



Carver County Board of Commissioners  
 December 11, 2018  
 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>New Employee Introduction</b> ..... <b>1</b></li> <li>d) <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 November 20, 2018, Regular Session and November 29, 2018 Budget Public Hearing .....	2-8
	4.	Community Announcements	
9:15 a.m.	5.	<b>CONSENT AGENDA</b>	
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
		5.1 2018 Urban Area Security Initiative (UASI) Grant .....	9-10
		5.2 Sheriff - Request for approval of contract with State of Minnesota for 2018 Emergency Management Performance Grant.....	11-12
		5.3 Carver County Veterans' Court Grant Agreement.....	13
		5.4 Amendment #1 to Contract 17-454 with SRF Consulting Group Inc. for Design and Engineering of the TH 5 Regional Trail.....	14-15
		5.5 Request to hire temporary Child Protection Social Worker II to fill approved leave of absence .....	16-17
		5.6 Request for temporary Child Protection Worker to cover for employee leave .....	18-19
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
		5.7 Amended Resolution Authorizing Eminent Domain for the Highway 41/18 Project .....	20-23
		5.8 2040 Comprehensive Plan Request for Extension .....	24-28
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
		5.9 Encore Donation .....	29
		<i>Finances: Improve the County's financial health and economic profile</i>	
		5.10 Capital Projects Funded and Approved in 2018.....	30-31
		5.11 Irrevocable Trust for Other Post-Employment Benefits ("OPEB").....	32-34
		5.12 Review Social/ Commissioners' Warrants.....	NO ATT



# Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Elissa Selleck, Veteran Services Representative**

Primary Originating Division/Dept: Public Services - Veterans

Meeting Date: 12/11/2018

Contact: Dan Tengwall Title: Veteran Services Officer

Item Type:  
New Employee Intro

Amount of Time Requested: 2 minutes

Attachments:  Yes  No

Presenter: Dan Tengwall Title: Veteran Services Officer

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Elissa Selleck joined the Veterans Services Office earlier this year (June) as an Administrative Intern. In October, the County selected her to fill the vacant Veteran Services Representative position.

**ACTION REQUESTED:**

Welcome Elissa to the County in her new role.

**FISCAL IMPACT:** None

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None**Total** \$0.00 Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5825

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on November 20, 2018. Chair Gayle Degler convened the session at 4:02 p.m.

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

Members absent: None.

Under public participation, Karen Johnson Leuthner, 15735 38<sup>th</sup> Street, Mayer, stated she was a public watchdog and not representing anyone from the County or Township. She pointed out her involvement since 1999 with the Hollywood Township tower, the concerns that were raised at that time and that nothing had been done. She indicated in 2019 she, and others she has been working with, would be reviewing everything that had occurred.

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

Workman moved, Maluchnik seconded, to approve the minutes of the October 30, 2018, Regular Session. Motion carried unanimously.

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

Authorized HH&S acceptance of \$35 Encore donation.

Resolution #85-18, Authorizing Settlement of Compensation to Owner for Acquisition of Real Property Interests Needed for the Highway 41/18 Project.

Resolution #86-18, County Board Acknowledgment, Southwest Reconnection Project.

Resolution #87-18, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interested Needed for the Flying Cloud Drive Reconstruction Project.

Resolution #88-18, Authorizing Eminent Domain to Acquire Real Property Interested Needed for Lyman Boulevard (County State Aid Highway 18) Reconstruction – TH 41 to Galpin Boulevard.

Rescinded Resolution #78-18 and adopted Resolution #89-19, Jurisdictional (Turnback) Agreement with the State of Minnesota.

Resolution #90-18, Authorizing Settlement of Compensation to Owner for Acquisition of Real Property Interests Needed for the Highway 44 Bridge West Chaska Creek Project.

Authorized Public Works to purchase listed equipment from the quoted dealerships.

Resolution #91-18, Approve Grant Agreement SG-10782 with the Metropolitan Council and related

Public Works budget amendment.

Approved amendment #1 to contract 17-458 with WSB & Associates, Inc., for engineering services at Lake Waconia Regional Park pending finalization of contract review process.

Approved amendment #1 to contract 17-451 with WSB & Associates for Phase I development of Coney Island of the West pending completion of contract review process.

Upon notice of separation with the current settlement technician, eliminate the 1.0 FTE settlement technician position and replace with a 1.0 FTE taxation analyst position.

Approved out of state travel for the County Attorney and Chief Deputy County Attorney to attend conference in Arizona from December 9-14, 2018.

Approved out of state travel for traffic engineering coordinator to attend the ATSSA annual conference in Florida.

Approved a cost neutral position to hire a replacement appraiser three months early in January 2019 and correspondingly delay hiring a new additional appraiser by three months to July, 2019.

Ratified MnCCC IFS (general ledger) software contract with TriMin.

Approved limiting business hours in non 24/7 facilities on December 24, 2018, to 8:00 a.m.-12 noon, allowing employees to use PTO, comp time, flex time or voluntary unpaid leave to fill the day, and in specific situations, allowing greater flexibility of work hours within the same work week to accommodate the reduction of regular business hours on the 24<sup>th</sup>.

Authorized the Chair to sign the Data Recovery and Unanticipated Discovery Plan for Coney Island of the West, and submit to the State Historic Preservation Office.

Approved the following abatements:

20.1270110	Steven Larson (2017, 2018)
25.5540240	Kyle Bergs
07.5500220	Michael Guethling
25.4260603	Stephen Alexander
75.4580150	Todd Bohman
30.0890230	Mary Mittlestaedt
25.1602371	Craig Rhatigan
75.5200030	Anthony Nicholls
20.1412001	Tanya Coder
20.1130040	Steven Munkelwitz

Reviewed November 6, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$235,706.46; reviewed November 13, 2018, Community Social Services'

actions/Commissioners' warrants in the amount of \$312,746.61 and reviewed November 20, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$396,595.07.

Motion carried unanimously.

Rick Carlson, Carver County Extension Committee Chair, appeared before the Board to recognize Jeff and Tina Vinkemeier as Farm Family of the Year. He pointed out the many hard working farm families in the County and congratulated the Vinkemeiers for receiving this award.

The Board acknowledged the Vinkemeiers have done an excellent job, are a credit to the farming industry and deserved this honor.

Lynch moved, Workman seconded, to open the public hearing on the floodplain zoning code and map changes. Motion carried unanimously.

Jason Mielke, Land Management, entered into the record the Proof of Publication of the public hearing notice, the Planning Commission Resolution and record, the draft Ordinance #88-2018, the draft County Board Resolution, the draft Zoning Map, DNR conditional approval dated August 27th, FEMA letter dated September 17th and all and any other attachments part of the file.

He explained the Planning Commission recommended approval of text changes and reorganized sections of the zoning code as well as updates to the Official County Zoning Map. He stated the ordinance is specific to the updates to the floodplain regulations as well as the floodplain overlay district layer of the zoning map and only pertains to the unincorporated areas of the County. He indicated, under FEMA standards for implementing flood management measures for the County, new FEMA maps would take effect December 21<sup>st</sup>. He clarified this process also requires the County to amend and adopt the zoning code floodplain section to incorporate the new maps and text updates that correspond to the approved FEMA floodplain maps. He noted these changes are required in order to allow property owners the opportunity to purchase flood insurance protection.

Mielke reviewed the proposed language changes in the zoning code. He noted the new language would be going away from using the 100-year floodplain term and replacing it with the term 1% chance flood, also road and bridge projects are now in the permitted use section. He indicated the zoning code required updates to the floodplain map and the floodplain overlay district.

The Board questioned an area in the City of Watertown which is currently located in floodplain and if the public was aware of the changes being made. Mielke responded there is an area within the City of Watertown that is being reviewed/modified, and the County and City are working with the DNR to update modeling data to submit to FEMA for review and approval.

Mielke added this floodplain update process has been taking place for a number of years, FEMA has completed a re-evaluation of flood hazards in the county and given a formal deadline for amendments to floodplain language in ordinances and maps. FEMA has provided public notice of the proposed flood hazard determinations for our community in the County Official Newspaper.

Mielke noted cities also have been holding meetings to inform residents of the FEMA update, and they have been doing a good job of keeping property owners on notice.

Mike Lynch, Watertown, inquired if the Resolution needed to be passed prior to the Watertown area being removed from the floodplain. Mielke recognized the area in question lies within the City of Watertown and will require DNR, City and County to work together to submit a Letter of Map Revision (LOMR) to FEMA for approval.

Laura Jaunich, Assistant County Attorney, recommended the Board go forward today and then continue to work to resolve the issue in Watertown.

Maluchnik moved, Ische seconded, to close the public hearing. Motion carried unanimously.

Maluchnik offered the following Resolution, seconded by Workman:

Resolution #92-18  
Adopting Ordinance No. 88-2018  
Amending Chapter 152, County Zoning Code and Carver County Zoning Map  
Including the Floodplain Overlay District

On vote taken, all voted aye

**Ordinance No. 88-2018, Amendments to Chapter 152 the Carver County Zoning Code; and the Carver County Zoning Map, including the Floodplain Overlay District.**

The following is a summary of the essential elements of Ordinance No. 88-2018 for the purpose of publication as required by M.S. Section 375.51. A printed official copy of the ordinance is available for inspection by any person during regular business hours at the office of the Carver County Recorder, or a copy may be obtained from the Carver County Land Management Department. Ordinance No. 88-2018 includes text amendments and reorganized sections to the Carver County Zoning Code – Chapter 152, as well as, updates to the Official County Zoning Map, including the Floodplain Overlay District. The ordinance is intended for the unincorporated areas of the county and would provide for compliance with the Federal Emergency Management Agency (FEMA) standards. The standards, which are intended to correspond to the approved FEMA Flood Insurance Rate Maps and Floodplain Management measures, include updates to current zoning language and map references, updated Floodplain Overlay District boundaries based on FEMA and MN DNR review and approval, and adding or revising definitions.

Ische moved, Lynch seconded, to open the public hearing to consider changes to the County's 2019 fee schedule. Motion carried unanimously.

David Frischmon, Finance, explained Statute allows the County to charge fees to cover the costs to provide services. He noted the changes reflect increased costs and aligns County's fees to be

consistent with other organizations.

Greg Boe, Environmental Services Manager, reviewed the proposed \$3.00 increase in the solid waste fee. He indicated this would be used to decrease the impact on the general levy and improve special waste collections throughout the County. He stated the two largest expenses they would be covering are the shortfall in payroll expenses and the \$60,000 needed for the mill and overlay project at the Environmental Center.

No public testimony was received.

Workman moved, Lynch seconded, to close the public hearing. Motion carried unanimously.

Ische offered the following Resolution, seconded by Maluchnik:

Resolution #93-18  
Adopting Ordinance 87-2019  
The Carver County Fee Schedule

On vote taken, all voted aye.

Ordinance 87-2019, Amendments to Ordinance 87, the Carver County Fee-For-Service Schedule.

The following is a summary of the essential elements of Ordinance 87-2019 for the purpose of publication as required by M.S. Section 375.51. A printed official copy of the ordinance is available for inspection by any person during regular business hours at the office of the Carver County Auditor, or a copy may be purchased from the Carver County Finance Department. Ordinance 87-2019 provides for the 2019 Carver County Fee Schedule, which is a list of fees that Carver County charges to cover its costs associated with providing various services, including but not limited to recording, filing, certifying, providing copies, solid waste fees, and services provided by any county office, official, department, court, or employee. There is a reasonable relation between the fee and the cost of providing the service.

David Hemze, County Administrator, requested the Board adopt their 2019 Legislative Priorities. He pointed out issues were selected that were important to the County and they were not in any priority order. Hemze explained each of the eleven legislative issues they would be discussing with the County's legislative delegation. Chair Degler requested that "Improve" be changed to "Revise" related to the eminent domain priority and the Board concurred.

Claire Robling, County lobbyist, recognized there would be a new environment this year at the legislature and there will be differences in opinion. She noted Governor Elect Walz was planning to get new transportation funding and with the State having a surplus, some of that may go to transportation projects.

Workman moved, Lynch seconded, to adopt the County's 2019 Legislative Priorities as outlined. Motion carried unanimously.



Lynch moved, Ische seconded, to adjourn as the County Board and convene as the Carver County Ditch Authority. Motion carried unanimously.

David Frischmon, Finance, requested the Ditch Authority approve 2019 ditch assessments to cover the costs for services provided. He confirmed no property tax dollars are involved as the cost of the ditches is spread across benefiting property owners.

Ische moved, Lynch seconded, to approve the following 2019 ditch assessments:

County Ditch 6	\$5,000
County Ditch 9	\$10,000
Joint Ditch 2	\$2,000
Joint Ditch 4	\$10,000
Joint Ditch 5	\$15,000
Joint Ditch 21	\$5,000
Joint Ditch 22	\$10,000

Ische moved, Lynch seconded, to adjourn as the Carver County Ditch Authority at 5:18 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.)

A public hearing on the proposed 2019 budget was held at the Government Center in Chaska on November 29, 2018. Chair Degler convened the meeting at 6:04 p.m.

Commissioners present: Gayle Degler, Chair, Randy Maluchnik, Vice Chair, Tim Lynch and Tom Workman.

Commissioners absent: James Ische

Lynch moved, Workman seconded, to open the public hearing. Motion carried unanimously.

No member of the public was in attendance.

Maluchnik moved, Workman seconded, to close the public hearing and adjourn the 2019 public hearing at 6:05 p.m. Motion carried unanimously.

David Hemze  
County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**2018 Urban Area Security Initiative (UASI) Grant**

Primary Originating Division/Dept: Sheriff

Meeting Date: 12/11/2018

Contact: Deb Paige  Title: Commander, Emergency Mgmt

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:**

This Urban Area Security Initiative (UASI) grant was awarded by the State of Minnesota, Department of Public Safety - Homeland Security & Emergency Management Division. This will be the fourth time that Carver County Emergency Management has been awarded this grant. The grants funds may be used to fund (FTE/PTE/Paid on Call/Intern & Contracted vendor) for planning activities as it relates to all 5 mission areas – prevention, protection, mitigation, response and recovery.

Funds may be used for educational opportunities such as conferences, workshops and seminars which will allow for various personnel to learn best practices in preparing for, responding to & recovering from disasters. Additional investments would be for public education & citizen preparedness initiatives to improve the resiliency of our communities through activities to expand individual, family, & business emergency & terrorism prevention awareness based on the Whole Community Approach.

**ACTION REQUESTED:**

Motion to authorize the Division to contract with the State of Minnesota, Division of Homeland Security & Emergency Management, subject to contract review by the County Attorney's Office and Risk Management.

**FISCAL IMPACT:** Budget amendment request form

**FUNDING**

If "Other", specify:

County Dollars =  \$50,000.00

**FTE IMPACT:** None

**Total**  \$50,000.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5765

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: 2018 Urban Area Security Initiative (UASI) 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			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Professional Services	01-201-280-1918-6260	\$50,000.00	2018 UASI Grant	01-201-280-1918-...	\$50,000.00
<b>TOTAL</b>		\$50,000.00	<b>TOTAL</b>		\$50,000.00

Reason for Request:

We have been awarded the 2018 Urban Area Securities Initiative (UASI) Grant and are adding it to our budget. Please create service code 1918 Urban Area Security Grant Code 2018

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Sheriff - Request for approval of contract with State of Minnesota for 2018 Emergency Management Performance Grant**

Primary Originating Division/Dept: Sheriff <input type="text"/>	Meeting Date: 12/11/2018 <input type="text"/>
Contact: Debra Paige <input type="text"/> Title: Commander <input type="text"/>	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: Communities: Create and maintain safe, healthy, and livable communities <input type="text"/>	

**BACKGROUND/JUSTIFICATION:**

The Emergency Management Performance Grant (EMPG) is awarded based on an annual request for federally-funded assistance from the State of Minnesota, Department of Public Safety - Homeland Security & Emergency Management Division, and is used to support the Carver County Emergency Management Program. Specifically, this grant covers a portion of salary for employees in the Emergency Management Program. The effective date of this grant is 01/01/2018 to 12/31/2018. There is a 100% match required for this grant which is covered in the budget for the Emergency Management Program. The match is achieved through salary. We have partnered on this grant with the state for many years.

**ACTION REQUESTED:**

Motion to authorize the County Board Chair and the County Administrator to sign and accept the Grant Agreement for the 2018 Emergency Management Performance Grant (EMPG). Reviewed and approved by the County Attorney's Office and Risk Management.

<b>FISCAL IMPACT:</b> Budget amendment request form <input type="text"/> <p><i>If "Other", specify:</i> <input type="text"/></p>	<b>FUNDING</b> County Dollars = <input type="text"/> <b>\$52,112.00</b> <input type="text"/> <b>Total</b> <input type="text"/> <b>\$52,112.00</b>
<b>FTE IMPACT:</b> None <input type="text"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

There is a 100% match required for this grant which is covered in the budget for the Emergency Management Program.

*Office use only:*

RBA 2018 - 5803

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Sheriff - Request for approval of contract with State of Minnesota for 2018 Emergency Management

**Agenda Item:** Performance 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	01-201-280-1904-6111	\$52,112.00
<b>TOTAL</b>		\$52,112.00

CREDIT		
Description of Accounts	Acct #	Amount
Emergency Mgmt Performance Grant	01-201-280-1904-...	\$52,112.00
<b>TOTAL</b>		\$52,112.00

Reason for Request:

We have been awarded the 2018 Emergency Management Performance Grant (EMPG) and are adding it to our budget.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Carver County Veterans' Court Grant Agreement**

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:**

This grant funds a Veterans' Court Coordinator (.28 FTE) position, as well as some training, drug testing, and other miscellaneous expenses. The initial grant was \$47,000 for state FY2019. Funds from state FY2018 were not spent, so the state allowed a rollover of those funds, totalling \$78,259.18.

**ACTION REQUESTED:**

Motion to approve Veterans' Court Grant Agreement with the 1st Judicial District

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

**FUNDING**

<b>County Dollars =</b>	<input type="text" value=""/>
Grant (state of MN)	\$78,259.18
<b>Total</b>	<b>\$78,259.18</b>

**FTE IMPACT:**  ▼

Insert additional funding source

**Related Financial/FTE Comments:**

Program 259 budget lines

*Office use only:*

RBA 2018 - 5821

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Amendment #1 to Contract 17-454 with SRF Consulting Group Inc. for Design and Engineering of the TH 5 Regional Trail**

Primary Originating Division/Dept: <u>Public Works - Parks</u>	Meeting Date: <u>12/11/2018</u>
Contact: <u>Connie Keller</u> Title: <u>Parks Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Carver County entered into contract 17-454 with SRF Consulting Inc. for work to preliminary design, engineer and complete project memorandum for approximately 2 miles of trail along the Minnesota Landscape Arboretum and TH 5. The project area extends from Minnewashta Parkway to Century Boulevard in Chanhassen.

It is recommended that the contract with SRF consulting be amended to include professional service of completing final design, preparation of construction documents and bidding services for the Trunk Highway 5 Regional Trail project between Century Boulevard and Minnewashta Parkway.

At a later date, an amendment to the contract will be needed for construction management.

Funding Sources

- Federal Transportation Enhancement Funding \$1,192,000
- 2019 Parks and Trails Funds \$301,214
- 2020 Parks and Trails Funds \$285,451
- City of Chanhassen \$600,000
- University of Minnesota Landscape Arboretum \$600,000
- County CPA (2014-2019) \$573,677
- Parks Tax Forfeit Proceeds \$116,096.
- Programmed total = \$3,668,438

**ACTION REQUESTED:**

Motion to approve Amendment #1 to contract 17-454 for professional services with SRF Consulting Group Inc. pending finalization of the contract review process.

**FISCAL IMPACT:** Budget amendment request form

*If "Other", specify:*

**FUNDING**

County Dollars =	<input style="width: 100%;" type="text"/>
County Program Aid	\$142,756.00
<b>Total</b>	<b>\$142,756.00</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

Original contact amount \$115,873, contract amendment amount \$142,756, total amount including the amendment \$258,629. Budget amendment included to redirect accumulated CPA funds to this project, \$469,379.



# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Amendment #1 to Contract 17-454 with SRF Consulting Group Inc. for Design and Engineering of the TH 5

Agenda Item: Regional Trail

Department:

Meeting Date: 12/11/2018

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: Martin Walsh

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Construction- CPA	34-522-196.6681	\$469,379.00	Accumulated CPA funds	34-000-196.6681	\$469,379.00
<b>TOTAL</b>		\$469,379.00	<b>TOTAL</b>		\$469,379.00

Reason for Request:

To allocate accumulated P&T CIP County Program Aid funds (2014-2017) to the TH5 Regional Trail project.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request to hire temporary Child Protection Social Worker II to fill approved leave of absence**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The Child and Family Department will have a full time Social Worker II taking approved leave beginning around February 13th, 2019 . The granted leave is for appoximately a 3 month period. This period of time can be covered by a temporary employee. The temporary employee needed to cover the leave of absence can be identified upon approval of this requisition. We will attempt to identify temporary staff with prior experience with our agency, and be able to effectively assume the duties of the staff on leave. Filling the position on a temporary basis is critical to maintaining safety and progress on the affected caseloads. Current caseload size prohibits distributing cases to exisiting workers during the leave. The cost of the temporary position will be funded through utilizing Employee Relations temporary coverage budget.

**ACTION REQUESTED:**

Motion to approve utilizing Employee Relations temporary coverage budget to fund a temporary Social Worker II position to fill a 3 month approved leave of absence.

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

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
ER-temp coverage budge	\$19,633.68
<b>Total</b>	<b>\$19,633.68</b>

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

No additional County levy dollars required due to utilization of Employee Relations temporary coverage budget.

*Office use only:*

RBA 2018 - 5832

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Request to hire temporary Child Protection Social Worker II to fill maternity leave of absence

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- 2019	11-422-700-0000-61...	\$19,633.68
<b>TOTAL</b>		\$19,633.68

CREDIT		
Description of Accounts	Acct #	Amount
ER-temp coverage budget- 2019	01-820-6119	\$19,633.68
<b>TOTAL</b>		\$19,633.68

Reason for Request:

Employee Relations temporary coverage budget to fund a temporary Social Worker II position to fill an employee leave of absence.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for temporary Child Protection Worker to cover for employee leave**

Primary Originating Division/Dept: Health & Human Services - Child & Family

Meeting Date: 12/11/2018

Contact: Rod Franks Title: HS 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:**

The Child and Family Department has a full time Social Worker II on an approved leave beginning December 3rd, 2019 . The granted leave is for approximately one month period, but could be extended longer. This period of time can be covered by a temporary employee. The temporary employee needed to cover the leave of absence can be identified upon approval of this requisition. We will attempt to identify temporary staff with prior experience with our agency, and be able to effectively assume the duties of the staff on leave. Filling the position on a temporary basis is critical to maintaining safety and progress on the affected caseloads. Current caseload size prohibits distributing cases to existing workers during the leave. The cost of the temporary position will be funded through utilizing Employee Relations temporary coverage budget.

While it is anticipated that the temporary employee will serve for a duration of one month, the temporary employee may serve for a maximum of 67 work days. The total cost for the maximum 67 days is \$19,633.68,

**ACTION REQUESTED:**

Motion to approve utilizing Employee Relations temporary coverage budget to fund a temporary Social Worker II position to fill an employee leave of absence.

**FISCAL IMPACT:** Budget amendment request form

**FUNDING**

If "Other", specify:

County Dollars =

**FTE IMPACT:** None

ER-temp coverage budge \$19,633.68

**Total** \$19,633.68

Insert additional funding source

**Related Financial/FTE Comments:**

No additional County levy dollars required due to utilization of Employee Relations temporary coverage budget.

Office use only:

RBA 2018 - 5842

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Request for temporary Child Protection Worker to cover for employee leave

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- 2018	11-422-700-0000-6111	\$4,395.60
Salaries- 2019	11-422-700.6111	\$15,238.08
<b>TOTAL</b>		<b>\$19,633.68</b>

CREDIT		
Description of Accounts	Acct #	Amount
ER-temp coverage budget- 2018	01-820.6119	\$4,395.60
ER-temp coverage budget- 2019	01-820.6119	\$15,238.08
<b>TOTAL</b>		<b>\$19,633.68</b>

Reason for Request:

Request to use Employee Relation temporary coverage budget to fund a temporary Social Worker II position to fill an employee leave of absence.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Amended Resolution Authorizing Eminent Domain for the Highway 41/18 Project**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="12/11/2018"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Right-of-Way Agent"/>	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="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

During the November 20, 2018 board meeting, the Carver County Commissioners approved a resolution authorizing the use of eminent domain to acquire real property interests for the reconstruction of Highway 18 (Lyman Blvd) from approximately .5 miles west of Highway 41 to Galpin Blvd and includes the construction of roundabouts at the intersections with Highway 41, Peavey Road and Norex Drive. However, an additional property owner has not settled and must be added to the list of properties included in the eminent domain action.

**ACTION REQUESTED:**

Adopt a revised resolution authorizing and directing the County Attorney to take all steps necessary to acquire the easements necessary for the Highway 41/18 Project by filing an action in eminent domain, negotiation of early entry authorization and the use of the quick-take procedure.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<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:

*Office use only:*

RBA 2018 - 5840

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

Date: December 11, 2018

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

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

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

---

**Amended Resolution Authorizing Eminent Domain to Acquire  
Real Property Interests Needed for Lyman Boulevard  
(County State Aid Highway 18 ) Reconstruction –  
TH41 to Galpin Boulevard (Amending Resolution No. 88-18, Passed November 20, 2018)**

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

WHEREAS, the County proposes to construct highway and related improvements for the safety of the traveling public in Carver County by reconstructing Lyman Boulevard (also known as “County State Aid Highway 18”) from Trunk Highway 41 to Galpin Boulevard, pursuant to Carver County Right of Way Plat No. 27, as part of Project No.128637 (“Project”); and

WHEREAS, the County, acting by and through its Board of Commissioners, pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, is authorized to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners identified in Exhibit A, attached hereto; and

WHEREAS, based upon appraisal reports of damages obtained by the County from an independent licensed real estate appraiser, and in accordance with authorization of the Board of Commissioners, the Public Works Division Director or agents under his supervision have made offers of compensation to owners of affected properties for the real property interests required from those owners for the Project. Despite good faith efforts, negotiations with the Owners identified in Exhibit A for the direct purchase of the real property interests which the County needs for the Project have been unsuccessful; and

WHEREAS, the Board of Commissioners finds that it is reasonably necessary, proper, and convenient, in furtherance of the Project, and in the interest of the public health, convenience, and general welfare of the citizens of the County that the County acquire title to and possession of the real property interests described in Exhibit A through use of the power of eminent domain; and

WHEREAS, the County has the right pursuant to Minnesota Statutes, § 117.042 to acquire title and possession of the real property interests needed for the Project prior to the filing of an award of damages by court-appointed commissioners; and

WHEREAS, the Board of Commissioners finds that the funding and construction schedule for the Project make it necessary for the County to acquire title to and possession of the real property interests described in Exhibit A prior to the filing of the final report of the condemnation commissioners to be appointed by the district court.

NOW, THEREFORE, BE IT RESOLVED that County's acquisition of the real property interests described in Exhibit A from the Owners identified in Exhibit A, and the construction of highway and related improvements for the reconstruction of Lyman Boulevard from TH41 to Galpin Boulevard, as part of Project 128637, constitute a valid public use and public purpose; and

BE IT FURTHER RESOLVED that it is the considered judgment of the Board of Commissioners that the County must acquire the real property interests described in Exhibit A, attached hereto and incorporated herein, as though fully set forth at this point, from the Owners identified in Exhibit A, attached hereto and made a part hereof as though fully set forth at this point, for the stated public purposes, and that the County shall acquire said real property interests, if necessary, through the exercise of the power of eminent domain, and early transfer of title and possession of said real property interests pursuant to Minn. Stat. Section 117.042; and

BE IT FURTHER RESOLVED that the County Attorney and legal counsel retained by the County are hereby authorized to take all steps necessary to acquire the real property interests described in Exhibit A from the Owners identified in Exhibit A, including the filing of the Petition necessary to initiate an action in eminent domain in District Court and using the process provided for in Minn. Stat. Section 117.042, and prosecuting such action and all related matters needed to bring the action to a successful conclusion or until the action is abandoned, dismissed, or terminated by the County or District Court.

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 certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of Commissioners, Carver County, Minnesota, at its session held on December 11, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of December, 2018

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



**EXHIBIT A**  
**TO AMENDED RESOLUTION AUTHORIZING EMINENT DOMAIN**

**Real Property Interests To Be Acquired for the Project and Affected Fee Owners**

<b><u>Parcel</u></b>	<b><u>Fee Owner</u></b>	<b><u>Property I. D. No.</u></b>	<b><u>Interests To Be Acquired</u></b>
1	Via West, Inc.	30.0590020	-Permanent highway easement containing 9,647 S.F.  -Permanent drainage and utility easement containing 8,113 S.F.  -Temporary construction easement containing 6,858 S.F.
9	S&S Buller Family, LLC	30.0160420	-Permanent highway easement containing 8,141 S.F. -Temporary construction easement containing 4,518 S.F.
10	S&S Buller Family, LLC	30.5430010	-Permanent highway easement containing 2,246 S.F. -Temporary construction easement containing 31,059 S.F.
19	Holasek Farms, L.P.	25.0210100, 30.0071100,  30.0500490	-Permanent drainage and utility easement containing 4,804 S.F. -Temporary easement for construction purposes containing 12,790 S.F.
21	Crown Fab, LLC	30.0570050	-Permanent highway easement containing 7,285 S.F. -Temporary construction easement containing 2,843 S.F.
23	McLaughlin Gormley King Company	30.0550060	-Permanent highway easement containing 29,526 S.F. -Temporary construction easement containing 12,560 S.F.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2040 Comprehensive Plan Request for Extension**

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 DRAFT of the Carver County 2040 Comprehensive Plan was released for public and community review in June 2018. The next step will be to revise the DRAFT and submit a final version to the Metropolitan Council. Given a vacancy in the Planning & Water Management (PWM) Department's Planner position last summer, the need to address the comments received during the 6-month review period, and the need for Public Works to account for changes in multiple cities' future plans and traffic impacts, PWM is preparing to apply for an extension. The Metropolitan Council recently approved a second application round for extensions to the December 31, 2018 Comprehensive Plan Deadline. The attached memo provides more detail.

**ACTION REQUESTED:**

Motion to adopt a resolution requesting an extension of the Comprehensive Plan schedule from the Metropolitan Council.

**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 2018 - 5834

## Memo

**To:** Carver County Commissioners  
**Thru:** Paul Moline, Tom Vellenga, David Hemze  
**From:** Adriana Atcheson, Planner, Planning & Water Management Department  
**Date:** December 3, 2018  
**Re:** 2040 Comprehensive Plan Deadline Extension

Enclosures: Updated Schedule

---

The Metropolitan Council recently approved a second application round for extensions to the December 31, 2018 Comprehensive Plan Deadline. Communities are able to request a deadline extension of up to 6 months (through June 30, 2019).

The Planning and Water Management Department is preparing to apply for this extension. The extension is necessary, given a vacancy in the Planning & Water Management (PWM) Department's Planner position last summer, combined with the need to address the comments received during the 6-month review period. Public Works also requires an extension to re-run their transportation model for the 2040 Comprehensive Plan, as multiple cities have made changes to the approved 2040 System Statements and their future land use assumptions.

### Revised Timeline

The PWM staff is planning to bring the extension request to the County Board meeting on December 11, 2018. The revised timeline based on this request is shown below. The County staff completed the draft of the 2040 Comprehensive Plan and distributed it for the 6-month review period, which closed on November 1, 2018. The draft plan is being revised based on the public and affected jurisdiction comments, along with the comments received from the Metropolitan Council. PWM staff members are planning to attend the Planning Commission meeting on December 18, 2018 to discuss potential changes to the plan based on the 6-month review period comments. An open house will be held in early 2019 to present the revised final draft of the Plan to the public and stakeholders. Meetings with the Townships will continue as needed.

In February 2019 a final version of the draft will be brought to the Planning Commission for a public hearing. Following the public hearing, the Comprehensive Plan will be brought to the County Board for approval. Ultimately, the County will submit the Plan to the Metropolitan Council.

Task	2018												2019						Due Date
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Develop Draft Plan																			
6-month review																			
City and Township Meetings																			
Attend all Township meeting																			
Public Input																			
Open House																			
Apply for Extension																			
Develop Final Draft																			
Revise Plan based on 6-month review comments																			
Rerun Transportation Model																			
Planning Commission Meeting/Public Hearing																			
County Board Meeting																			
Submit to Metropolitan Council																			

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

Date: December 11, 2018

Resolution #

Motion by Commissioner  
Seconded by Commissioner

=====

**A Resolution Requesting a Time Extension to Complete the 2040 Carver County Comprehensive Plan**

**WHEREAS** Minnesota Statutes section 473.864 requires local governmental units to review and, if necessary, amend their entire comprehensive plans and their fiscal devices and official controls at least once every ten years to ensure that comprehensive plans conform with metropolitan system plans and that fiscal devices and official controls do not conflict with comprehensive plans; and

**WHEREAS** Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

**WHEREAS** Minnesota Statutes section 473.864 authorizes the Metropolitan Council to grant extensions to local governmental units to allow local governmental units additional time within which to complete the “decennial” review and amendments; and

**WHEREAS** any extensions granted by the Metropolitan Council must include a timetable and plan for completing the review and amendment; and

**WHEREAS** at its November 15, 2018 meeting the Metropolitan Council authorized its staff administratively to review and grant extensions if extension requests were submitted by December 21, 2018; and

**WHEREAS** extensions for completing decennial updates do not change any due dates for surface water management plans or water supply plans; and

**WHEREAS** the County will not be able to complete its Comprehensive Plan “decennial” review by December 31, 2018, for the following reasons: an unforeseen planning staff vacancy, the need to review all community comments, and the need to re-run the transportation model to reflect changes in multiple cities’ system statements and future land use assumptions.

**WHEREAS** the County Board finds that it is appropriate to request from the Metropolitan Council an extension in order to provide the County sufficient time to complete and submit a thoroughly updated Comprehensive Plan to the Metropolitan Council for review and amend its fiscal devices and official controls.

**THEREFORE, BE IT RESOLVED** THAT the Carver County Board of Commissioners directs its staff to:

1. Submit to the Metropolitan Council no later than December 21, 2018 an application requesting an extension to June 30, 2019, and
2. include with the extension request a reasonably detailed timetable and plan for completing the review and amendment by June 30, 2019.

=====

<b>YES</b>	<b>NO</b>	<b>ABSENT</b>
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=====

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 11th day of December, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

---

David Hemze, County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Encore Donation**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:  
 ▼

**BACKGROUND/JUSTIFICATION:**

Encore received a donation on handmade quilted clothing protectors. They will be used by Encore for those participants who would benefit from the clothing protectors during program hours. 9 clothing protectors were donated with an estimated value of \$135.00

**ACTION REQUESTED:**

Approve receipt of Donation.

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

**FUNDING**  
County Dollars =   
  
**Total**

**FTE IMPACT:**  ▼

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5837

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Capital Projects Funded and Approved in 2018**

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 Administrator's Recommended 2019 Budget included capital projects totalling \$628K that are recommended to be approved and funded in 2018 so they don't have to wait for the pay-as-you go funding from the State's Turnback Reimbursement account in 2019.

**ACTION REQUESTED:**

Motion to approve the County Administrator's Recommended funding for the \$628K capital projects listed on the attached 2019 Budget Attachment E with \$508K with the County Board's Year-End Savings (Y.E.S.) Account and \$120K in additional State Turnback Reimbursement in 2018.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

The County Board's Y.E.S. account balance is projected to be approximately \$3M as of 12/31/18.

*Office use only:*

RBA 2018 - 5843



**2019 Budget: Software and Other One-Time Projects**

as of 12/11/2018

	Item	2019 LTFP/Division Director Request	County Administrator Recommendation	2019 Board Approved
2019 Long Term Financial Plan	PW Cologne Roof Repairs	\$ 100,000	100,000	
2019 Long Term Financial Plan	PW Cologne Salt Shed Fabric Replacement	25,000	25,000	
2019 Long Term Financial Plan	Road & Bridge Projects- Bridge Replacement	650,000	650,000	
2019 Long Term Financial Plan	Sheriff Emergency Management Incident Command Unit (Pushed back to 2020)	150,000	-	-
2019 Long Term Financial Plan	Sheriff Microwave Radios System Upgrade	155,000	155,000	-
HHS	1st Street Center improvements- Kitchen Remodel	30,000	30,000	
Public Works/Parks	Trail Construction at Lake Waconia RP in connection with MCES sewer project	100,000	100,000	
Public Works/Parks	Watercraft for Waconia RP to transport personnel and equipment to/from Coney Island	100,000	-	-
Public Works/Parks	Contingency funding for Coney Island and Lake Waconia RP to fill a funding gap for island clean up and lake shore access	100,000	100,000	
Public Works/Parks	Contingency funding for TH5 Arboretum Trail Connection to fill a funding gap for construction	100,000	100,000	
Public Works/Parks	Skid Loader (Minnewashta Park)	70,000	70,000	
Public Works	Out-building improvements at Cologne	280,000	280,000	-
Public Works	Advanced Traffic Management Software - CENTRACS	75,000	75,000	
Public Works	Transportation Asset Management Plan- professional services need	100,000	100,000	
HHS	iPad replacements	30,000	30,000	
Property and Financial Services	DS450 high-speed Absentee Ballot Counter - (rented DS850 for 2016 election and rented DS450 for 2018 election - 2018 rental cost applied to purchase if purchase made in 2018	100,000	38,000	-
Property and Financial Services	Surface Pros replacements	-	33,000	
Property and Financial Services	Land Records - land notification software	12,000	12,000	-
Property and Financial Services	Real ID cameras- License Centers	15,000	15,000	-
Facilities	1-ton truck	65,000	65,000	
Facilities	Energy Management System Update	100,000	100,000	
Facilities	PW Boiler Replacement	90,000	90,000	
	One Time Projects Total =	2,447,000	2,168,000	-
	Initial Project Funding Shortage	(907,000)	(628,000)	-
	One-Time Funding Sources:			
	State Turnback Reimbursement	\$ 1,440,000	\$ 1,440,000	\$ -
	Redirect CPA from Operating Budget	100,000	100,000	
	Total One-Time Funding Sources:	<u>\$ 1,540,000</u>	<u>\$ 1,540,000</u>	
	Additional 2018 Turnback received	\$120,000	\$120,000	
	YES Funded projects in 2018 - 12/11/18 Request for Board Action	\$787,000	\$508,000	
	Total	<u>\$907,000</u>	<u>\$628,000</u>	

Turnback estimates by year	
1,440,000	2019
1,450,000	2020
3,210,000	2021
1,910,000	2022

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Irrevocable Trust for Other Post-Employment Benefits ("OPEB")**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

On February 2nd, 2010 the County Board approved an OPEB Trust Agreement which established a Revocable OPEB Trust administered by the Minnesota Public Employees Retirement Association (PERA).

At an October 23rd, 2018 Board workshop, the Finance staff and the County's actuary from Hildi Incorporated, presented the benefits of changing from a Revocable OPEB Trust to an Irrevocable OPEB Trust primarily due to a new Governmental Accounting Standards Board ("GASB") pronouncement. The main benefit to the new GASB pronouncement is a higher discount rate for an Irrevocable OPEB Trust which significantly reduces the County's OPEB Liability and correspondingly the County's 2019 estimated OPEB Actuarially Determined Contribution ("ADC") by \$600K.

**ACTION REQUESTED:**

Motion to adopt the attached resolution to change from a Revocable OPEB Trust to an Irrevocable OPEB Trust administered by PERA.

**FISCAL IMPACT:**  ▼

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

Reducing the County's 2019 OPEB ADC by \$600K is included in the revised County Administrator's Recommended 2019 Budget.

Office use only:

RBA 2018 - 5844

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

Date: December 11, 2018 Resolution: \_\_\_\_\_  
Motion by Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

**Resolution  
OPEB Trust from Revocable to Irrevocable**

WHEREAS, Minnesota Statutes 471.6175 allows political subdivisions that have an actuarial liability for post-employment benefits to establish a trust, either revocable or irrevocable, to pay for health insurance coverage to employees after termination of their employment; and

WHEREAS, On February 2<sup>nd</sup>, 2010, the Carver County Board of Commissioners (the Board) authorized the County Board Chair and County Administrator to sign a Section 115 Other Post- Employment Benefits (OPEB) Trust Agreement which established a revocable OPEB trust; and

WHEREAS, On February 2<sup>nd</sup>, 2010, the Board authorized the County Board Chair and County Administrator to sign an OPEB Administrative Account Agreement with the Minnesota Public Employees Retirement Association (PERA) which established the management of the revocable OPEB trust; and

WHEREAS, A clause was incorporated into the OPEB Administrative Account Agreement with PERA that allows the OPEB trust to be converted from revocable to irrevocable at any time in the future by adoption of a resolution and subsequent notification to PERA; and

WHEREAS, Conversion of the OPEB trust from revocable to irrevocable would ensure that funds in the trust will be used to satisfy Carver County's OPEB liabilities and not be diverted to any other purpose; and

WHEREAS, MN Statute 471.6175 states that funds in an irrevocable OPEB Trust, are held in trust for the exclusive benefit of former officers and employees of the county, and are not subject to claims by creditors of the state, the County, or former or current employees of the county, or trust administrator; and

WHEREAS, Minnesota Statutes 471.6175 allows political subdivisions that have an actuarial liability for post-employment benefits to establish a trust, either revocable or irrevocable, to pay for health insurance coverage to employees after termination of their employment; and

WHEREAS, Conversion of the OPEB trust from revocable to irrevocable would minimize the negative effects to the County's financial statements from new Governmental Accounting Standards Board (GASB) accounting rules affecting OPEB liability reporting, beginning in 2018, by allowing assets in an irrevocable trust to be used to offset OPEB liabilities in the County's financial statements and by allowing a higher discount rate which reduces the County's OPEB liabilities;

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners authorizes the County Administrator to sign, execute and submit any Public Employees Retirement Association agreements, related documents and notifications required to convert the current OPEB Trust from Revocable to Irrevocable.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 11<sup>th</sup> day of December, 2018, 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 December, 2018.

County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Closed Session for Right of Way Acquisition for the Highway 41/18 Project**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The 2019-2020 construction seasons include the reconstruction of Highway 18 (Lyman Blvd) from .5 miles west of Highway 41 to Galpin Blvd and includes the construction of a roundabout at the intersections Highway 41, Peavey Road and Norex Drive. In order to complete the project, additional right of way is needed along the construction corridor. Appraisals from a certified appraiser were obtained and offers made to the property owners. While some property owners have signed settlement agreements, negotiations with other property owners is ongoing. However, in order to meet project schedules, eminent domain proceedings (condemnation) is necessary.

A closed session is needed to discuss confidential appraisal information and offers of settlement for 5 property owners that have not yet settled prior to the necessary filing for eminent domain proceedings.

**ACTION REQUESTED:**

Motion to enter into closed session pursuant to Minn. Stat. Section 13D.05, subd. 3(c) to discuss confidential appraisal information and offers of settlement prior to the Hearing on Petition for the use of eminent domain for the Highway 41/18 Project for parcel identification numbers: 300570050, 300550060, 300590020, 250210100, 300160420 & 305430010.

FISCAL IMPACT:

**FUNDING**

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5839