



# CARVER COUNTY *minnesota*

Carver County Board of Commissioners  
March 24, 2020  
Special Session

**Under Minnesota Statute 13D.021 the County Board has made a determination that an in-person meeting is not practical or prudent because of a health pandemic and an emergency has been declared under chapter 12.**

**The physical meeting location (Board Room) is closed because it is not feasible to be open due to the health pandemic. This meeting will be conducted via video teleconference due to COVID-19 concerns. Individuals who wish to provide public comments related to the meeting can do so at: [admin-contact@co.carver.mn.us](mailto:admin-contact@co.carver.mn.us)**

**The meeting will be webcast live at:  
<https://www.youtube.com/user/CarverCountyMN/live>**

**Commissioners Degler, Ische, Maluchnik, Lynch, and Workman’s attendance at the special meeting location is not feasible due to the health pandemic.**

- 9:00 a.m. 1. a) **CONVENE**  
b) **Pledge of allegiance**
- 2. Agenda review and adoption
- 3. Approve minutes of March 17, 2020, Regular Session ..... 1-4
- 4. Community Announcements
- 9:05 a.m. 5. **COMMUNITIES: Create and maintain safe, healthy and livable communities**  
5.1 COVID-19 Update ..... 5
- 10:05 a.m. **ADJOURN SPECIAL SESSION**

David Hemze  
County Administrator

### UPCOMING MEETINGS

- March 31, 2020 9:00 a.m. Work Session Canceled
- April 7, 2020 9:00 a.m. Board Meeting
- April 14, 2020 No Meeting
- April 21, 2020 4:00 p.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on March 17, 2020. Vice Chair Gayle Degler convened the session at 9:02 a.m.

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

Members absent: James Ische, Randy Maluchnik.

Vice Chair Degler read a letter from several elected leaders to Carver County citizens to ensure residents they were doing everything they can to coordinate COVID-19 response. The letter explained the County's Emergency Operations Center was activated and the County and Ridgeview Medical Center launched a drive through COVID 19 testing site and triage hotline call center. The letter also pointed out resources and information available on websites and phone numbers for additional information.

The following amendments were made to the agenda:

Add:

7.2 Resolution Declaring Local Emergency for Carver County due to COVID-19 Impacts

8.1 Revised page 27 – Closed Session for labor negotiations strategy

Work Session- A. Facilities and Service Delivery

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

Workman moved, Lynch seconded, to approve the minutes of the March 3, 2020, Regular Session. Motion carried unanimously.

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

Contract with KAMCO for \$129,164.64 for 2020 County Highway Crack Seal Project (CP 2001) pending finalization of the contract review process.

Contract with O'Brien Builders LLC pending finalization of the contract review process.

Approved amendment to Metropolitan Council Grant SG-11286 upon finalization of the contract review process.

Approved purchased of breathalyzer kiosk from Hangover, LLC.

Approved the recommended Communicable Disease Prevention and Management Policy as prepared by Employee Relations with input from Public Health; elimination of the Life-Threatening Illnesses Policy; and modifications to the section title of Section C of the Health & Safety Policy Manual where the new proposed policy will reside.

Renewed the ESRI software license pending completion of the contract review process.

Resolution #21-20, SouthWest Transit FTA Buses and Bus Facilities Grant Application.

Approved issuing a charitable gambling license to the Ridgeview Foundation for a raffle to be held on June 22, 2020.

Approved issuing a charitable gambling license to Freedom Farm Therapeutic Riding Center for a raffle to be held on September 12, 2020.

Approved the annual renewal of the consumption and display permit for Marsh Lake Hunting Preserve, Inc.

Authorized HH&S acceptance of donation to Encore program.

Approved reorganization in Public Works to eliminate 2.0 FTE Civil Engineer (C41) and create 1.0 FTE Engineering Specialist (B24) and create a 1.0 FTE Senior Civil Engineer (C42).

Approved the Memorandum of Agreement addressing off duty contracts and night differential with the Minnesota Public Employees Association Deputy Sheriff Bargaining Unit.

Professional service agreement with Lockridge Grindal Nauen in the amount of \$40,000 pending finalization of the contract review process.

Reviewed March 10, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$254,659.69 and reviewed March 17, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$934,406.94.

Motion carried unanimously.

The Board considered appointments to fill various Advisory Committee vacancies.

Lynch moved, Workman seconded, to appoint David Pascoe to the Arts Committee, to appoint Monica Rask to the Extension Committee and Heather Boll to the Mental Health Advisory Committee. Motion carried unanimously.

Dr. Richard Scott, Health and Human Services Deputy Director, appeared before the Board to give an update on the County's response to the impacts of COVID 19. He shared recent developments and indicated they were taking steps to minimize impacts to individuals, families and communities. Scott indicated the goal is to protect the health and safety of staff, clients, the public and to slow the spread of the disease. He pointed our daily briefings are held and a drive through testing site was launched in partnership with Ridgeview Medical.

He explained the phases of pandemic intervention and mitigation strategies. He indicated epidemiology drives their policy making. Scott stressed protective recommendations were absolutely

critical and identified additional preparation tips. Scott acknowledged there can be mental health challenges and the need to be more creative with social connections. Scott stated it was difficult to predict the length of time the disease would last. He explained he would be hopeful, but also be prepared. Scott stressed “facts not fear” is their tone in their conversations and they know what to do.

Vic Chair Degler thanked Public Health for being prepared and quick response.

Dave Hemze, County Administrator, requested the Board adopt resolution Declaring Local Emergency for Carver County due to the COVID 19 impacts. He explained this action would allow them to make quicker decisions and is also attached to future funding. He pointed out the revision in the second paragraph to change the Declaration to be valid until September 1, 2020, unless otherwise terminated or extended. He clarified they would come back to the Board with funding decisions that have been made without the Board’s authorization and not waiting for Board meetings to make critical decisions.

Lynch offered the following Resolution, as amended to be valid until September 1, 2020, unless otherwise terminated or extended, seconded by Workman:

Resolution #22-20  
Declaring a Local Emergency

On vote taken, all voted aye.

Lynch moved, Workman seconded to go into closed session to discuss labor negotiations strategy. Motion carried unanimously.

Lynch moved, Workman seconded, to adjourn the closed session and return to the Regular Session. Motion carried unanimously.

Kerie Anderka, Employee Relations, requested the Board adopt an interim County policy regarding the current public health emergency. She explained, in response to the current public health emergency, she was recommending the Board take swift action to authorize County Policy that addresses employee paid leave accruals, compensation and benefits continuation in a manner that supports individuals to follow current guidance from public health officials.

Lynch moved, Workman seconded, to provide Employee Relations the authority to develop an interim policy that addresses employee paid leave accruals, compensation and benefits continuation during a public health pandemic emergency; and delegate authority for the County Administrator or designee to activate and deactivate this policy consistent with an applicable public health emergency declaration. Motion carried unanimously.

REGULAR SESSION  
March 17, 2020

Workman moved, Lynch seconded, to adjourn the Regular Session at 10:56 a.m. and go into a work session with Public Services regarding facilities and related service delivery strategies. Motion carried unanimously.

David Hemze  
County Administrator

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
COVID-19 Update

Primary Originating Division/Dept: Administration (County)

Meeting Date: 3/24/2020

Contact: Dave Hemze  Title: County Administrator

Item Type:  
Regular Session

Amount of Time Requested: 60  minutes

Attachments:  Yes  No

Presenter:  Title:

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

## BACKGROUND/JUSTIFICATION:

Organizational planning efforts related to COVID-19 will be provided by County Administrator Hemze. Due to the pandemic, this meeting will be teleconferenced.

## ACTION REQUESTED:

Update only.

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 2020 - 6786