



# CARVER COUNTY

# minnesota

Carver County Board of Commissioners  
April 14, 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 will be attending the meeting in person. Commissioners 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**
- c)    **Attendance Roll Call**
- d)    **Public comments submitted via e-mail**
- 2.    Agenda review and adoption
- 3.    Approve minutes of April 7, 2020, Regular Session ..... 1-4
- 4.    Community Announcements
- 9:05 a.m.    5.    **Finances: Improve the County’s financial health and economic profile**
- 5.1    Property Tax Relief Due to the COVID-19 Pandemic ..... 5
- 10:00 a.m.    **ADJOURN SPECIAL SESSION**

David Hemze  
County Administrator

### UPCOMING MEETINGS

- April 21, 2020            4:00 p.m. Board Meeting
- April 28, 2020            9:00 a.m. Board Work Session Canceled
- May 5, 2020              9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was conducted via video teleconference due to COVID-19 concerns on April 7, 2020. Vice Chair Gayle Degler convened the session at 9:00 a.m.

Members present: Gayle Degler, Vice Chair, (present in County Board Room), James Ische, Randy Maluchnik, Tim Lynch and Tom Workman (present via video teleconference).

Members absent: None

Vice Chair Degler, on behalf of the Board, extended the Board's thoughts and well wishes to County citizens as they continued to make progress in the fight against COVID-19. He explained the Government Center and Board Room were currently closed due to the health pandemic. He clarified he was speaking from the Board Room but Commissioners Ische, Maluchnik, Lynch and Workman were videoconferencing in to ensure everyone's health and safety. He added if citizens wished to provide public comments, they could do so at [admin-contact@co.carver.mn.us](mailto:admin-contact@co.carver.mn.us).

Under public comments, Vice Chair Degler acknowledged the receipt of comments from Karen Johnson Leuthner regarding the emergency communications tower.

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

Maluchnik moved, Ische seconded, to approve the minutes of the March 24, 2020 Special Session. Motion carried unanimously.

Vice Chair Degler recognized the following amendments to the agenda:

Add the following:

- 6.2 Request to Open License Center Drive-Through Windows for Vehicle Title and Registration
- 7.4 Delegation of Authority for County Administrator to Implement Exclusions from Families First Coronavirus Response Act Paid Leave Provisions

Delete the following:

- 7.1 Attorney-Client Privileged Closed Session to Discuss Donald and Kara Amorosi v. Carver County

Lynch moved, Ische seconded, to adopt the agenda as amended. On a roll call vote, Degler, Ische, Lynch, Maluchnik, Workman vote aye. Motion carried unanimously

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

Contract with Liberty Tire Recycling pending finalization of the contract review process.

Resolution #23-20 County Board Acknowledgement County Road 61 Reconstruct Project-West Chaska Creek Phase (Contract 17-250) Final Payment.

Approved the SCORE grant agreement FY20-21 with the Minnesota Pollution Control Agency and delegated the Assistant County Administrator the authority to sign the grant agreement on behalf of the County.

Resolution #24-20 Awarding of the 2020 Pavement Markings Project Carver County Contract 20-108 (PR 208016).

Accepted the Carver County Water Management Organization 2019 Annual Report.

Authorized Public Works staff to purchase equipment as quoted.

Approved the appointment of Eric Gentry to the WMO Committee to represent the Carver Creek Watershed.

Resolution #25-20 Authorizing Settlement Compensation to Owners for Acquisition of Real Property Interests Needed for the Settlements for Right of Way for the CSAH 18-Lyman Blvd Reconstruction-Phase 3 Project.

Designated the Planning and Water Management Department Manager and the Water Resource Program Specialist as the primary staff to participate in the BWSR Watershed Based Funding process with other staff from the Planning & Water Management Department designated as alternates.

Awarded contract to VOS Construction for \$159,651.00 for storage building improvements at Public Works Headquarters.

Resolution #26-20 To Approve the Local Water Management Plan for the City of Cologne.

Resolution #27-20, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 41 Project-Jonathan Area.

Approved separation agreement.

Approved the hiring of a STOC EOC liaison funded by Federal COVID-19 Emergency funds and related Sheriff's Office budget amendment.

Resolution #28-20, Approving the Pledge by the Carver County Community Development Agency of the full faith and credit of Carver County to Housing Development Funds to be issued by the CDA.

Resolution #29-20, Veterans Services MDVA Grant.

Reviewed March 24, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$327,205.63; reviewed March 31, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$162,375.02 and reviewed April 7, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$183,990.17

On a roll call vote to approve the consent agenda, Ische, Lynch, Maluchnik, Workman, Degler voted aye. Motion carried unanimously.

David Hemze, Administrator, requested the Board approve extending the suspension of County walk-up/walk in services through May 3<sup>rd</sup> in response to the COVID-19 crisis. He noted the potential for a surge of cases in the next couple of weeks and stated it was prudent to extend the suspension.

Maluchnik moved, Ische seconded, to extend suspension of Carver County walk-up/walk-in services through Sunday, May 3<sup>rd</sup>. On a roll call vote, Lynch, Maluchnik, Workman, Degler, Ische voted aye. Motion carried unanimously.

David Frischmon, Property and Financial Services, requested the Board authorize opening up the License Centers drive through windows for vehicle titles and registration. He explained on April 3<sup>rd</sup> they were notified by the State they may offer motor vehicle and registration services in accordance with Governor Walz's "Stay at Home" order. Frischmon indicated they were provided guidance from OSHA on preparing the work place and they were following their key recommendations.

He clarified the License Centers would continue to be closed but they would have the ability to renew tabs and transfer title by using the drive up at both the Chaska and Chanhassen License Centers. He pointed out safe work practices that would be utilized by staff. He added Employee Relations and Public Health reviewed the procedures and were in agreement on what they were proposing to do and they meet the safety requirements.

Ische moved, Workman seconded, to approve opening the Chanhassen and Chaska License Center drive through windows on Wednesday, April 8<sup>th</sup>, to provide essential customer services while following established safe practices. On a roll call vote, Maluchnik, Workman, Degler, Ische, Lynch voted aye. Motion carried unanimously.

Vice Chair Degler explained the Board would be going into a closed session pursuant to Minnesota Statutes 13D.03, subd. 2 and thereafter resuming the Regular Session.

Lynch moved, Ische seconded, to go into closed session to discuss labor negotiation strategy. On a roll call vote, Workman, Degler, Ische, Lynch, Maluchnik voted aye. Motion carried unanimously.

The Board adjourned the closed session and returned to the Regular Session.

Kerie Anderka, Employee Relations, requested the Board adopt policies addressing employee benefits during the public health emergency. She explained in response to the public health emergency of pandemic COVID-19 illness, Employee Relations developed a policy that addressed employee paid leave accruals and compensation.

She reviewed the proposed temporary policies related to the advancement of PTO or sick leave and COVID-19 leave. Anderka recommended the Board provide the County Administrator or his designee the authority to activate and deactivate these policies.

Ische moved, Maluchnik seconded, to approve the County Employee Benefit Policies as presented by Employee Relations, addressing employee paid leave accruals and compensation during a public health emergency, that authority is delegated to the County Administrator or designee to activate the policies consistent with an applicable public health emergency declaration, and to deactivate the policies when a determination has been made that risks have sufficiently decreased or other conditions have changed so as to warrant inactivation of the policies, that the County reserves the right to discontinue these policies at any time at its sole discretion and that the County reserves the right to exclude certain job classifications or positions from all or a portion of the benefits provided by these policies at activation or at any point in the future at its sole discretion. On a roll call vote, Ische, Lynch, Maluchnik, Workman, Degler voted aye. Motion carried unanimously.

Anderka requested the Board delegate authority for the County Administrator to implement exclusions from the Families First Coronavirus Response Act paid leave provisions. She explained the County was subject to the Families First Coronavirus Response Act and reviewed the paid leave requirements. She identified the reasons employees may qualify to take emergency paid sick leave.

She indicated the Emergency Family and Medical Leave Expansion Act was the second major employee benefit provision and highlighted the provisions. Anderka stated both Acts provide that an employer may exclude employees who are health care providers or emergency responders from leave provisions and recommended that the Board delegate authority to the County Administrator to determine and define which, if any, classifications shall be excluded from the Acts.

Ische moved, Maluchnik seconded, to affirm that in accordance with provisions of the FFCRA, Carver County reserves the right to exclude classifications and/or positions that are emergency responders and/or health care providers at any point in the future at its sole discretion, and to delegate authority to the County Administrator or his designee to determine and define which, if any, County classifications or positions shall be excluded from the EPSLA and/or from the EFMLEA provisions and to define the effective date(s) of such exclusions. On a roll call vote, Lynch, Maluchnik, Workman, Degler, Ische voted aye. Motion carried unanimously.

Lynch moved, Workman seconded, to adjourn the Regular Session at 10:25 a.m. On a roll call vote, Maluchnik, Workman, Degler, Ische, Lynch voted aye. 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:

Property Tax Relief Due to the COVID-19 Pandemic

Primary Originating Division/Dept: Property & Financial Services

Meeting Date: 4/14/2020

Contact: Dave Hemze & David Frischmon Title:

Item Type:  
Regular Session

Amount of Time Requested: 30 minutes

Presenter: Title:

Attachments:  Yes  No

## Strategic Initiative:

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

## BACKGROUND/JUSTIFICATION:

In recent weeks, Minnesota businesses and residents have reached out to legislators, county commissioners and staff to ask for some form of property tax relief due to the COVID-19 pandemic. Property tax revenue represents local governments main source of revenue to operate mandated and community services so impacting their cash flow from any form of property tax relief needs careful consideration.

## ACTION REQUESTED:

None - Discussion and direction only

FISCAL IMPACT: Other

If "Other", specify:

## FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

Insert additional funding source

## Related Financial/FTE Comments:

The fiscal impact from COVID-19 on the County's property tax cash flow will be discussed during the meeting.

Office use only:

RBA 2020 - 6826