 235 Highway 5 West  
 Waconia, MN 55387

Low Bid of \$ 

\$12,700.00
-------------

\* The local preference policy allows bid award to be determined by the best value procurement method with upto 10% of the best value score based on location that is beneficial to county operations. Public Works has determined that local vendors that meet the requirements of the local preference policy receive the best value credit for location to provide priority warranty service. The best value multipyer is subtracted from the bid to determine the award value. The winning

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

Request for permission of sling-shot activity at Minnewashta Regional Park

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	<b>Meeting</b> Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Sam Pertz"/> Title: <input type="text" value="Parks &amp; Trails Supervisor"/>	Item Type: Consent <input type="text"/>
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="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Scout Pack 337 of the Eastern Carver County area have asked for permission from the Parks Department for the usage of sling-shots in Lake Minnewashta Regional Park during their overnight camping experience on June 13th, 2015.

Staff have met with the scout leaders, identified specific area in the park where this activity should be conducted if approved by the Board. Staff has also collected current Insurance information and documents, sending through to the Risk Management Office for their approval to allow the activity in the park.

It is further planned that the set-up of the sling-shot range will allow for the collection and removal of all unnatural projectiles discharged so as leaving the park in the condition in which they found it. Additionally, per recommendation of Risk Management Staff, all members of the scout group are to sign a waiver & release developed by the County.

In past, similar requests have been recommended by the park commission and approved by the Board. The park commission has recommended approval of this activity to the Board at the May 20<sup>th</sup> regular park commission meeting.

The Park ordinance reads;

*(F) Firearms; dangerous weapons; fireworks.* It shall be unlawful for any person to have in their possession within a park, fire or discharge, or cause to be fired or discharged across, in, or into any portion of a park any gun or firearm, spear, bow and arrow, crossbow, sling shot, air or gas weapon, paintball gun or any other dangerous weapon or projectile, except for purposes designated by the Board in areas and at times designated by the Director;...

The requested purpose of the activity is to provide youth with experience and safe handling of sling-shots.

**ACTION REQUESTED:**

Authorize the use of sling-shots at Lake Minnewashta Park on June 13th, 2015 by Scout Pack 337.

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

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3243

Close

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Final Payment for Southwest Regional Trail Construction, SP 010-090-004**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Marty Walsh"/> 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="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

In 2009, Carver County was awarded Surface Transportation funds to partially fund construction of two trail segments of the Southwest Regional Trail. The project constructed 1/3 of a mile trail linking the Minnesota River Bluffs Regional Trail at County Road 62 to an existing trail on Engler Blvd. The second segment of trail connects Kirke-Lachen Park in Victoria to the Minnetonka Regional Trail a distance of just over ¾ of a mile.

This was a collaborative project between the agencies of the City of Chaska, City of Victoria, Three Rivers Park District and Hennepin County Regional Railroad Authority for agreements and permits to construct the trail on lands owned or managed by these entities. Carver County is the lead agency.

The project was awarded to Sunram Construction, Inc. August 6th, 2013. The project has been completed satisfactory and staff recommends making final payment of \$43,795.66.

Total Construction Cost \$568,792.

**ACTION REQUESTED:**

Accept project SP-010-090-004 as final and approve a final payment to Sunram Construction, Inc. for \$43,795.66.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<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 style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td>Federal</td> <td style="text-align: right;">\$445,373.00</td> </tr> <tr> <td>SG- 2011-106</td> <td style="text-align: right;">\$25,404.50</td> </tr> <tr> <td>SG-2011-108</td> <td style="text-align: right;">\$35,866.30</td> </tr> <tr> <td>Chaska</td> <td style="text-align: right;">\$33,254.30</td> </tr> <tr> <td>Victoria</td> <td style="text-align: right;">\$28,893.90</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$568,792.00</b></td> </tr> </table>	<b>County Dollars =</b>	<b>\$0.00</b>	Federal	\$445,373.00	SG- 2011-106	\$25,404.50	SG-2011-108	\$35,866.30	Chaska	\$33,254.30	Victoria	\$28,893.90	<b>Total</b>	<b>\$568,792.00</b>
<b>County Dollars =</b>	<b>\$0.00</b>														
Federal	\$445,373.00														
SG- 2011-106	\$25,404.50														
SG-2011-108	\$35,866.30														
Chaska	\$33,254.30														
Victoria	\$28,893.90														
<b>Total</b>	<b>\$568,792.00</b>														
<b>FTE IMPACT:</b> <input type="text" value="None"/>															



	<b>County Dollars =</b>	<b>\$0.00</b>
	<b>Total</b>	<b>\$568,792.00</b>
<input type="checkbox"/> Insert additional funding source		
<b>Related Financial/FTE Comments:</b>		

Office use only:

RBA 2015 - 3244

Close

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**CSAH 11 Speed Zone Study Request**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Kate Miner"/> 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: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

The Minnesota Commissioner of Transportation is responsible for the establishment of speed limits on county roads throughout the state. Speed zoning studies by the Minnesota Department of Transportation are initiated by counties. Study requests are usually submitted to the Commissioner for newly constructed county roads, for road segments along which expanded development and more intense land use are occurring, and for road segments where there is concern about the existing speed limit. CSAH 11 between the south junction of CSAH 40 and TH 5 contains different segments which fall under each of these categories.

**ACTION REQUESTED:**

Move to adopt a resolution requesting the State of Minnesota Commissioner of Transportation to conduct a speed zone study on CSAH 11 between the south junction of CSAH 40 and TH 5.

<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:

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

Date: June 2, 2015

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

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

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

---

BE IT RESOLVED, that the Carver County Board of Commissioners hereby requests the State of Minnesota Commissioner of Transportation to conduct a speed zoning study on County State Aid Highway (CSAH) 11 between the south junction of CSAH 40 and TH 5 to determine the appropriate speed limits along the corridor.

YES

ABSENT

NO

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

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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 2nd day of June, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 2nd day of June, 2015.

\_\_\_\_\_  
Dave Hemze

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution for a Municipal Agreement application to MnDOT for the Western Waconia Highway Improvements**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Darin Mielke"/> Title: <input type="text" value="Deputy County Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input 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:**

The County, City, MnDOT and Waconia School District 110 have been actively engaging in the planning and development of county highway improvements in support of the expansion at the Clearwater School in western Waconia. The Municipal Agreement Program is administered by MnDOT, which makes available up to \$710,000 to apply towards an individual project that provides a clear benefit to the truck highway system as well as the local community.

Carver County is taking the lead on the application since the proposed highway intersection is outside of the current city limits of Waconia. The proposed project extent is from approximately the TH 5 and Orchard Road intersection, northerly to the proposed intersection with Community Drive, which is the north side of the newly acquired school property. The estimated cost is still being refined at this point in time and future negotiations need to occur with the Waconia School District, the City of Waconia and MnDOT on the cost sharing of the project costs, if the project is successful with this application moves forward.

**ACTION REQUESTED:**

Approve a resolution supporting pursuit of FY 2017 MnDOT Municipal Agreement Program Funding for the construction of county highway improvements at TH 5 in Waconia.

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

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3277

Close

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

Date: \_\_\_\_\_ Resolution No: \_\_\_\_\_  
Motion by Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

---

**A RESOLUTION SUPPORTING PURSUIT OF FY 2017 MnDOT MUNICIPAL AGREEMENT  
PROGRAM FUNDING FOR THE CONSTRUCTION OF COUNTY HIGHWAY  
IMPROVEMENTS AT TH 5 IN WACONIA**

**WHEREAS**, the Waconia School District #110 community has passed a referendum that calls for construction of a significant expansion of the Clearwater Middle School with an opening in 2017 requiring roadway and access improvements; and

**WHEREAS**, the Carver County Roadway Systems Plan identifies a western beltway around Waconia in this vicinity; and

**WHEREAS**, the construction of the proposed improvements will serve the school initially being the first segment constructed of the future western beltway; and

**WHEREAS**, the project closes two intersections on TH 5, one which is severely skewed; and

**WHEREAS**, the project includes a new intersection served by a roundabout on TH 5 that will accommodate the school traffic, future beltway traffic and growth of the region; and

**WHEREAS**, the City, School District, County, and MnDOT continue to be actively engaged in the planning and development of the improvements; and

**WHEREAS**, the Municipal Agreement program administered by MnDOT makes available up to \$710,000 to apply towards projects that provide a clear benefit to the trunk highway system as well as to the local community, be developed and administered by the local community, with project development completed and funded by the local community; and

**WHEREAS**, the project must be let between July 1, 2016 and July 30, 2017.

**NOW, THEREFORE BE IT RESOLVED BY THE CARVER COUNTY BOARD OF COMMISSIONERS AS FOLLOWS; that**

1. Carver County hereby supports the construction of the western beltway from TH 5 to Community Drive (north end of Clearwater Middle School) as a new county highway.
2. Carver County hereby supports the pursuit of Municipal Agreement funding and authorizes staff to prepare and submit the application.
3. Carver County hereby provides assurance that the Carver County will pay all costs associated with the project and that county staff will ensure that all aspects of the Municipal Agreement funding requirements are met and the project's schedule is adhered to.

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 \_\_\_\_\_, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approve out of state travel for Managing Snow and Ice seminar**

Primary Originating Division/Dept: <input type="text" value="Public Works - Operations"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Mike Legg"/> Title: <input type="text" value="Operations 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: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

**BACKGROUND/JUSTIFICATION:**

Out of state travel is requested for Dave Flannery and John Wickenhauser in Public Works to attend the Managing Snow and Ice Operations Training on October 5-7, 2015. The training is held in Madison, Wisconsin and will provide training and education for those involved in the management of snow and ice control operations.

**ACTION REQUESTED:**

Approve out of state travel to Madison, Wisconsin to attend Managing Snow and Ice Control Operations.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value="\$2,200.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	Total <input type="text" value="\$2,200.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

**Related Financial/FTE Comments:**

Funding included in budget. Specific request to Wisconsin was not.

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RBA 2015 - 3263

Close

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Abatements/Additions**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	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="Finances: Improve the County's financial health and economic profile"/>	

**BACKGROUND/JUSTIFICATION:**

Abatements requested by taxpayers. See attached listing.

**ACTION REQUESTED:**

Recommend to approve.

<b>FISCAL IMPACT:</b> <input type="text" value="Other"/> <p><i>If "Other", specify:</i> <input type="text" value="Not Budgeted"/></p>	<b>FUNDING</b> County Dollars = <input type="text" value="(\$1,700.60)"/> Other <input type="text" value="(\$3,665.40)"/> <b>Total</b> <input type="text" value="(\$5,366.00)"/> <input checked="" type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

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RBA 2015 - 3265

Close





Property Records & Taxpayer Services Division  
 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  
 June 2, 2015**

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
2015	30.9520067	Jose Tapia Medina	Homestead	\$ 56.00	\$ 46.00	\$ (10.00)	\$ -	\$ (10.00)	\$ (2.93)
2015	30.9510354	Loreli Stepan%Brandondale	Exempt-Dealer Inventory	\$ 414.00	\$ -	\$ (414.00)	\$ -	\$ (414.00)	\$ (120.79)
2015	75.5180050	Todd Schimmel	Homestead	\$ 3,226.00	\$ 3,010.00	\$ (216.00)	\$ -	\$ (216.00)	\$ (68.13)
2015	20.0880200	Ryan & Kelly Rydberg	Homestead	\$ 5,112.00	\$ 5,018.00	\$ (94.00)	\$ -	\$ (94.00)	\$ (28.61)
2015	40.0120430	Randiann Sather	Homestead	\$ 2,558.00	\$ 2,268.00	\$ (290.00)	\$ -	\$ (290.00)	\$ (85.52)
2015	65.5560430	Nathan P. & Janine A. Meyer	Homestead	\$ 3,694.00	\$ 3,538.00	\$ (156.00)	\$ -	\$ (156.00)	\$ (54.03)
2015	75.3190170	Benjamin & Kristin Otto	Homestead	\$ 1,404.00	\$ 762.00	\$ (642.00)	\$ -	\$ (642.00)	\$ (201.79)
2015	75.3800190	Jeff Bobrowsky	Homestead	\$ 2,862.00	\$ 2,618.00	\$ (244.00)	\$ -	\$ (244.00)	\$ (75.84)
2015	65.3030150	Ryan & Molly Anderson	Homestead	\$ 5,030.00	\$ 5,010.00	\$ (20.00)	\$ -	\$ (20.00)	\$ (8.25)
2015	25.4530340	Kimberly Switalski	Homestead	\$ 5,060.00	\$ 5,030.00	\$ (30.00)	\$ -	\$ (30.00)	\$ (11.08)
2015	50.6500130	Dennis & Stacy Clark	Homestead	\$ 2,470.00	\$ 2,122.00	\$ (348.00)	\$ -	\$ (348.00)	\$ (94.57)
2015	65.3060060	Joshua Brown & Krista Tanninen	Homestead	\$ 1,462.00	\$ 868.00	\$ (594.00)	\$ -	\$ (594.00)	\$ (211.48)
2015	30.1450030	Kara White	Homestead	\$ 2,296.00	\$ 2,056.00	\$ (240.00)	\$ -	\$ (240.00)	\$ (87.41)
2015	30.6650280	Jerry & Jessica Estenson	Homestead	\$ 2,608.00	\$ 2,392.00	\$ (216.00)	\$ -	\$ (216.00)	\$ (77.34)
2015	25.1602420	Randy Schlueter	Homestead	\$ 3,828.00	\$ 3,736.00	\$ (92.00)	\$ -	\$ (92.00)	\$ (37.58)
2015	20.0850090	Joshua & Emily Fabio	Homestead	\$ 4,628.00	\$ 4,496.00	\$ (132.00)	\$ -	\$ (132.00)	\$ (39.92)
2015	55.0750110	Linus Latzig/Lori Goebel	Homestead	\$ 1,114.00	\$ 710.00	\$ (404.00)	\$ -	\$ (404.00)	\$ (107.07)
2015	30.1760050	Christopher & Jennifer Boyce	Homestead	\$ 4,634.00	\$ 4,572.00	\$ (62.00)	\$ -	\$ (62.00)	\$ (22.19)
2015	30.1260600	Sabrina Poock	Homestead	\$ 3,616.00	\$ 3,476.00	\$ (140.00)	\$ -	\$ (140.00)	\$ (50.38)
2015	85.3580120	Nancy Sherman	Homestead	\$ 1,770.00	\$ 1,348.00	\$ (422.00)	\$ -	\$ (422.00)	\$ (112.86)
2015	75.2970320	Joanne Hofstrand	Homestead	\$ 3,220.00	\$ 3,004.00	\$ (216.00)	\$ -	\$ (216.00)	\$ (68.06)
2015	30.2350070	Alan & Adele Kimpell	Homestead	\$ 3,546.00	\$ 3,398.00	\$ (148.00)	\$ -	\$ (148.00)	\$ (54.84)
2015	25.3450760	Thomas & Iryna Beutz	Homestead	\$ 3,972.00	\$ 3,860.00	\$ (112.00)	\$ -	\$ (112.00)	\$ (40.47)
2015	75.3730390	Anthony & Jessica Mosley	Homestead	\$ 4,348.00	\$ 4,224.00	\$ (124.00)	\$ -	\$ (124.00)	\$ (39.46)
			<b>TOTALS</b>	<b>\$ 72,928.00</b>	<b>\$ 67,562.00</b>	<b>\$ (5,366.00)</b>	<b>\$ -</b>	<b>\$ (5,366.00)</b>	<b>\$ (1,700.60)</b>

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Income Support Eligibility Representative Unit Supervisor Reorganization**

Primary Originating Division/Dept: <input type="text" value="Community Social Services - Income Support"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="Manager/Interim CSS Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="5"/> minutes Presenter: <input type="text" value="Gary Bork"/> Title: <input type="text" value="Director"/>	Attachments: <input checked="" type="radio"/> Yes <input 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:**

It has been discussed that both of the current Financial Assistance Supervisors plan to retire in 2015. Darla Wulf, supervisor of the family team plans to retire in August. Mary Starr, supervisor of the adult team plans to retire in November. Both of these supervisors are very experienced long term employees of Carver County. Their ability, experience and institutional knowledge will be difficult to replace. Additionally, from December 2013 to March 2015 Financial Assistance Caseloads increased **44%**! During that same time, staff levels increased only **20%**.

The proposed reorganization requires moving from the current two unit configuration, to a three unit system. Each of the three units would be managed by a Financial Assistance Supervisor. The reorganization would take place upon the retirement of Darla Wulf, expected in late August 2015. Darla's position would be filled with two supervisors, bringing the compliment of supervisors up to three. The units and personnel would be reorganized at that time. Mary Starr will oversee the reorganization transition until she retires in November 2015. Her position would then be filled at that time.

Employee Relations has reviewed and endorsed the reorganization and additional supervisory position.

**ACTION REQUESTED:**

It is requested that approval be given to add an additional 1.0 FTE Financial Assistance Supervisor position to facilitate the reorganization.

FISCAL IMPACT: <input type="text" value="None"/>	<b>FUNDING</b>
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="Increase budgeted staff"/>	FFP 50% <input type="text" value="\$47,253.00"/>
	MA Enhanced FFP 75% <input type="text" value="\$47,253.00"/>
	<b>Total</b> <input type="text" value="\$94,506.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

The new Financial Assistance Supervisor position created in this reorganization will be **fully funded** from current 50% Federal Financial Participation (FFP) and the non-federal share will come from the Medicaid enhanced FFP received from Affordable Care Act activities, and will have **no levy impact**, on current or future budgets. The Financial Assistance Supervisor is a Pay Grade 14 position.

*Office use only:*

RBA 2015 - 3249

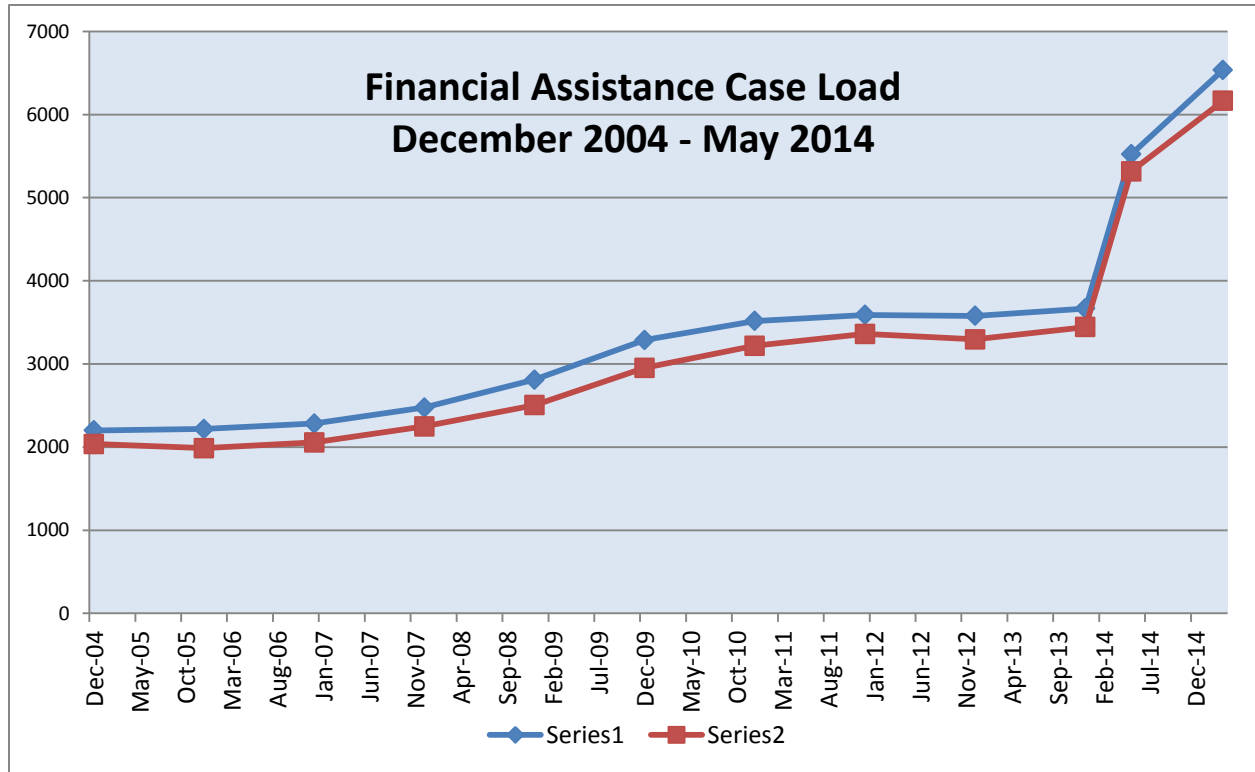
Close

## Income Support Eligibility Representative Unit Supervisor Reorganization

The Eligibility Representatives in the Income Support Department are responsible for the determination of eligibility for all of the public assistance financial programs, including Cash, SNAP, Group Residential Housing, Long Term Care, and all public medical programs.

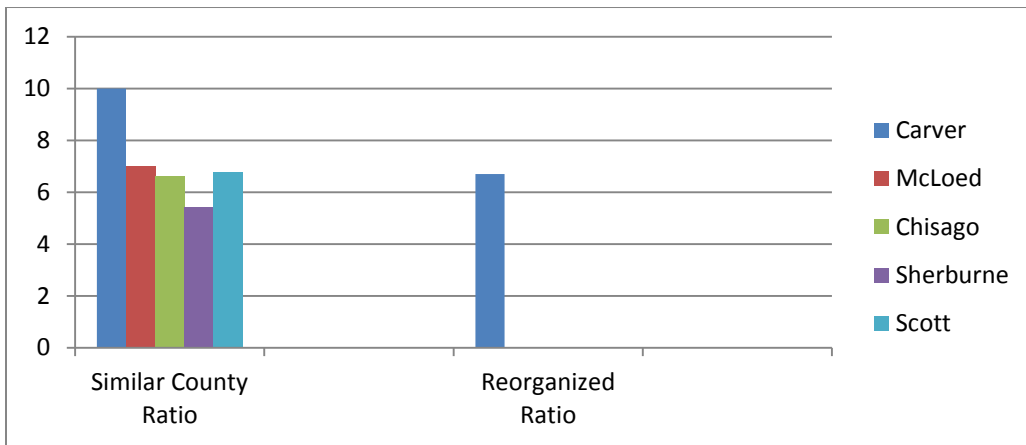
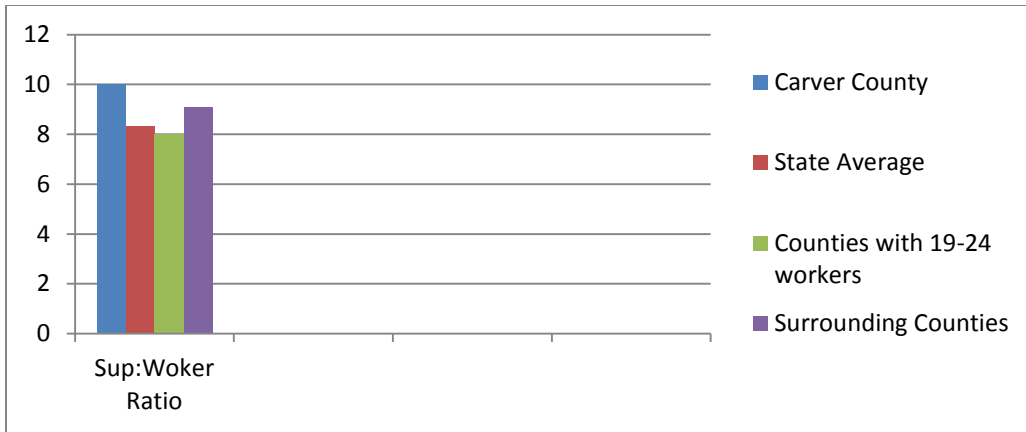
It has been discussed that both of the current Unit Supervisors plan to retire in 2015. Darla Wulf, supervisor of the family team plans to retire in August. Mary Starr, supervisor of the adult team plans to retire in November. Both of these supervisors are very experienced long term employees of Carver County. Their ability, experience and institutional knowledge will be difficult to replace.

With the implementation of the Affordable Care Act, and the corresponding rollout of the MNsure a little more than a year ago, we have experienced a significant change in both the volume of work needing to be done, as well as in how that work is actually conducted and managed. From December 2013 to March 2014 Financial Assistance Caseloads increased **44%**! During that same time, staff levels increased only **20%**.



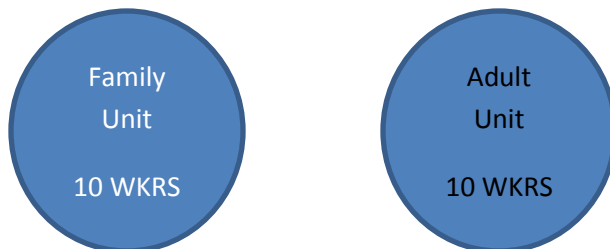
Reorganization of the Eligibility Representative units is necessary to better handle the increasing workloads, the need to hire and train new supervisors and to position the units to have the capacity for future anticipated expansion.

For comparison, we have surveyed other counties concerning their supervisory to eligibility worker ratios. The chart below outlines the survey results of the 52 Counties that responded:



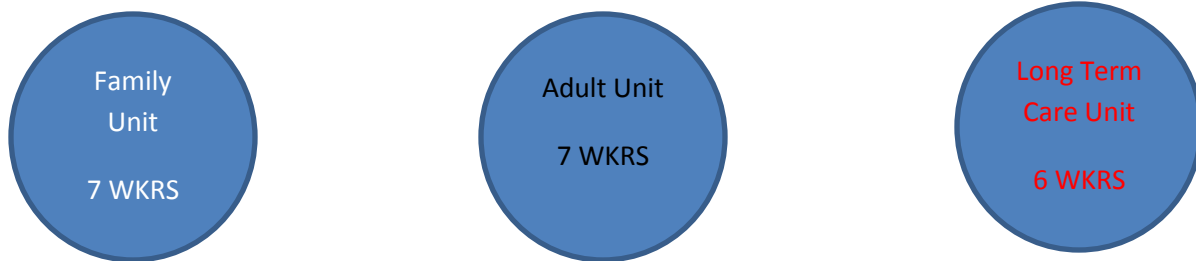
The proposed reorganization would bring our worker ratio more in line neighboring and similar Counties. This reorganization also allows for unit growth in the long term without additional supervisors, or any decrease in efficiency or workload output.

Currently, the Eligibility Representatives are divided into two units of ten workers each. Each unit is managed by a Unit Supervisor. One unit serves the needs of families and children, including MFIP. The other unit serves the needs of adults, including Long Term Care services.



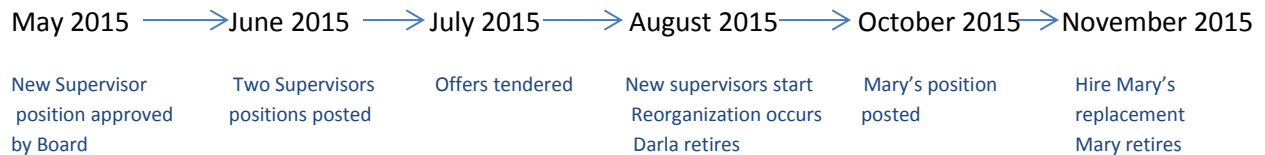
The two significant areas of growth in caseload size and workload, has come in the public medical programs due to the ACA, and also the number of persons receiving Long Term Care services.

The proposed reorganization requires moving from the current two unit configuration, to a three unit system. Each of the three units would be managed by a Unit Supervisor. One unit would deal primarily with children and families, another with adults, and the last with long term care clients.



The new Unit Supervisor position created in this reorganization will be **fully funded** from current enhanced reimbursements received from ACA activities, and will have **no budget impact**, on current or future budgets.

The reorganization would take place upon the retirement of Darla Wulf, expected in late August 2015. Darla’s position would be filled with two supervisors, bringing the compliment of supervisors up to three. The units and personnel would be reorganized at that time. Mary Starr will oversee the reorganization transition until she retires in November 2015. Her position would then be filled at that time. Below is the preferred timeline:



### Bullet Point Summary

- Better able to handle Increased caseloads
- Positions for future eligibility worker FTE growth
- Fully funded from reimbursement revenue
- Increases efficiency
- Allows for new supervisor acclimation
- Enhanced client experience
- Aligns ratio to similar/surrounding Counties
- Creates a stronger Leadership Team
- Increases unit flexibility and opportunity
- Capitalizes on natural transitions

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:**

Income Support Eligibility Representative Unit Supervisor Reorganization

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 - FT	11-120-600-4801-6111	\$72,676.00
Cafeteria Contribution	11-420-600-4801-6121	\$8,040.00
Compensated Abs	11-120-600-4801-6151	\$184.00
H & L Insurance	11-420-600-4801-6152	\$1,360.00
OPEB	11-420-600-4801-6150	\$1,208.00
Medicare	11-420-600-4801-6155	\$1,023.00
PERA	11-420-600-4801-6162	\$5,290.00
FICA	11-420-600-4801-6172	\$4,373.00
Worker's Comp	11-420-600-4801-6173	\$134.00
LTD	11-420-600-4801-6175	\$218.00
<b>TOTAL</b>		<b>\$94,506.00</b>

CREDIT		
Description of Accounts	Acct #	Amount
MA Federal Revenue	11-405-600-0000-...	\$94,506.00
<b>TOTAL</b>		<b>\$94,506.00</b>

Reason for Request:

To reflect in the 2015 budget the salaries and benefits and offsetting revenue for an additional Financial Assistance Supervisor position.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agmt. with Bolton & Menk - CSAH 61 & TH 41 Corridor Study**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Kate Miner"/> Title: <input type="text" value="Transportation Manager"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

The joint corridor study with MnDOT has a primary purpose of providing for short, mid and long-term transportation improvements along CSAH 61 and TH 41. The project will include reviewing: traffic and transit needs, access management, frontage and/or backage road needs, safety, connectivity to other major roadways in the area, trail and pedestrian connections, stormwater requirements, and a review of environmental documentation needs.

As part of the project process, recommendations for the following will be developed: future long-range corridor vision; future corridor concepts that include roadway geometrics, access locations, trails, intersection traffic control and frontage/backage road locations; and concepts for stormwater management.

A separate JPA is being developed between Carver County and MnDOT for cost of the TH 41 portion of the study.

**ACTION REQUESTED:**

Motion to contract with BOLTON AND MENK INC for the CSAH 61 and TH 41 Corridor Study, pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><b>County Dollars =</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td>MnDOT</td> <td style="text-align: right;">\$222,778.25</td> </tr> <tr> <td>County Turnback Funds</td> <td style="text-align: right;">\$299,822.91</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$522,601.16</b></td> </tr> </table> <input type="checkbox"/> Insert additional funding source	<b>County Dollars =</b>	<b>\$0.00</b>	MnDOT	\$222,778.25	County Turnback Funds	\$299,822.91	<b>Total</b>	<b>\$522,601.16</b>
<b>County Dollars =</b>	<b>\$0.00</b>								
MnDOT	\$222,778.25								
County Turnback Funds	\$299,822.91								
<b>Total</b>	<b>\$522,601.16</b>								
<b>FTE IMPACT:</b> <input type="text" value="None"/>									

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3259

Close



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Purchase of Public Works Satellite Facility**

Primary Originating Division/Dept: <input type="text" value="Administrative Services"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Nick Koktavay"/> Title: <input type="text"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="Nick Koktavay"/> Title: <input type="text" value="Interim Administrative Services D"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

Carver County recently completed a Public Works Space Study. The study made a number of recommendations including the elimination of the Watertown Satellite Facility, phasing out the Norwood Young America Satellite Facility, and creating a new satellite facility in the northwestern portion of the County.

The study was presented to the County Board at multiple public work sessions. Based on guidance, the County hired an independent appraiser to evaluate a property located at 3480 County Road 21 in Hollywood Township (PID #060151500).

The Market Value Appraisal conducted by Patchin Messner Dodd & Brumm was for:

Subject Real Estate: \$1,900,000  
 Fixtures & Equipment: \$ 123,920  
 Total Market Value: \$2,023,920

On April 21, the County held a closed session to discuss the appraisal and next steps. Based on the Board's direction, County staff negotiated with the willing sellers.

The negotiated terms of the purchase agreement are:

- Purchase price: \$1,950,000 including Real Estate and Fixtures & Equipment - minus some racks/shelving.
- County to pay closing costs of about \$12,000, portion of 2015 property taxes and 2016 property taxes of about \$40,000, and appraisal and inspection fees of about \$13,000.
- Closing date: September 1, 2015
- Neaton Brothers Erosion will lease office area, part of cold storage building and one bay in the main shop until June 1, 2016 at no cost.
- Contingencies: Carver County Board approval; well and septic system certifications; environmental inspections (as required); CUP approval for County use; and CUP approval for new Neaton Brothers Erosion facility.

In addition to the purchase price, staff estimates that \$300-600K will be needed for improvements, including a salt shed, paving, fuel system upgrades, and HVAC changes. Options and alternatives will be presented to the Board at a future work session.

**ACTION REQUESTED:**

Motion to approve the purchase agreement, pending the County Attorney's Office review, of PID #060151500. Furthermore, authorize and delegate to the County Administrator the authority to sign closing documents.

FISCAL IMPACT: <input type="text" value="Budget amendment request form"/>	FUNDING
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If "Other", specify:

**FTE IMPACT:**

**County Dollars =**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

Real Estate & Fixtures/Equipment	\$1,950,000
Closing Costs	\$12,000
Property Taxes (portion 2015 & 2016)	\$40,000
Appraisal & Inspection Fees	\$13,000
<b>Total</b>	<b>\$2,015,000</b>

Funding will be provided by the 12/31/14 Year End Savings "Y.E.S." Account The primary source of savings came from 2014 FTE vacancies.

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RBA 2015 - 3261

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:**

Purchase of Public Works Satellite Facility

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
Land acquisition	30-118-960.6601	\$1,950,000.00
Closing costs	30-118-960.6601	\$65,000.00
<b>TOTAL</b>		\$2,015,000.00

CREDIT		
Description of Accounts	Acct #	Amount
2014 YES account	fund balance	\$2,015,000.00
<b>TOTAL</b>		\$2,015,000.00

Reason for Request:

Carver County recently completed a Public Works Space Study. The study made a number of recommendations including the elimination of the Watertown Satellite Facility, phasing out the Norwood Young America Satellite Facility, and creating a new satellite facility in the northwestern portion of the County. Funding will be provided by the 12/31/14 Year End Savings "Y.E.S." Account. The primary source of savings came from 2014 FTE vacancies.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session for Labor Negotiations Strategy**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="6/2/2015"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division Dir"/>	Item Type: <input type="text" value="Closed Session"/>
Amount of Time Requested: <input type="text" value="45"/> minutes Presenter: <input type="text" value="Pamela Galanter and Kerie An"/> 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:**

The County is currently in negotiations with SMACC, AFSCME and MNPEA bargaining units; and additional collective bargaining agreements will soon be up for discussion of the 2016 contract year including groups represented by AFSCME, LELS, and Teamsters. Minn Statute 13D.03 subd 2 allows a public entity to enter into a closed session to plan and discuss labor negotiation strategy. Employee Relations has held meetings with bargaining units that presently have open contracts, and is requesting an opportunity for discussion with the Board at this time.

The request is to enter into a closed session to discuss strategy relating to contracts for 2015, 2016 and looking ahead.

**ACTION REQUESTED:**

Motion to move into closed session to discuss labor negotiation strategy.  
 Upon conclusion of the closed session, a motion to return to regular session.

<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"/> Total <span style="float: right;">\$0.00</span>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3274

Close