



# CARVER COUNTY *minnesota*

Carver County Board of Commissioners  
April 21, 2020  
REGULAR 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.**

4:00 p.m.	1.	a) <b>CONVENE</b> b) <b>Pledge of allegiance</b> c) <b>Attendance Roll Call</b> d) <b>Public comments submitted via e-mail</b>	
	2.	Agenda review and adoption	
	3.	Approve minutes of April 14, 2020, Special Session .....	1-2
	4.	Community Announcements	
4:05 p.m.	5.	<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
	5.1	Land for Bees (Brian Fredericksen) Administrative Special Event Permit.....	3-7
	5.2	Professional Services Agreement Amendment for Final Design Services of Highway 212 Project - Dahlgren Township .....	8
	5.3	Resolution of Support for US Hwy 212 BUILD Grant Application .....	9-11
	5.4	Professional Services Agreement Amendment for Arboretum Area Transportation Plan .....	12
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.5	Award of Contract (Resolution) to Landwehr Construction, Inc. for 2020 Box Culvert Construction Projects .....	13-15
	5.6	2020 Carver County 5 Year Bridge Resolution .....	16-18
	5.7	Request for approval to contract with Associated Mechanical Contractors.....	19

5.8 Professional Services Agreement with WSB & Associates, Inc. for the County-wide Rural Intersection Lighting Project..... 20

*Connections: Develop strong public partnerships and connect people to services*  
5.9 Cooperative Agreement with Three Rivers Park District ..... 21

*Culture: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government*  
5.10 COVID-19 Emergency Operations Center ("EOC") Finance/FEMA Reimbursement Alternate Chief..... 22-23

*Finances: Improve the County's financial health and economic profile*  
5.11 Abatement application requesting write-off of penalty and interest on 30.9520073 ..... 24  
5.12 Waive \$1.50 Service Fee for Electronic Property Tax Payments ..... 25-26  
5.13 Review/Social/Commissioners' Warrants..... NO ATT

4:05 p.m. 6. **CULTURE: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government and development**  
6.1 Attorney-Client Privileged Closed Session to Discuss Donald and Kara Amorosi v. Carver County..... 27

4:40 p.m. **ADJOURN REGULAR SESSION**

David Hemze  
County Administrator

**UPCOMING MEETINGS**

April 28, 2020 9:00 a.m. Special Board Meeting  
May 5, 2020 9:00 a.m. Board Meeting  
May 12, 2020 No Meeting  
May 19, 2020 4:00 p.m. Board Meeting

SPECIAL SESSION  
April 14, 2020

A Special Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on April 14, 2020. Vice Chair Gayle Degler convened the session at 9:02 a.m.

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

Members absent: None.

Vice Chair Degler, on behalf of the County Board, extended the Board's thoughts and wishes to County citizens as they continued to make progress in the fight against COVID-19. He recognized Governor Walz's stay a home order until May 4<sup>th</sup> and clarified the County's current suspension of walk-up/walk-in services also remains in effect. Vice Chair Degler explained he was speaking from the Boardroom and Commissioners Ische, Lynch, Maluchnik and Workman were videoconferencing in to ensure everyone's health and safety.

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

Workman moved, Maluchnik seconded, to approve the minutes of the April 7, 2020, Regular Session. On a roll call vote, Ische, Lynch, Maluchnik, Workman, Degler voted aye. Motion carried unanimously.

David Frischmon, Property and Financial Services, appeared before the Board to discuss property tax relief due to the COVID-19 pandemic. He explained in recent weeks, businesses and residents have reached out to legislators, commissioners and staff to ask for some form of property tax relief due to the pandemic.

He reviewed the statutory authority to waive penalties on late property tax payments and the current County policy related to abating penalties on late property tax payments. He pointed out the current definition related to hardships and was recommending that definition be expanded to include financial hardship due to COVID-19. Frischmon stated he was recommending a 30-day grace period for non-escrow taxpayers and the taxpayer would need to complete a penalty waiver application to explain the hardship.

Frischmon reviewed the recommended payable 2020 disbursement dates for schools, townships and cities to address the cash flow impacts to these taxing authorities. He stated delinquent property taxes is a concern for all taxing authorities. Frischmon noted all counties would prefer a Statewide solution but there were also a concern for a bad Statewide solution. He pointed out what other counties were considering.

Dave Hemze, Administrator, stated he has also been in close contact with the metro county administrators and they are trying to stay in general alignment. He suggested they move ahead with this plan given the State was unlikely to do anything. He added they could come back again in June

SPECIAL SESSION  
April 14, 2020

if the Board wanted to extend the waiver. He stated he did email all City Administrators, Schools Superintendents and Township Clerks outlining this proposal and will continue to solicit feedback from them. Hemze requested direction from the Board and asked if they had any major concerns.

The Board recognized the need to do something and expressed consensus to move forward with the recommended action.

Vice Chair Degler acknowledged a Statewide solution was unlikely and agreed to have this brought back to them at their April 21<sup>st</sup> Board meeting.

Lynch moved, Workman seconded, to adjourn the Special Session at 9:40 a.m. On a roll call vote, Lynch, Maluchnik, Workman, Degler, Ische voted aye. Motion carried unanimously.

David Hemze  
County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Land for Bees (Brian Fredericksen) Administrative Special Event Permit**

Primary Originating Division/Dept: <input type="text" value="Public Services - Land Mgmt."/>	Meeting Date: <input type="text" value="4/21/2020"/>
Contact: <input type="text" value="Aaron Stubbs"/> Title: <input type="text" value="Senior Planner"/>	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:**

File #A20200033. Land for Bees (Brian Fredericksen) has requested an Administrative Special Event Permit for a fundraiser celebration on July 26, 2020, in Section 12, Watertown Township. The event would be held entirely on the 40-acre property owned by Land For Bees LLC and located at 2425 County Road 127. Tickets would be sold to limit the amount of people on the property during the event. Festivities would run from 10:00 a.m. to 4:00 p.m. and include: educational activities, a food truck, music, and tours about the honey making process.

The Carver County Public Works Dept. reviewed the request and did not require any additional permits as long as all parking remained on-site and a limited number of tickets sold for the event.

The Watertown Town Board reviewed the request and did not have any objections.

**ACTION REQUESTED:**

A motion authorizing the issuance of a Certificate of Zoning Compliance (#A20200033) for the July 26, 2020, Land for Bees Festival.

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

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 6766

**COUNTY OF CARVER**  
**CERTIFICATE OF ZONING COMPLIANCE**

**FILE/CERTIFICATE # A20200033**

**DATE ISSUED: 4/21/2020**

**TYPE OF CERTIFICATE: ONE TIME SPECIAL EVENT – LAND FOR BEES FESTIVAL**

This permit certificate is issued for the Land for Bees Festival to be held on Sunday, July 26, 2020. The event will be held entirely on property owned by Land for Bees LLC C/O Brian Fredericksen. Festivities at the property will run from 10:00 a.m. – 4:00 p.m. and includes live music, food trucks, educational activities and tours about the honey making process. This event is allowed with a Certificate of Zoning Compliance, pursuant to Chapter 152, section 152.074 B6 of the Carver County Code. **This certificate is issued to:**

**Land for Bees LLC  
C/O Brian Fredericksen  
2425 County Road 127  
Delano, MN 55328**

**And is not transferable to another person or to another parcel of property.**

**Purpose of Certificate:** To certify that the permittee and/or organization to which this certificate is issued is permitted and authorized to hold a Land for Bees Festival event on Sunday, July 26, 2020. The event shall take place in Section 12, Watertown Township in accordance with the conditions listed on this permit and in accordance with Chapter 152, Section 152.074 B6 of the Carver County Code.

**THE FOLLOWING CONDITIONS ARE ATTACHED AND MUST BE COMPLIED WITH:**

1. The Permit is valid only for the day of July 26, 2020 from 10:00am to 4:00pm.
2. The event must be conducted in accordance with the Operational Plan & Site Maps attached hereto.
3. There shall be at least two (2) bathroom satellites available for the event.
4. The sponsors are responsible to clean up all excess trash and litter during and after the event.
5. Emergency vehicle access must be provided within the activity areas of the event.
6. Parking shall be provided as detailed in the site plan. Parking shall not be permitted on County Road 127.
7. No parking shall be allowed on County Road 127. In the event of wet weather, the applicant is responsible for keeping County Road 127 clear of mud and debris.
8. The applicant shall submit a copy of the Certificate of Liability Insurance for the business to the Land Management Department prior to the event.

9. The permittee shall provide copies of all liquor licenses and food vendor licenses (if applicable) to the Land Management Department, five (5) days prior to the event.
10. The permittee shall inform adjacent residents, the Watertown Town Board, and the Carver County Public Works Department (i.e. Chad Braun) of the date in which the event will take place. (Notification shall be provided five (5) days prior to the event.)

\_\_\_\_\_  
Aaron Stubbs  
Senior Planner

**THIS CERTIFICATE IS ISSUED FOR SUNDAY, JULY 26, 2020, AND IS NOT EFFECTIVE UNTIL SIGNED:**

I HAVE READ THE ABOVE CONDITIONS AND AGREE TO FOLLOW THEM. I REALIZE THAT FAILURE TO ABIDE BY THE CONDITIONS IS A VIOLATION OF THE ZONING ORDINANCE. I AGREE THAT THE ZONING ADMINISTRATOR OR A DESIGNATED REPRESENTATIVE MAY ENTER UPON THE SUBJECT PROPERTY TO CHECK FOR COMPLIANCE OR FOR REVIEW PURPOSES. I ALSO UNDERSTAND THAT THIS IS NOT A BUILDING PERMIT AND THAT OTHER PERMITS MAY BE REQUIRED.

\_\_\_\_\_  
Signature of Certificate Holder

\_\_\_\_\_  
Date

**EXHIBIT "A" – LEGAL DESCRIPTION**

**PID NUMBER: 10-012-1100**

**File# A20200033**

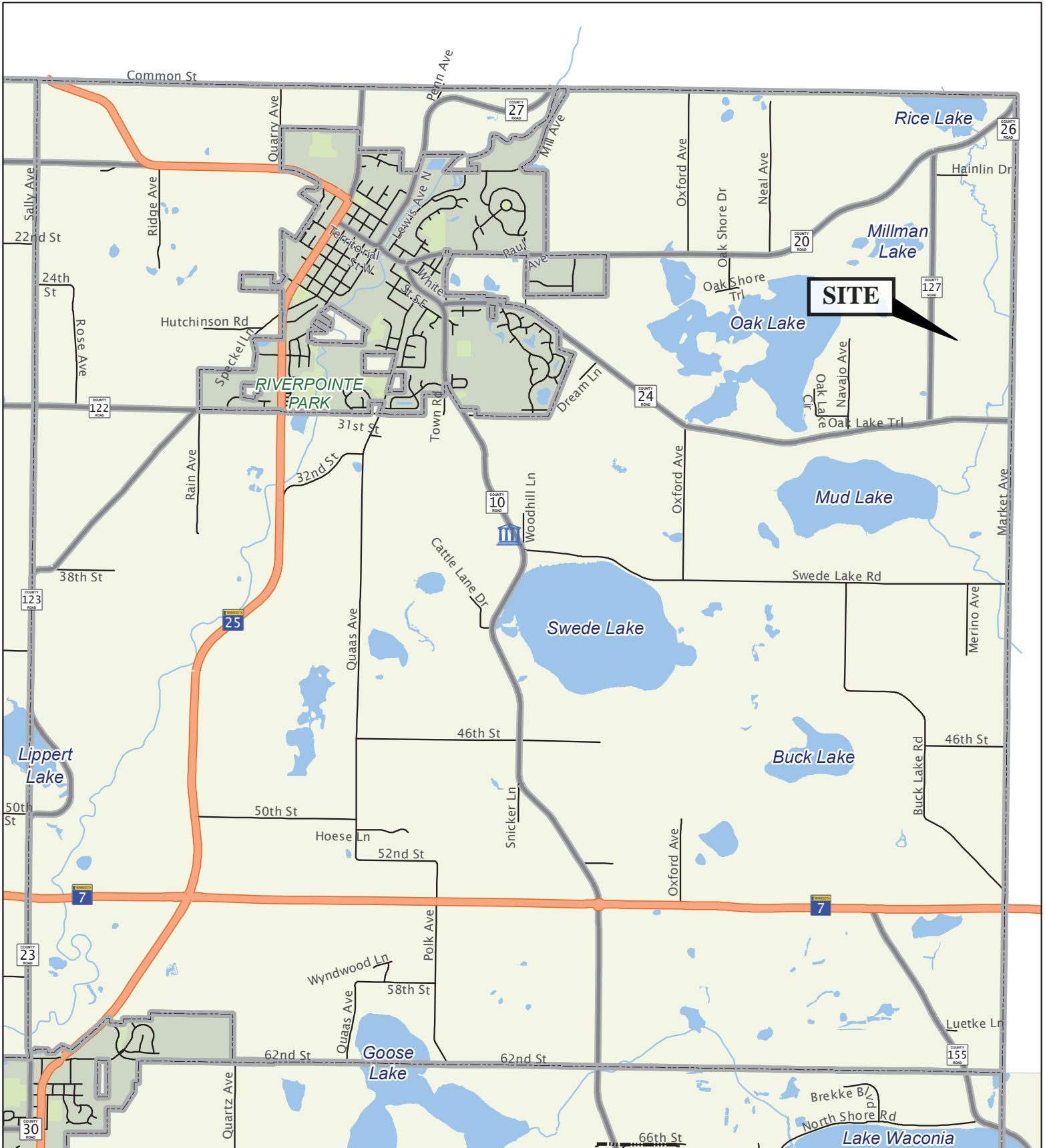
**APPLICANT/OWNER: Land for Bees, LLC C/O**

\*\*\*\*\*

The Southwest Quarter of the Northeast Quarter (SW ¼ of NE ¼) in Section 12, Township 117 North, Range 25 West, Carver County, Minnesota.



# WATERTOWN TOWNSHIP



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



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agreement Amendment for Final Design Services of Highway 212 Project - Dahlgren Township**

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 Highway 212 Project - Dahlgren Township is scheduled to start construction in late summer of 2021 pending Carver County securing the remaining funding from MnDOT. SRF Consulting Group has completed the Highway 212 Safety and Phasing Plan as well as preliminary engineering layouts for TH 212 expansion project between Chaska/Carver and Cologne. Updating the environmental documentation, acquiring right of way and preparing detailed construction plans are the next steps to completing the project. SRF was retained to update the environmental documentation and prepare construction plans and specifications. The initial work plan from SRF Consulting Group was reviewed by MnDOT and county staff and was considered acceptable at the time. MnDOT is sharing equally in the cost of this work. This contract with SRF Consulting Group is being amended to cover costs for changed conditions that resulted in revisions to the agreed upon project scope. A separate board action will be prepared to approve this additional cost split with MnDOT.

**ACTION REQUESTED:**

Motion to approve an amendment to contract #18-506 with SRF CONSULTING GROUP INC. for \$311,395 project scope changes for the Highway 212 Project - Dahlgren Township, pending finalization of the contract review process.

**FISCAL IMPACT:**

*If "Other", specify:*

**FTE IMPACT:**

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
County Sales Tax Funds	\$155,697.50
MnDOT TH Funds	\$155,697.50
<b>Total</b>	<b>\$311,395.00</b>

Insert additional funding source

**Related Financial/FTE Comments:**

Costs are evenly cost shared between MnDOT and Carver County.

*Office use only:*

RBA 2020 - 6812

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution of Support for US Hwy 212 BUILD Grant Application**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="4/21/2020"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="PW Director/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:

**BACKGROUND/JUSTIFICATION:**

The U.S. Department of Transportation is soliciting applications for \$1 billion for the Better Utilizing Investments to Leverage Development "BUILD" Transportation Grants Program as appropriated through the FY 2020 Appropriations Act for capital investments in surface transportation infrastructure. BUILD Transportation Grants provide dedicated, discretionary funding for transportation infrastructure projects of local or regional significance. BUILD Transportation Grants are required to be divided not more than 50 percent for rural areas and 50 percent for urbanized areas and requires measures to ensure an equitable geographic distribution of grant funds and an appropriate balance in addressing the needs of urban and rural areas. Eligible projects for BUILD Transportation Grants include surface transportation capital projects including highway, bridge, or other road projects as well as public transportation projects, passenger and freight rail transportation projects, port infrastructure investments, and intermodal projects. The maximum award for this round of BUILD Transportation Grants is \$25 million.

The County, in partnership with MnDOT is seeking funds to reconstruct US Highway 212 from a two-lane rural highway to a four-lane divided expressway between the City of Cologne and the City of Carver. The proposed improvements will remove barriers to efficient freight movement, provide economic development opportunities at key locations, preserve existing infrastructure, and improve the corridor's mobility and safety for all users.

The resolution states that the County will provide funding towards the local match and partner with MnDOT to contribute to the overall local match and project funding as identified in the BUILD grant application. The grant application funding request is for the final funding piece of \$7.2 million for the \$55.5 million project. Funding secured to date includes \$15 million through the Minnesota Highway Freight Program and \$7 million through the Metropolitan Council's regional solicitation, as well as \$18.9 million commitment from MnDOT. The County's share is identified as approximately \$7.4 million.

In addition to the \$55.5 million to complete the project, \$2.7 million has already been spent on engineering and environmental documentation including \$670,000 in county funds (sales tax and levy).

**ACTION REQUESTED:**

Motion to adopt a resolution to support and approve the submittal of the US Highway 212 Rural Freight Mobility and Safety Project application to the FY 2020 BUILD Transportation Grant Program to reconstruct and expand US Highway 212 from a two-lane undivided highway to a four-lane divided expressway between the City of Cologne and the City of Carver and authorize and direct the Carver County Engineer to submit the application.

<b>FISCAL IMPACT:</b> <input type="text" value="Other"/> <p><i>If "Other", specify:</i> <input type="text"/></p>	<b>FUNDING</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>County Dollars =</b></td> </tr> <tr> <td>MN Hwy Freight Progra...</td> <td style="text-align: right;">\$15,000,000.00</td> </tr> <tr> <td>Met Council Fed Funding</td> <td style="text-align: right;">\$7,000,000.00</td> </tr> <tr> <td>MnDOT Committed Fu...</td> <td style="text-align: right;">\$18,900,000.00</td> </tr> <tr> <td>BUILD Grant Request</td> <td style="text-align: right;">\$7,200,000.00</td> </tr> <tr> <td>County Sales Tax</td> <td style="text-align: right;">\$7,400,000.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$55,500,000.00</b></td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	<b>County Dollars =</b>		MN Hwy Freight Progra...	\$15,000,000.00	Met Council Fed Funding	\$7,000,000.00	MnDOT Committed Fu...	\$18,900,000.00	BUILD Grant Request	\$7,200,000.00	County Sales Tax	\$7,400,000.00	<b>Total</b>	<b>\$55,500,000.00</b>
<b>County Dollars =</b>															
MN Hwy Freight Progra...	\$15,000,000.00														
Met Council Fed Funding	\$7,000,000.00														
MnDOT Committed Fu...	\$18,900,000.00														
BUILD Grant Request	\$7,200,000.00														
County Sales Tax	\$7,400,000.00														
<b>Total</b>	<b>\$55,500,000.00</b>														
<b>FTE IMPACT:</b> <input type="text" value="None"/>															

Related Financial/FTE Comments:  
 This project is on the approved Transportation Sales Tax project list.

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

Date: April 21, 2020

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

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

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

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**Resolution of Support and Approval for a BUILD Grant Application for US Highway 212 Expansion between the City of Cologne and the City of Carver**

WHEREAS, the Better Utilizing Investments to Leverage Development “BUILD” Transportation Grants Program provides dedicated, discretionary funding for transportation infrastructure projects of local or regional significance; and

WHEREAS, the U.S. Department of Transportation is soliciting applications for \$1 billion for the FY 2020 BUILD Transportation Grants Program as appropriated through the FY 2020 Appropriations Act for capital investments in surface transportation infrastructure; and

WHEREAS, the FY 2020 Appropriations Act directs funds provided for BUILD Transportation Grants be divided not more than 50 percent for rural areas and 50 percent for urbanized areas and requires measures to ensure an equitable geographic distribution of grant funds and an appropriate balance in addressing the needs of urban and rural areas; and

WHEREAS, eligible projects for BUILD Transportation Grants include surface transportation capital projects including highway, bridge, or other road projects as well as public transportation projects, passenger and freight rail transportation projects, port infrastructure investments, and intermodal projects; and

WHEREAS, the maximum award for this round of BUILD Transportation Grants is \$25 million; and

WHEREAS, Carver County, in partnership with the Minnesota Department of Transportation (MnDOT) is seeking funds to reconstruct US Highway 212 from a two-lane rural highway to a four-lane divided expressway between the City of Cologne and the City of Carver; and

WHEREAS, the proposed improvements will remove barriers to efficient freight movement, provide economic development opportunities at key locations, preserve existing infrastructure, and improve the corridor’s mobility and safety for all users; and

WHEREAS, the Carver County Board of Commissioners adopted a ½ percent local option sales tax in May 2017 dedicated for transportation projects, and this project is identified in the implementation plan for use of these funds; and

WHEREAS, Carver County will provide funding towards the local match and partner with MnDOT to contribute to the overall local match and project funding as identified in the BUILD grant application, which includes the use of funding programmed for maintenance, secured funding through other grant programs, and additional program funding as applicable; and

NOW THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners supports and approves the application for a FY 2020 BUILD Transportation Grant to reconstruct US Highway 212 from a two-lane undivided highway to a four-lane divided expressway between the City of Cologne and the City of Carver and authorizes and directs the Carver County Engineer to submit the application.

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

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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 \_ day of \_\_, 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21<sup>st</sup> day of April, 2020.

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agreement Amendment for Arboretum Area Transportation Plan**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

This contract includes additional professional and technical services requested as part of the Arboretum Area Transportation Plan. These services include: Highway 5 regional trail planning, design, and coordination; Rolling Acres Road interim improvements study; drone survey coordination; water resources coordination; Arboretum event traffic data collection and analysis; and Highway 5 grant application assistance.

Addition of the Rolling Acres Road interim improvements study, water resources coordination, and Arboretum event traffic analysis are items requested and deemed needed through public engagement feedback and agency coordination. Added technical assistance for the Highway 5 regional trail and Highway 5 grant application are important for project implementation goals to secure outside funding sources. Incorporating these scope items with the current study process adds efficiencies and makes the overall project more successful.

**ACTION REQUESTED:**

Motion to approve Amendment #1 for the Arboretum Area Transportation Plan professional services agreement contract with Bolton and Menk, Inc. pending finalization of the contract review process.

**FISCAL IMPACT:**  ▼

*If "Other", specify:*

**FUNDING**

<b>County Dollars =</b>	<input type="text" value=""/>
County Sales Tax	\$50,000.00
<b>Total</b>	<b>\$50,000.00</b>

**FTE IMPACT:**  ▼

Insert additional funding source

**Related Financial/FTE Comments:**

There are four Joint Powers Agreements as part of the original contract, but the additional scope and cost in this amendment will be paid for by the County. Added scope items are County specific requests.

*Office use only:*

RBA 2020 - 6839

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Award of Contract (Resolution) to Landwehr Construction, Inc. for 2020 Box Culvert Construction Projects**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

This construction contract is for the replacement of five bridges with concrete box culverts in Carver County as follows:

Carver County

- Bridge L2797 on Highway 44 over West Chaska Creek
- Bridge 10503 on Highway 33 over Bevens Creek

Young America Township

- Bridge L2826 on 154th St. over Bevens Creek

Hollywood Township

- Bridge 3569 on 53rd St. over Joint Ditch #1
- Hollywood Township Bridge L2812 on 16th Street over Joint Ditch #4.

All bridge replacements are due to the overall condition and age of the existing bridges. Carver County Public Works is acting as the agent for Young America and Hollywood Townships in order for the townships to receive Town Bridge funds from MnDOT. The County and Townships have previously executed joint powers agreements for these projects. There is no cost to the County for the Township portions of the project. Bridges L2797 and 10503 have been awarded state bridge bonds to pay for half the of the bridge replacement costs. All of the bridges are being replaced with concrete box culverts.

**ACTION REQUESTED:**

Adopt a resolution to approve a contract with LANDWEHR CONSTRUCTION, INC., in the amount of \$1,594,915.45, for the 2020 Box Culvert Construction Projects, pending finalization of the contract review process.

**FISCAL IMPACT:**

If "Other", specify:

**FTE IMPACT:**

**FUNDING**

**County Dollars =**

Hollywood Township	\$20,000.00
Young America Township	\$10,000.00
Town Bridge Funds	\$773,188.20
CSAH Regular	\$532,237.15
LBWP	\$259,490.10
<b>Total</b>	<b>\$1,594,915.45</b>

Insert additional funding source

Related Financial/FTE Comments:

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

Date: April 21, 2020 Resolution No: \_\_\_\_\_  
Motion by Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

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**Awarding 2020 Box Culvert Construction Projects (148739)  
Carver County Contract #20-114**

WHEREAS, The County Engineer has secured and designated funding for this contract in the current fiscal year Road and Bridge budget; and

WHEREAS, On Thursday, March 19<sup>th</sup>, 2020 at 11:00 a.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, four (4) bids were received by Carver County Public Works and opened by two (2) representatives of Carver County Public Works for the 2020 Box Culvert Construction Projects, said bids for the responsible bidders are summarized as follows:

<u>Contractor</u>	<u>Total Bid</u>	<u>Over/Under Engineers Estimate</u>
Landwehr Construction, Inc.	\$1,594,915.45	-7.63 %
Rachel Contracting, Inc.	\$1,836,792.92	6.38%
Midwest Contracting, LLC	\$1,840,185.90	6.57%
Molnau Contracting LLC	\$1,992,770.80	15.41%
<i>Engineers Estimate</i>	<i>\$1,726,697.15</i>	

And WHEREAS, after examination of the bids by Carver County Public Works, Landwehr Construction, Inc. is the successful low responsible bidder.

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract [20-114] with Landwehr Construction, Inc. of St. Cloud, Minnesota, in the name of the County of Carver for the construction of the 2020 Box Culvert Construction Projects in accordance with the construction plans and specifications contained in the project manual; and

BE IT FURTHER RESOLVED that Carver County Public Works is hereby authorized and directed to return the proposal guaranty to the bidders, except that of the successful low responsible bidder and second and third lowest bidder, which shall be retained until the construction contract has been signed and the performance and payment bonds of the low responsible bidder have been executed; and



BE IT FURTHER RESOLVED that Carver County Engineer, or his designee, is hereby authorized to take actions necessary and to enter into work orders, change orders or supplemental agreements on behalf of Carver County with an amount less than fifty thousand dollars (\$50,000) and an increased aggregate project total of all project changes of one hundred thousand dollars (\$100,000.00), when time is of the essence to make contract changes due to unforeseen construction conditions in order to minimize construction delays and to efficiently carry out the planned project improvements.

---

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

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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 21<sup>st</sup> day of April 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21<sup>st</sup> day of April 2020.

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Dave Hemze

County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**2020 Carver County 5 Year Bridge Resolution**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:  
 ▼

**BACKGROUND/JUSTIFICATION:**

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

**ACTION REQUESTED:**

Motion to adopt the 2020 Carver County 5 Year Bridge Resolution.

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

**FUNDING**  
County Dollars =   
  
**Total**  \$0.00

**FTE IMPACT:**  ▼

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2020 - 6814

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: April 21, 2020

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

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

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

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

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

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

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

Program	Bridge	Route	Location	Structurally Deficient/ Sufficiency Rating	Local	Town Bridge	State Bridge Bond	State Aid	Total Cost
2020	L2797	CSAH 44	Dahlgren TWP over Stream	Y - 40.2			\$ 120,000	\$ 310,000	\$ 430,000
2020	L2812	16th St	Hollywood TWP over Joint Ditch #4	Y - 42.9	\$ 10,000	\$ 415,000			\$ 425,000
2020	3569	53rd Street	Hollywood Station over Joint Ditch #1	Y - 47.7	\$ 10,000	\$ 425,000			\$ 435,000
2020	10503	CSAH 33	Benton TWP over Bevens Creek	Y - 59.7			\$ 165,000	\$ 290,000	\$ 455,000
2020	L2826	154th Street	Young America TWP over Bevens Creek	Y - 51.3	\$ 10,000	\$ 275,000			\$ 285,000
2020	L2787	CSAH 50	Dahlgren TWP over Bevens Creek	Y - 52.0			\$ 250,000	\$ 750,000	\$ 1,000,000
				<b>Totals</b>	<b>\$ 30,000</b>	<b>\$ 1,115,000</b>	<b>\$ 535,000</b>	<b>\$ 1,350,000</b>	<b>\$ 3,030,000</b>
2021	10514	CSAH 32	Camden TWP over Crow River	Y - 67.5			\$ 750,000	\$ 1,000,000	\$ 1,750,000
2021	N/A	CSAH 51	Benton TWP over Carver Creek	NA			\$ 130,000	\$ 460,000	\$ 590,000
2021	L2795	CR 140	Benton TWP over Carver Creek	Y - 40.5	\$ 200,000		\$ 410,000		\$ 610,000
2021	10504	CR 140	Dahlgren TWP over Carver Creek	Y - 55.4	\$ 140,000		\$ 470,000		\$ 610,000
2021	10502	CSAH 41	San Francisco Twp over Silver Creek	Y - 65.9			\$ 450,000	\$ 650,000	\$ 1,100,000
				<b>Totals</b>	<b>\$ 340,000</b>	<b>\$ -</b>	<b>\$ 2,210,000</b>	<b>\$ 2,110,000</b>	<b>\$ 4,660,000</b>
2022	L4967	3rd Street	City of Carver over Spring Creek	Y - 56.0	\$ 10,000		\$ 640,000		\$ 650,000
2022	L9196	42nd Street	Hollywood Twp over stream	Y - 72.0	\$ 10,000	\$ 340,000			\$ 350,000
2022	N/A	Rose Ave	Watertown TWP over JD #4		\$ 10,000	\$ 340,000			\$ 350,000
				<b>Totals</b>	<b>\$ 30,000</b>	<b>\$ 680,000</b>	<b>\$ 640,000</b>	<b>\$ -</b>	<b>\$ 1,350,000</b>
2023	L2798	CR 140	Dahlgren TWP under TC & W RR	NA - NA	\$2,300,000		\$ 1,700,000		\$ 4,000,000
2023	4766	CSAH 36	Dahlgren TWP under TC & W RR	NA - NA			\$ 1,700,000	\$ 2,300,000	\$ 4,000,000
2023	10102	CSAH 53	strange settlement, inlet apron twisted	N - 88.5				\$ 300,000	0
				<b>Totals</b>	<b>\$2,300,000</b>	<b>\$ -</b>	<b>\$ 3,400,000</b>	<b>\$ 2,600,000</b>	<b>\$ 8,000,000</b>
2025	10518	Maplewood Rd	Dahlgren Twp over Bevens Creek	N - 83.8			\$450,000.00	\$ 650,000.00	\$ 1,100,000.00
2025	57542	Pioneer Trail (CSAH 14)	Pioneer Trail of HCCRA Trail	N-70.6				\$ 1,700,000.00	\$ 1,700,000.00
				<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ 2,350,000</b>	<b>\$ 2,800,000</b>

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

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

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

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

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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 21st day of April, 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21st day of April 2020.

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Dave Hemze

County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Request for approval to contract with Associated Mechanical Contractors**

Primary Originating Division/Dept: <input type="text" value="Public Services"/>	Meeting Date: <input type="text" value="4/21/2020"/>
Contact: <input type="text" value="Jim Kuchelmeister"/> Title: <input type="text" value="Facility Services 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:**

Carver County Facilities is recommending that we move forward with an HVAC project at the Public Works building in Cologne. The project includes: replacement of the two existing boilers which heat the main building, replacement of the locker room exhaust systems, and replace the roof top unit which serves the data room. These components are 20 plus years old and at the end of their life.

Facilities obtained two quotes for the project from Architech Mechanical and Associated Mechanical Contractors. Associated was the lower bid and Facilities recommends that we contract with them.

**ACTION REQUESTED:**

Motion to contract with Associated Mechanical Contractors pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>						
<i>If "Other", specify:</i> <input type="text"/>	<table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;"><b>\$77,740.00</b></td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$77,740.00</b></td> </tr> </table>	County Dollars =	<b>\$77,740.00</b>	<input type="text"/>	<input type="text"/>	<b>Total</b>	<b>\$77,740.00</b>
County Dollars =	<b>\$77,740.00</b>						
<input type="text"/>	<input type="text"/>						
<b>Total</b>	<b>\$77,740.00</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

**Related Financial/FTE Comments:**

This project was funded through Attachment E in the 2019 Budget and funds were put into a Fund 30 capital project line. We were not able to get the project going before the weather turned in the fall so, we moved it to spring of 2020. There is currently \$90,000 in the capital budget line for this project.

*Office use only:*

RBA 2020 - 6817

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agreement with WSB & Associates, Inc. for the County-wide Rural Intersection Lighting 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:**

This consultant contract is for professional and advanced technical services for a Highway Safety Improvement Program (HSIP) grant awarded project. HSIP is a federally funded traffic safety program, where the objective is to identify, implement, and evaluate low cost and high benefit or smaller stand-alone safety projects focused on reducing traffic crashes. The goal of this project is to review, prioritize, design, and construct rural lighting improvements at 30-40 various Carver County highway intersections or locations.

Four proposals were solicited for the project and the County's evaluation committee scored WSB & Associates the highest. SRF Consulting Group and Bolton-Menk Inc were the other proposals received. Upon careful review WSB& Associates was selected based on cost, project understanding, experience, expertise, responsiveness, and availability.

WSB has done similar work for MnDOT and several other counties, including Wright County, Cottonwood County, Becker County and others. The County needs assistance with performing the various services that are required as part of this project. WSB has prepared a proposal that will provide all the necessary services to fulfill the required engineering design package, documentation, coordination and construction administration for this project in accordance with the County's needs and required MnDOT and FHWA standards.

**ACTION REQUESTED:**

Motion to approve a professional services agreement with WSB & ASSOCIATES, INC., for the County-wide Rural Intersection Lighting Project, pending finalization of the contract review process.

**FISCAL IMPACT:**

**FUNDING**

If "Other", specify:

County Dollars =

CSAH Reg. Const.

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

\*PW Project ID 208876.

Office use only:

RBA 2020 - 6835

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Cooperative Agreement with Three Rivers Park District**

Primary Originating Division/Dept: <u>Public Works - Parks</u>	Meeting Date: <u>4/21/2020</u>
Contact: <u>Martin Walsh</u> Title: <u>Parks and Recreation 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:**

Connections: Develop strong public partnerships and connect people to services and information

**BACKGROUND/JUSTIFICATION:**

Three Rivers Park District has requested Carver County consider an operations partnership at Carver Park Reserve. The request is for a onetime commitment to assist in funding maintenance equipment which would be used to maintain a new mountain bike course at Carver Park Reserve. The sport of mountain biking, and fat tire biking conducted on single track biking courses has grown tremendously over the last few years. The activity of single-track biking continues on an upward trend. In addition to biking enthusiasts, high schools are incorporating the activity as either a club sport or sanctioned as a part of the high school athletic program.

The Carver County Parks Commission has received formal requests to find space within its own park areas for mountain biking. There currently is an absence of authorized single-track mountain bike facilities in the southwest metropolitan area. Further, the commission has indicated that it would like to explore if a single-track facility could be accommodated within one of the Carver County Regional Parks. The proposal by Three Rivers Park District warrants consideration. The current County Comprehensive Parks Open Space and Trails (POST) Plan and the Draft 2040 Comprehensive POST Plan identifies Carver Park Reserve as a facility which services recreational needs within the county. Additionally, the request aligns with POST Goal (6) and POST Policy (5) language pertaining to partnerships.

A partnership with Three Rivers Park District may more effectively service the needs of the public for a mountain bike facility as compared to each agency working independently in the same geographic area.

It is requested that a one-time contribute \$20,000 be made to the Three Rivers Park District for purchase of equipment that will be used for the maintenance of the new Carver Park Reserve single-track trail.

The County Board previously provide direction to enter into agreement with Three River Park District at it November 26, 2019 Workshop Session.

**ACTION REQUESTED:**

Motion to enter into a cooperative agreement with Three Rivers Park District for a one-time financial commitment to assist with funding maintenance equipment needed for the single-track mountain bike course at Carver Park Reserve pending finalization of the contract review process.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$20,000.00</b>
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
<b>Total</b>	<b>\$20,000.00</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

Funding to be provided from Park Capital Budget

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**COVID-19 Emergency Operations Center ("EOC") Finance/FEMA Reimbursement Alternate Chief**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The COVID-19 Emergency Operation Center (EOC) has a Finance/FEMA Reimbursement Unit that needs additional resources to focus on FEMA Reimbursement. The County's Property and Finance Director, who serves as the EOC Finance/FEMA Reimbursement Chief, recommends that Robert Vandebrooke, former Sheriff's Deputy Chief who is currently a STOC hire in the Sheriff's Office doing background investigations, have his STOC hours increased to up to 24 hours a week to focus on the FEMA reimbursement for the COVID-19 pandemic. Mr. Vandebrooke has deep and broad experience, comes highly recommended and is willing and able to help us with the FEMA Reimbursement.

**ACTION REQUESTED:**

Motion to increase Bob Vanderbrooke STOC hours up to 24 hours per week thru the end of the year to serve as the EOC Finance/FEMA Reimbursement Alternate Chief.

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

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
FEMA Reimbursement	\$18,763.00
<b>Total</b>	<b>\$18,763.00</b>

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

Funding for the EOC Finance/FEMA Reimbursement Alternate Chief is reasonably expected to be funded by FEMA Reimbursement.

*Office use only:*

RBA 2020 - 6827



# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** COVID-19 Emergency Operations Center ("EOC") Finance/FEMA Reimbursement Alternate Chief

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
STOC_COVID	01-201-201-1998.6119	\$18,763.00	FEMA	01-280-280-1998....	\$18,763.00
<b>TOTAL</b>		\$18,763.00	<b>TOTAL</b>		\$18,763.00

Reason for Request:

The wages for this position are reasonably expected but not guaranteed to be reimbursed by Federal COVID-19 Emergency Funds.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Abatement application requesting write-off of penalty and interest on 30.9520073**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

While the County's Abatement policy allows County staff to waive tax payment late penalties in the current year, the County Board is required to approve abating interest from previous years late tax payments which only happens once every three to four years.

Simeon Sanchez has submitted an Application for Abatement of Penalty, Interests and Costs for 2019 due to hardship. Information regarding the hardship details are available for review in the Property Tax Department. The total amount to abate is \$37.44 (\$28.00 = penalty and \$9.44 = Interest). The Auditor and Treasurer recommend approval of the abatement of the 2019 penalty and interest.

**ACTION REQUESTED:**

Motion to abate 2019 penalty and interest based on hardship.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =  **\$37.44**

**FTE IMPACT:**

**Total**  **\$37.44**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2020 - 6828

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Waive \$1.20 Service Fee for Electronic Property Tax Payments**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Taxpayers can pay their property taxes with a paper check with no service fee but are required to pay a \$1.20 service fee to the County's 3rd party processor when paying property taxes with an electronic check. Intuitively this makes no sense from a county finance perspective because paper checks are significantly more manual work from opening the mail, posting the individual deposit into the property tax software and reconciling the daily checks before depositing into the bank. In addition, these manual steps create additional risk from a COVID-19 perspective.

**ACTION REQUESTED:**

Motion to give the County Treasurer the authority to pay the bank's \$1.20 service fee to encourage more electronic payments of property taxes and less paper checks.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

For 2020, Finance staff is projecting to incur approximately \$5K - \$10K in service fees from electronic tax payments that would have been paid by taxpayers. Over time, as more taxpayers transition to electronic tax payments, this cost is projected to increase to \$25K - \$30K annually. Offsetting this cost increase for 2020 will be increased interest income from Finance staff's improved cash management processes and as well as staff efficiency savings from eliminating manual steps to process paper checks. Ideally, future Federal Legislation will lower/eliminate these types of service fees for electronic payments.

*Office use only:*

RBA 2020 - 6841

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Waive \$1.20 Service Fee for Electronic Property Tax Payments

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
Transaction Service Fee	01-040-040.6355	\$10,000.00
<b>TOTAL</b>		\$10,000.00

CREDIT		
Description of Accounts	Acct #	Amount
STOC-Tax	01-040-040-6119	\$5,000.00
Investment Income	01-045.5701	\$5,000.00
<b>TOTAL</b>		\$10,000.00

Reason for Request:

To cover service fee, offset by investment income and reduction of STOC hours.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

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

Primary Originating Division/Dept: <input type="text" value="Attorney"/>	Meeting Date: <input type="text" value="4/21/2020"/>
Contact: <input type="text" value="Mark Metz"/> Title: <input type="text" value="County Attorney"/>	Item Type: <input type="text" value="Closed Session"/>
Amount of Time Requested: <input type="text" value="30"/> minutes Presenter: <input type="text" value="Jason Hively"/> Title: <input type="text" value="MCIT Appointed Legal Counsel"/>	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:**

On or about September 9, 2019, Carver County, the Carver County Sheriff's Office, the Carver County Attorney's Office, and Sheriff Jason Kamerud and County Attorney Mark Metz, in their official capacities, were sued for allegedly violating the data practices act by disclosing private data.

The parties have engaged in pre-trial motion practice and are currently preparing for court-ordered mediation, which is scheduled for May 21, 2020.

Jason Hively, a Partner with the law firm of IVERSON REUVERS CONDON has been appointed by MCIT to represent the County, Sheriff Kamerud and County Attorney Metz in this matter. Mr. Hively will discuss attorney-client privileged information, including litigation strategy, and the possibilities for resolution and settlement. There is a need for absolute confidentiality.

**ACTION REQUESTED:**

Motion to enter into attorney-client privileged closed session pursuant to Minn. Stat. Section 13D.05, Subd. 3(b) to have confidential discussions with legal counsel regarding the strengths, weaknesses and case strategies, including the potential risks and expenditures, of the pending litigation involving the case of *Donald and Kara Amorosi, individually and as parents, representatives, and co-trustees for the next-of-kin of A.T.A., decedent v. Carver County, Carver County Sheriff's Office, Jason Kamerud, in his official capacity as Carver County Sheriff, Carver County Attorney's Office, and Mark Metz, in his official capacity as Carver County Attorney.*

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

Related Financial/FTE Comments:

Office use only: