



Carver County Board of Commissioners
 July 7, 2015
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	<ul style="list-style-type: none"> a) CONVENE b) Pledge of allegiance c) Public comments - <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> 	
	2.	Agenda review and adoption	
	3.	Approve minutes of June 15, 2015, Board of Equalization and June 16, 2015, Regular Session.....	1-7
	4.	Community Announcements	
9:05 a.m.	5.	<p>CONSENT AGENDA</p> <p><i>Connections: Develop strong public partnerships and connect people to services and information</i></p> <ul style="list-style-type: none"> 5.1 Water Management Organization Advisory Committee Appointment..... 8 5.2 JPA with State of MN to Develop NIBRS Integration Adapters..... 9-10 <p><i>Communities: Create and maintain safe, healthy and livable communities</i></p> <ul style="list-style-type: none"> 5.3 Award of the 2015 Highway Preservation Program Contract..... 11-14 5.4 Professional Services Agreement for CSAH 14 Construction Administration 15 5.5 Award of Bid of Bridge No. 10J31 Construction On 166th Street Over Silver Creek..... 16 5.6 Professional Services Agreement with Braun Intertec Corporation for Pavement Coring and Mix Design..... 17 5.7 Request for approval to contract with Minnesota Housing Finance Agency and to sub-grant to CAP Agency and The Salvation Army. ... 18-19 <p><i>Growth: Manage the challenges and opportunities resulting from growth and development</i></p> <ul style="list-style-type: none"> 5.8 David Hansen - Public/Commercial Equestrian Facility 20-24 5.9 Request for approval to contract with DATABANK IMX LLC 25 <p><i>Culture: Provide an organizational culture which fosters individual accountability to achieve goals</i></p> <ul style="list-style-type: none"> 5.10 Approval of the 2016 Teamsters Detention Deputies/911 Dispatchers/TAC Officer Collective Bargaining Agreement & 2015 26 <p><i>Finances: Improve the County's financial health and economic profile</i></p> <ul style="list-style-type: none"> 5.11 Review Social Services/Commissioners Warrants NO ATT 	

9:05 a.m.	6. GROWTH: Manage the challenges and opportunities resulting from growth and development	
	6.1 Resilient Communities Project Presentation	27
9:20 a.m.	7. CONNECTIONS: Develop strong public partnerships and connect people to services and information	
	7.1 MCIT (Minnesota Counties Intergovernmental Trust) Report to the Board	28
	7.2 Award of Excellence Presentation by the Minnesota Recreation and Parks Association	29
9:50 a.m.	8. CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals	
	8.1 Compensation & Classification Study Update and Recommendation to Contract with Selected Consultant, Fox Lawson & Associates, a Division of Gallagher Benefit Services, Inc.	30
10:15 a.m.	9. GROWTH: Manage the challenges and opportunities resulting from growth and development	
	9.1 Southwest Reconnection Project - Supplemental Agreement 8	31
10:50 a.m.	ADJOURN REGULAR SESSION	
	WORK SESSION	
10:50 a.m.	A. GROWTH: Manage the challenges and opportunities resulting from growth and development	
	1. Public Works Satellite Facility	32
11:20 a.m.	B. CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals	
	1. Organizational Update	33
11:50 a.m.	BOARD REPORTS	
	1. Chair	
	2. Board Members	
	3. Administrator	
	4. Adjourn	

David Hemze
County Administrator

UPCOMING MEETINGS

July 14, 2015	No Board Meeting
July 21, 2015	4:00 p.m. Board Meeting
July 28, 2015	No Work Session
August 4, 2015	9:00 a.m. Board Meeting

County Board of Appeal and Equalization
June 15, 2015

The County Board of Appeal and Equalization met this day as required by law. Present were Board members: James Ische, Vice Chair, Gayle Degler, Tim Lynch, Tom Workman and Laurie Davies, Taxpayer Services Manager. Absent: Randy Maluchnik

Lynch moved, Degler seconded, to open the meeting. Motion carried unanimously.

Angie Johnson, County Assessor, introduced members of her staff and the areas they assessed. Johnson reviewed the number of residential sales this past year and number of new homes built. She highlighted average market value changes to residential and commercial properties.

Vice Chair Ische explained the Board had the authority to make individual increases or decreases of properties if they believed such property had been valued more or less than the market value; that they may make blanket value adjustments to values of land and buildings or change classification of a property.

Mark Senn, PID #25.6440050, stated his increase was over the average County value increase and questioned the Assessor's comps. He referenced comps he had found and stated he was appealing his valuation.

Mark Senn, PID #25.6950010, stated this appeal related to 7160 Willow View Curve. He stated the increase was double the County's average value increase and referenced the comps used. He acknowledged he had a larger lot but stated he could not develop or split the property.

Steve Clay, Assessor's Office, reviewed his comps and noted the adjustments he made to address Senn's concerns related to the properties.

Degler moved, Lynch seconded, to set the value for PID #25.6440050 at \$207,000. Motion carried unanimously.

Lynch moved, Workman second, to set the value for PID #25.6950010 at \$845,300. Motion carried unanimously.

Degler moved, Workman seconded, to adjourn the County Board of Appeal and Equalization meeting at 6:14 p.m. Motion carried unanimously.

Laurie Davies
Taxpayer Services Manager

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on June 16, 2015. Chair Randy Maluchnik convened the session at 4:04 p.m.

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

Members absent: None.

Degler moved, Lynch seconded, to approve the agenda with an additional application for the appointment to the Riley Purgatory Bluff Creek Watershed District Board of Managers . Motion carried unanimously.

Ische moved, Workman seconded, to approve the minutes of the June 2, 2015, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Authorized a permit for use of Lake Minnewashta Regional Park Boat Access #2 for the July 4th fireworks display under the following conditions to be met by the organizers of the event and pyrotechnic display company: signed permit with indemnification language from pyrotechnic display company, paid permit fee, submitted current certificate of insurance.

Authorized a permit for use of Lake Waconia Regional Park for the July 4th fireworks display under the following conditions to be met by the Waconia Chamber of Commerce and Waconia Pyrotechnic, Inc.: signed permit with indemnification language from Pyrotechnic, paid permit fee, submitted current certificate of insurance.

Approved the 2015-2016 school resource contract with Waconia School District #110 and the Southwest Metro Educational Cooperative.

Resolution #28-15, Support for City of Chanhassen's MnDOT Municipal Cooperative Application.

State of Minnesota income contract for the Sentencing to Service program in Carver County for FY 2016-2017.

Contract with Southwest Paving, Inc., to provide paving for the upper First Street Parking lot pending contract review.

Accepted Project SP-010-090-003 as final and approved a final payment of \$39,618.00 to Rosti Construction, Inc.

Appointed Becky Maas to serve on the Mental Health Advisory Committee.

Joint Powers Agreement with Hollywood Township for reconstruction of Bridge No. L2774 pending finalization of the contract review process.

Joint Powers Agreement with Hollywood Township for replacement of Bridge No. L2812 pending finalization of the contract review process.

Joint Powers Agreement with Hollywood Township for replacement of Bridge No. 3569 pending finalization of the contract review process.

Approved the following tobacco licenses:

License #10-508, Dahlgren Golf Club
License #10-509, Nash Finch Co dba Econofoods #318
License #10-513, Good Time Liquors
License #10-515, Holiday Stationstores, Inc dba Holiday Stationstore #199
License #10-523, Mid-County Coop
License #10-526, R E Smith Oil & Tire Co, Inc.
License #10-540, Bluff Creek Golf Association
License #10-541, Plocher's, Inc dba Floyd's Bar
License #10-557, TBI Liquors Two, Inc. dba Cheers Wine & Spirits
License #10-556, Schonknecht, Inc. dba Lisa's Place
License #10-578, Kwik Trip, Inc dba Kwik Trip #402
License #10-594, Holiday Stationstores, Inc dba Holiday Stationstore #360
License #10-596 Champlin 2005 LLC dba Cub Foods #1644
License #10-604, Holiday Stationstores, Inc. dba Holiday Stationstore #371
License #10-605, Walgreen Co. dba Walgreens #09728
License #10-606, Harvey's Bar & Grill Inc
License #10-611, Last Call Too dba Last Call
License #10-613, Casey's Retail Company dba Casey's General Store #2655
License #10-619, B&B Hospitality dba HI-5 Market
License #10-624 Kleinprintz Liquors, LLC dba MGM Liquor Warehouse
License #10-626, Southern Sands Inc., dba Down South Bar & Grill
License #10-627, Kwik Trip, Inc. dba Kwik Trip #492
License #10-628, Walgreen Co dba Walgreens #12434
License #10-631, Crossroads Liquor of Victoria LLC Crossroads Liquor
License #10-633, Northern Tier Retail LLC dba SuperAmerica #4366
License #10-634, GMB Enterprise, LLC dba Inn Town Wine & Spirits
License #10-636, Schmidt C-Stores, Inc. dba Schmidty's
License #10-637, Fleet and Farm of Green Bay, dba Mills Gas Mart
License #10-638, Family Dollar, Inc. #6540
License #10-639, Chanhassen Marathon
License #10-642, Chanhassen Stop, LLC

License #10-643, Northern Tier Retail, LLC dba SuperAmerica #5001
License #10-646, MLNG LLC dba The Vintage
License #10-647 Huynh Inc LLC dba Carver Liquor
License #10-648, Kwik Trip, Inc., dba Kwik Trip #854
License #10-649, Churchills Quality Cigars & Gifts
License #10-650, United Farmers Coop dba UnitedXpress
License #10-651, eCig Store of Shakopee, LLC
License #10-653, The Dog House LLC

Resolution #29-15, Authorizing Offers of Compensation to Landowners for Easements Required for the CSAH 30 Bridge Replacement, Project #SAP 010-630-030

Approved out of state travel to allow County Attorney to attend conference in Chicago, Illinois.

Resolution #30-15, State Performance Measurement Program, 2015 Report.

Reviewed June 9, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$186,163.66 and reviewed June 16, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$399,291.65.

Motion carried unanimously.

Ische moved, Lynch seconded, to open the public hearing for Schram Winery's application for brewer off sale intoxicating liquor license. Motion carried unanimously.

Patrick Conness, County Attorney's office, explained the Statute that requires a public hearing to issue the off sale liquor license. He reviewed items that should be considered under Statute. Conness stated the cities of Waconia and Victoria had no negative comments and they also checked with the Sheriff's Office.

Aaron Schram, explained his current operation. He indicated his brewery has done very well and customers have expressed an interest in purchasing growlers. He stated he lived on the site with his family and they were working to become a farm brewery. He noted their hours of operation and stated they had neighborhood support.

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

Ische moved, Lynch seconded, to approve the application for brewer off sale intoxicating liquor license for Schram Winery, LLC. Motion carried unanimously.

David Hemze, County Administrator, clarified this applied for sales Monday through Saturday and, due to recent legislation related to Sunday sales, they could be looking into that for the future.

The Board considered an appointment to the Riley Purgatory Bluff Creek Watershed District Board of Managers.

The Board acknowledged the rule changes that had been an issue in the past and recognized they had three well qualified candidates.

Degler moved, Ische seconded, to appoint Richard Chadwick to the Riley Purgatory Bluff Creek Watershed District Board of Managers. Degler, Ische, Lynch, Maluchnik voted aye. Workman voted nay. Motion carried.

Ische moved, Degler seconded, to open the public hearing on Ordinance No. 80-2015, amending the County zoning code. Motion carried unanimously.

Steve Just, Public Health and Environment, entered into the record the affidavit of publication and affidavit of mailing of the hearing notice.

He explained the Planning Commission recommended a number of amendments to the zoning ordinance. He stated these changes were based on changes in Statutes, related to current trends and to make sure the County was consistent with the 2030 comp plan. Just gave an overview of the proposed changes.

Mark Williams, Dahlgren Township, stated they did not have problems with the most of the changes with the exception of the access requirements. He suggested since the township was the road authority, this should stay with the townships. He stated he would like to see this discussed at the next Carver County Township Association meeting and asked if they could hold off on the vote related to this section of the amendments until after that meeting.

Just clarified the Board could add or delete any part of this ordinance. He suggested leaving it in would provide more flexibility and changes could be made in the future.

The Board agreed they would discuss this at the next Township Association meeting and if a change were warranted, the ordinance could be amended going forward.

Leann Kunze, representing Laketown Township, stated they supported the access requirements and moving forward with the amendments. She stated she also appreciated this coming back to the Township Association for their input.

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

Ische offered the following Resolution, seconded by Lynch:

Resolution #31-15
Adopting Ordinance No. 80-2015,
Amending Chapter 152, County Zoning Code

On vote taken, all voted aye.

Summary: Ordinance No. 80-2015, Amendments to Chapter 152 the Carver County Zoning Code

The following is a summary of the essential elements of Ordinance No. 80-2015 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 obtained from the Carver County Land Management Department. Ordinance No. 80-2015 provides for a number of text amendments to the Zoning Code including, but not limited to: adding or revising definitions including agri-tourism; addressing additional road accesses when they are part of a conditional, interim or accessory use permitting process; adding clarifying language to the renewable solar energy section related to conditional uses and the installation of foundation posts; increasing structure size allowances from 120 to 200 sq. ft.; stipulating that occasional special events are not to exceed three requests per year per parcel, and recognizing permitted events in the County parks; allowing consolidation of conditional use requests which may include more than one activity or conditional use permit category; adding additional language related to conditional and interim use permits for agri-tourism to clarify the activities allowed; addressing the certification of zoning compliance section related to certain land use permits issued by townships; and updating the variance language related to practical difficulty and the grounds for a variance.

Bill Weckman, Public Works, requested the Board approve an amendment for legal services with L.D. Martin Law Office. He stated the firm was contracted to handle the land condemnation hearings related to the County Road 11 project. He reviewed the hearings, appeals and settlements to date. He indicated the trials are continuing and the issues are more complicated than earlier anticipated.

Commissioners Degler and Workman clarified they would be abstaining as they had family members involved.

Lynch moved, Ische seconded, to authorize the Chair and Administrator to sign amendment #3 to the contract with L.D. Martin Law Office pending finalization of the contract review process. Ische, Lynch, Maluchnik voted aye. Degler, Workman abstained. Motion carried.

Gary Bork, Community Social Services, requested the Board approve the creation of four child protection positions. He pointed out the Governor's Task Force on Child Protection recommendation to provide funding for County staff. He noted the funding the County would receive initially and the performance requirement to get the full amount of the grant. He highlighted staffing recommendations and the County's current staffing levels.

Ische moved, Degler seconded, to create a 1.0 FTE Child and Family Supervisor, a 2.0 FTE Social Worker II utilizing the child protection base allocation and to create a 1.0 FTE social worker II utilizing the child protection base allocation and performance withhold, with that position to be hired

upon authorization of the County Administrator when the Division can demonstrate the performance requirements can be met and related budget amendment. Motion carried unanimously.

The Board recognized Mr. Bork would be soon retiring and thanked him for his service. They acknowledged Mr. Bork was very knowledgeable, talented and well respected in his field.

Bork requested the Board adopt a Resolution to support the national initiative to reduce the number of people with mental illnesses in the jails. He pointed out the grant the County was awarded to provide mental health services in the jail and indicated the County has become a model in Minnesota for that system.

Ische offered the following Resolution, seconded by Lynch:

Resolution #32-15
Supporting the Stepping Up Initiative

On vote taken, all vote aye.

Dave Hemze, County Administrator, requested the Board approve updates to the County's strategic plan. He noted the workshop held with the Board and the intent to make it more practical and usable. He stated the plan provides a roadmap for the future and everything that is done in the Board Room relates to one of the County's strategic goals. Hemze explained some items were removed, new initiatives were added and clarifies what the County was going to do.

Degler moved, Ische seconded, to approve the updates to the Carver County Strategic Plan. Motion carried unanimously.

Lynch moved, Degler seconded, to adjourn the Regular Session at 5:25 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.)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Water Management Organization Advisory Committee Appointment

Primary Originating Division/Dept: Administration (County)	Meeting Date: 7/7/2015
Contact: Dave Hemze Title: County Administrator	Item Type: Consent
Amount of Time Requested: minutes Presenter: Title:	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: Connections: Develop strong public partnerships and connect people to services and information	

BACKGROUND/JUSTIFICATION:

The Carver County Water Management Organization Advisory Committee (formerly WENR Committee) has a vacancy for an appointment from the Carver Creek Watershed to fill an unexpired term. The following application has been received:

Chad Robbins

Residing in Commissioner District 4 and the Carver Creek Watershed.

ACTION REQUESTED:

Appoint Chad Robbins to fill an unexpired term on the Carver County Water Management Advisory Committee to represent the Carver Creek Watershed.

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

Related Financial/FTE Comments:

Office use only:

RBA 2015- 3339

Close

Carver County Board of Commissioners Request for Board Action



Agenda Item:

JPA with State of MN to Develop NIBRS Integration Adapters

Primary Originating Division/Dept: Sheriff <input type="text"/>	Meeting Date: 7/7/2015 <input type="text"/>
Contact: Leslie Michel Title: Administrative Services Manager	Item Type: Consent <input type="text"/>
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: Connections: Develop strong public partnerships and connect people to services and information <input type="text"/>	

BACKGROUND/JUSTIFICATION:

The Carver County Sheriff's Office has been chosen by the MN Department of Public Safety to participate as a pilot site for the NIBRS (National Incident Based Reporting System) project. The Sheriff's Office will work with its RMS (Records Management System) vendor CIS to develop the Integration Adapters. The adapters will allow Carver County Sheriff's Office and the BCA (Bureau of Criminal Apprehension) to transition to the NIBRS format reporting. The most significant difference between NIBRS and the current Summary reporting is the degree of detail. This level of reporting provides law enforcement agencies, the state and the FBI with more detailed, accurate and meaningful data. NIBRS is the future of UCR (Uniform Crime Reports) in Minnesota.

The State of MN is requesting approval of the JPA by the County Board.

ACTION REQUESTED:

Motion to contract with State of Minnesota pending finalization of the contract review process.

FISCAL IMPACT: Budget amendment request form <input type="text"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text"/>
FTE IMPACT: None <input type="text"/>	Other = <input type="text"/> \$120,032.00
	Total <input type="text"/> \$120,032.00
	<input type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

The State of MN will provide \$120,032 to CCSO to fund the development of NIBRS Integration Adapters. Sheriffs Records Management System vendor CIS will develop, deliver, install, test and maintain the NIBRS Adapters. Increase Revenue 01-201-201-0000-5320: \$120,032 and Increase Expenditure 01-201-201-0000-6265: \$120,032

Office use only:

RBA 2015 - 3342

Close

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item:
JPA with State of MN to Develop NIBRS Integration Adapters

Department Sheriff
 t:

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
Software Licensing	01-201-201-0000-6265	\$120,032.00	State Grants	01-201-201-0000-...	\$120,032.00
TOTAL		\$120,032.00	TOTAL		\$120,032.00

Reason for Request:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Award of the 2015 Highway Preservation Program Contract

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Andrew Engel"/> Title: <input type="text" value="Civil Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

The 2015 Highway Preservation Program includes a micro-mill of the existing pavement surface and paving an Ultra Thin Bonded Wearing Course on bituminous highways. The proposed highway segments are:

CSAH 33 from CSAH 50 to the South City Limits of Norwood Young America

CSAH 34 from CSAH 33 to Carver Co. / McLeod Co. line

CR 131 from US 212 to CSAH 34

The use of a Ultra Thin Bonding Wearing Course is a first for Carver County, which is expected to improve the ride quality while also preserving and extending the life of the existing road structure for the same cost as a thin traditional overlay. The performance will be evaluated over the upcoming years.

ACTION REQUESTED:

Adopt a resolution to award the 2015 Highway Preservation Program contract with Asphalt Surface Technologies Corporation (St. Cloud, MN) in the amount of \$998,706.55 pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$223,706.55</td> </tr> <tr> <td>State Aid Reg. Const.</td> <td style="text-align: right;">\$775,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$998,706.55</td> </tr> </table> <input type="checkbox"/> Insert additional funding source	County Dollars =	\$223,706.55	State Aid Reg. Const.	\$775,000.00	Total	\$998,706.55
County Dollars =	\$223,706.55						
State Aid Reg. Const.	\$775,000.00						
Total	\$998,706.55						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

CSAH 34 \$489,708.25, CSAH 33 \$299,982.05, CR 131 \$ 209,016.25

Office use only:

RBA 2015 - 3347

Close

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

Date: July 7, 2015 Resolution No: _____
Motion by Commissioner: _____ Seconded by Commissioner: _____

Awarding of the 2015 Highway Preservation Program Project, Carver County Contract 15-284

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

WHEREAS, On Friday, June 26, 2015 at 2:00 p.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, two (2) sealed bids were received by Carver County Public Works, electronic bids were opened by two (2) representatives of Carver County Public Works, and read aloud for the County Highway Overlay Project, said sealed bids for the responsible bidders are summarized as follows:

<u>Contractor</u>	<u>Total Bid</u>	<u>Over/Under Engineers Estimate</u>
Asphalt Surface Technologies	\$998,706.55	+0.98 %
Harddrives	\$1,299,123.21	+31.35%
<i>Engineers Estimate</i>	\$989,038.95	

And WHEREAS, after examination of the sealed bids by Carver County Public Works, Asphalt Surface Technologies 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 15-284 with Asphalt Surface Technologies of St. Cloud, MN in the name of the County of Carver for the construction of the County Highway Overlay Project 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 is hereby authorized to take actions necessary and to enter into change orders or supplemental agreements on behalf of Carver County with an amount less than fifty thousand dollars (\$50,000) and an aggregate project total 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

STATE OF MINNESOTA
 COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the _____ day of _____, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of _____, 2015.

Dave Hemze

County Administrator



CCHD Contract Bid Summary

Contract No.: 158768

Project No.: SAP 010-633-042

Bid Opening: 06/26/2015 2:00 PM

Vendor Number	Business Name	Total Bid Amount	Percent Over/Under Estimate
	Engineers Estimate	\$989,038.95	
N/A	Asphalt Surface Technologies Corp.	\$998,706.55	0.98% OVER ESTIMATE
1	HARDRIVES	\$1,299,123.21	31.35% OVER ESTIMATE

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement for CSAH 14 Construction Administration

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Kate Miner"/> Title: <input type="text" value="Transportation Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County was awarded \$482,112 in Highway Safety Improvement Program (HSIP) funds to upgrade 7 signalized intersections along CSAH 14 (Pioneer Trail) from the commercial access just east of TH 41 in Chaska to Bluff Creek Drive in Chanhassen. The project will improve safety and traffic operations along the corridor by installing pedestrian countdown timers, installing confirmation lights (red light running indication), replacing protected/permissive left turn operations with flashing yellow arrow operations, implementing advanced walk cycles for pedestrians, and upgrades to ensure ADA compliance.

This contract includes the work for construction services for the CSAH 14 signal system safety enhancements, SP 010-030-007 which will begin in August 2015. Work will include weekly construction observation reports, weekly progress meeting minutes, monthly pay estimates, project close-out documents, work/change orders as needed, record drawings and construction survey and testing. Due to the existing internal staff work load and the specialized expertise required for the construction observation, it is necessary to hire a consultant to perform this work on behalf of Carver County.

ACTION REQUESTED:

Approve a professional services agreement with Bolton & Menk Inc. in the amount of \$59,760 pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value=""/>
FTE IMPACT: <input type="text" value="None"/>	State Aid Reg. Const. <input type="text" value="\$59,760.00"/>
	Total <input type="text" value="\$59,760.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3328

Close

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Award of Bid of BRIDGE NO. 10J31 CONSTRUCTION ON 166TH STREET OVER SILVER CREEK

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Scott Smith"/> Title: <input type="text" value="Design Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Bridge No. 10J31 is located at the crossing of 166th St and Silver Creek in San Francisco Township. The bridge is located 0.9 miles west of CSAH 41.

This bridge was on a county plan for future replacement in 2016, but due to the June 2015 flooding, this bridge experienced significant impacts and eventually started collapsing making it unsafe and unusable for the public and is in need of replacement as soon as possible.

Town Bridge funds will be used. Costs not covered by Town Bridge funds will be paid by San Francisco Township per the JPA between the county and the township. The County is acting as the agent for the Township for this project, in order for the township to get the state funds.

The current timber slab span bridge will be replaced with twin 14' X 10' precast concrete box culverts.

The Engineer's estimate is \$414,304. Town Bridge Funds will cover 100% of the bridge construction costs except for \$10,000 which the Township has to pay. The township is responsible for the road approach costs. The County has no cost in the project.

Bids were opened on Friday, June 26, 2015 (See attached low bid information and abstract). The low bidder is Swenke Ims Contracting, LLC. in the amount of \$360,020.00. Public Works requests a contract award as soon as possible to allow the contractor to start work as soon as is feasible to do so.

ACTION REQUESTED:

Adopt a resolution to award a construction contract for Bridge No. 10J31 Construction on 166th Street over Silver Creek with Swenke Ims Contracting pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> <p><i>If "Other", specify:</i> <input type="text"/></p> FTE IMPACT: <input type="text" value="None"/>	FUNDING <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Town Bridge Funds</td> <td style="text-align: right;">\$350,020.00</td> </tr> <tr> <td>Township</td> <td style="text-align: right;">\$10,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$360,020.00</td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	County Dollars =	\$0.00	Town Bridge Funds	\$350,020.00	Township	\$10,000.00	Total	\$360,020.00
County Dollars =	\$0.00								
Town Bridge Funds	\$350,020.00								
Township	\$10,000.00								
Total	\$360,020.00								

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement with BRAUN INTERTEC CORPORATION for Pavement Coring and Mix Design

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Andrew Engel"/> Title: <input type="text" value="Civil Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Braun Intertec recently performed a general overview and analysis of highways designated for rehabilitation during the 2015-2018 timeframe. As a result of this analysis, seven roads have been identified as potential candidates for a long term rehabilitation strategy. The roadways are as follows:

- CSAH 30 From the New Germany City limits to TH 25
- CSAH 32 from TH 25 to CSAH 10
- CSAH 32 from 2000' west of CR 135 to TH 25
- CSAH 20 from McLeod County to CSAH 33
- CR 133 near CSAH 20
- CSAH 24 from CSAH 10 to Hennepin County
- CSAH 10 from TH 25 to the north county line

The rehabilitation strategy for these highways will likely be Stabiilized Full Depth Reclamation (SFDR) or Cold in Place Recycling (CIR). Braun Intertec will provide recommended mix designs and specification assistance in order to successfully complete the rehabilitation strategies.

ACTION REQUESTED:

Approve a professional services agreement with BRAUN INTERTEC CORPORATION for \$65,128.00 pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$65,128.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$65,128.00</td> </tr> </table> <input type="checkbox"/> Insert additional funding source	County Dollars =	\$65,128.00			Total	\$65,128.00
County Dollars =	\$65,128.00						
Total	\$65,128.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with Minnesota Housing Finance Agency and to sub-grant to CAP Agency and The Salvation Army.

Primary Originating Division/Dept: <input type="text" value="Community Social Services"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Jennifer Romero"/> Title: <input type="text" value="Housing Coordinator"/>	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="Housing Coordinator"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

This grant is from the MN Housing Finance Agency (MHFA). The Family Homeless Prevention and Assistance Program helps homeless households find new housing and assists those who are in threat of homelessness keep their housing. The FHPAP Advisory committee completed an LOI/RFP process on behalf of both Scott and Carver counties to work in collaboration on this grant. As a result of these LOI/RFP responses, the CAP Agency and The Salvation Army were selected as sub-grantees to deliver FHPAP Services to the residents of Carver and Scott Counties. Services will be in the form of assistance with rent or mortgage payments, damage deposits, and transportation as it relates to housing. In addition, support services such as referrals to community resources, assistance with housing search, and case management will be offered. Carver County is the fiscal agent for this grant. The funds will be sent to Carver County from MHFA and in turn, Community Social Services (CSS) will distribute funds on a quarterly basis to the sub-grantees.

ACTION REQUESTED:

Motion to contract with Minnesota Housing Finance Agency for the FHPAP program pending finalization of the contract review process.
 Motion to Contract with The CAP Agency as the Sub-Grantee for the FHPAP program pending finalization of the contract review process.
 Motion to Contract with The Salvation Army as the Sub-Grantee for the FHPAP program pending finalization of the contract review process.
 Motion to approve the attached Resolution designating Carver County as the Grantee and Fiscal Agent for the Carver-Scott FHPHP Grant.

FISCAL IMPACT: <input type="text" value="None"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$372,550.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$372,550.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

MN Housing grants \$372,550.00 to Carver County for the FHPAP program. Carver County then sub-grants \$312,000.00 to the CAP Agency and \$60,550 to The Salvation Army so that they are able to deliver homeless and prevention services to the community.



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE _____

RESOLUTION NO. _____

MOTION BY COMMISSIONER _____

SECONDED BY COMMISSIONER _____

Carver County is accepting responsibility as the Grantee and as the Fiscal Agent regarding the Carver - Scott FHPAP Grant. The CAP Agency and The Salvation Army being the Sub-Grantees and venders of Carver County, providing direct services as directed by the FHPAP Grant.

WHEREAS, Minnesota Housing has been authorized to undertake a program to provide funds for Family Homeless Prevention and Assistance Program Projects; and

WHEREAS, Carver County, in collaboration with Scott County has developed an application for the Minnesota Housing Family Homeless Prevention and Assistance Program; and

WHEREAS, Carver County has been named the Grantee regarding the FHPAP grant for grant period July 1, 2015 to June 30, 2017; and

WHEREAS, Carver County has agreed to be the fiscal agent for funds distributed by The Minnesota Housing Financing Agency via the rewarding of the FHPAP Grant for the grant period July 1, 2015 to June 30, 2017; and

WHEREAS, Carver County, in its role as the Fiscal Agent, agrees to distribute grant dollars to the CAP Agency and The Salvation Army, Carver County's sub-grantees, as defined in the Sub-Grantee Contracts.

NOW, THEREFORE BE IT RESOLVED, That Carver County will meet all the requirements of the MHFA as the Grantee of the FHPAP grant and meet its responsibilities as defined in Grant Application as well as the Work Plan which has been submitted to MHFA.

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

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

David Hansen - Public/Commercial Equestrian Facility

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Land Mgmt."/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Steve Just"/> Title: <input type="text" value="Land Management 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 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 #PZ20150023. The Planning Commission recommended approval of a Conditional Use Permit (CUP) for a Public/Commercial Equestrian Facility on property owned by David Hansen in Sections 3 and 4 of Dahlgren Township. The facility will be used for the breeding and raising of thoroughbred horses and for personal and commercial boarding. The operation will consist of up to 29 animal units or less, which is the equivalent of 29 horses (combination of personal and boarded). An approximate 110' x 150' arena structure with up to 21 stalls and a restroom is proposed for the operation. All structures (existing and new) accessed by the public shall be required to meet the State Building Code. According to the applicant, there will be no events or shows associated with the facility. The Dahlgren Town Board reviewed the request and recommended approval at their May 11, 2015 meeting.

ACTION REQUESTED:

A motion to adopt the Findings of Fact and issue Order #PZ20150023 for the issuance of the Conditional Use Permit.

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

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3327

Close

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20150023

RESOLUTION #: 15-08

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

FILE #: PZ20150023

APPLICANT/OWNER: David O. Hansen

SITE ADDRESS: 6975 August Road, Chaska MN 55318

PERMIT TYPE: Commercial Equestrian Facility

PURSUANT TO: County Code, Chapter 152, Section(s) 152.079 C5

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 04-003-0700

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of June 16, 2015; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. David O. Hansen recently purchased 60.84 acres located in the West Half (W ½) of the Northwest Quarter (NW ¼) of Section 3 and the Southeast Quarter (SE ¼) of the Northeast Quarter (NE ¼) of Section 4 of Dahlgren Township. The property is improved with two (2) existing homes, detached garage, a large pole barn (former workshop for Luthy Sandblasting) and several agricultural buildings. The site is located within the Agriculture Zoning District, Shoreland District (Tributary), and the CCWRMA – West Chaska Creek watershed.
2. The applicant received Variance #PZ20150013 on May 3, 2015 allowing for a new feedlot of ten (10) animal units or more within 200 feet of a property line.
3. The applicant is requesting a Conditional Use Permit (CUP) for a public/commercial equestrian facility which will be utilized for the breeding and raising of thoroughbred horses, as well as personal & commercial boarding pursuant to Section 152.079 C5 of the Carver County Code.
4. According to the submitted operational and site plans (dated 5/20/15) the operation would consist of up to twenty nine (29) horses (combination of boarded and personal). The equestrian facility would primarily be for the breeding and raising of thoroughbred horses owned by the applicant as well as boarding. The existing structures on the property include two (2) residences; a commercial pole barn; and multiple agricultural buildings (including, but not limited to a barn, hog barn, pole barn). According to the Building Official, all structures (existing and new) accessed by the public are required to meet MN State Building Code.
5. The applicant has stated that his personal horses and horses owned by the on-site stable manager(s) would be boarded in the existing pole barn. The applicant indicated that the public will only be accessing the proposed 110' x 150' indoor arena structure, which will contain approximately twenty-one (21) stalls as well as a restroom. Any additional buildings associated with the equestrian facility will require discussion with Land Management to determine whether a new CUP will be required.

6. According to the County Zoning Code, one (1) of the residences is required to be occupied and homesteaded by a principal of the activity. Mr. Hansen has homesteaded the residence at 6975 Augusta Road and the second residence (6973 Augusta Road) will be occupied by the stable manager(s). The proposal appears to meet the standards of the Zoning Code.
7. The property has one (1) subsurface sewage treatment system (SSTS) serving the two (2) residences on the property. The property transfer required an escrow to be held to replace the SSTS. The new SSTS will be required to be approved and installed prior to the issuance of the CUP. The Environmental Services Department will need to review and approve a design to accommodate the proposed restroom in the future indoor arena structure prior to the issuance of any building permit.
8. The Environmental Services Department, Assistant Feedlot Administrator, has reviewed the operational plan and has indicated that the property is limited to twenty-nine (29) animal units or less which is the equivalent of twenty-nine (29) horses per Carver County Feedlot Ordinance 54.46(C)(2). A feedlot permit will not be required per Carver County Feedlot Ordinance 54.30(B)(3); however, the feedlot is required to be inventoried through the County Feedlot Inventory per Carver County Feedlot Ordinance 54.30(A). The feedlot inventory process includes registration of the feedlot site. A feedlot site inspection will be required by the Carver County Assistant Feedlot Administrator every four years in order to review feedlot compliance, manure stockpile areas, and land application of manure. Land application of manure must meet all requirements of Minnesota State Feedlot Rule 7020 and the Carver County Feedlot Ordinance.
9. The operational plan states that the hours of operation where clients may access the site would be 9:00 a.m. – 9:30 p.m. daily. Parking is available off the existing driveway. According to the applicants, approximately six (6) to ten (10) vehicle trips are anticipated in and out of the site each day.
10. According to the applicant, there will be three (3) employees at the equestrian facility, one (1) of whom will not reside at the property. The applicant is required to submit proof of Workers Compensation. Should the facility cease to have non-family members working at the facility, the applicants will be required to submit an affidavit stating that they do not have any employees.
11. According to the applicant, no event or shows will be associated with the proposed equestrian facility. Boarders riding on private property would be prohibited unless written agreements are provided to Land Management.
12. The applicant is proposing one (1), approximately 3' x 4' sign. All signage must meet the requirements of Chapter 154: Sign Regulations.
13. The Dahlgren Town Board reviewed the request at their May 11, 2015 meeting and recommended approval.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the issuance of Conditional Use Permit #PZ20150023 for an Equestrian Facility on the land described in Exhibit "A" of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

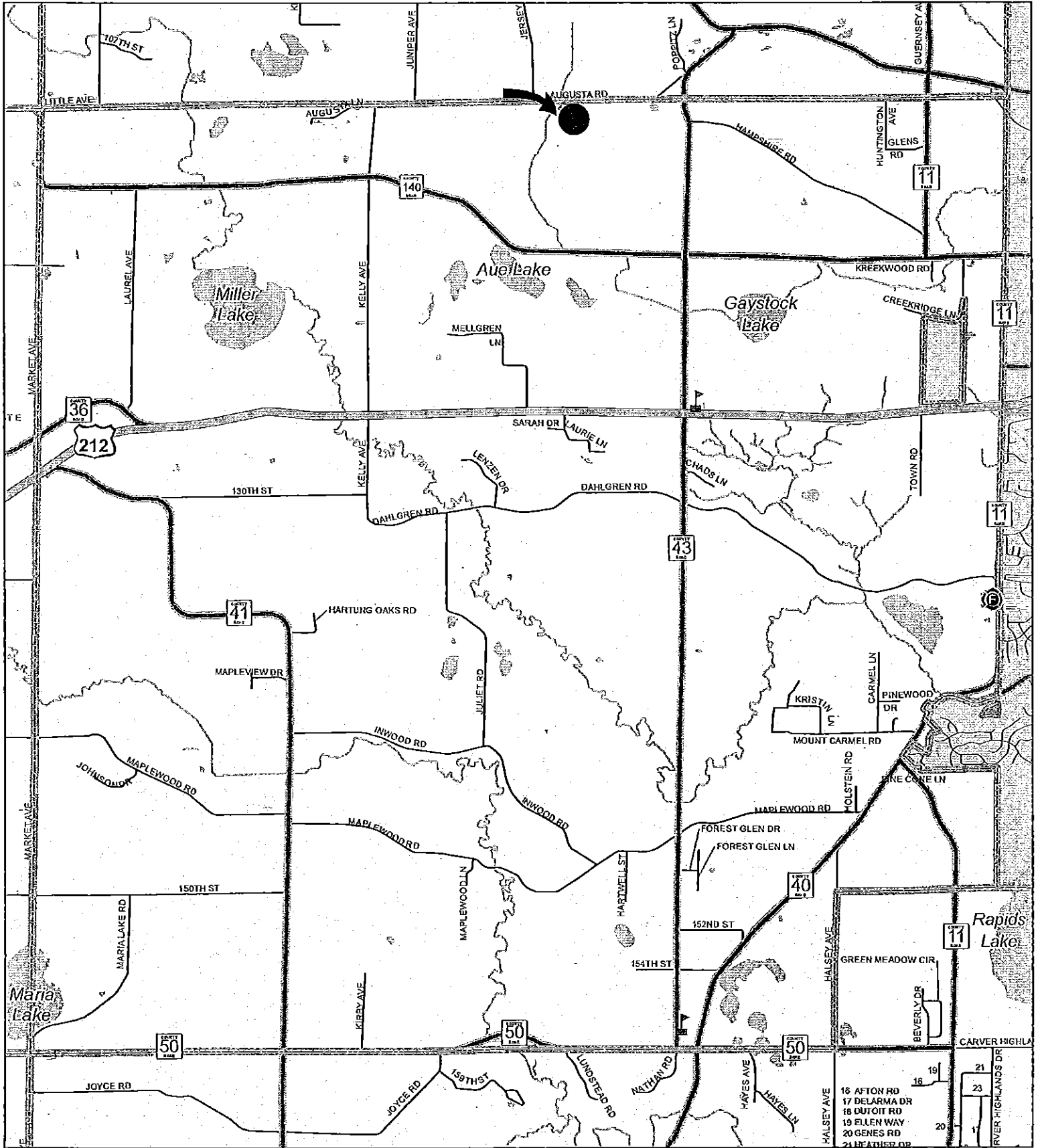
1. The permit is subject to administrative review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners/operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible.
2. The public/commercial equestrian facility shall operate in accordance with the operation and site plans (dated 5/20/15). These plans shall be attached to and become part of this permit. The property is limited to twenty-nine (29) animal units or less in accordance with Chapter 54 – Feedlot Management requirements. Land application of manure must meet all requirements of Minnesota State Feedlot Rule 7020 and the Carver County Feedlot Ordinance.

3. All permits required by the Building Official shall be obtained prior to construction of the proposed arena. All structures utilized as part of the operation in which public (boarders/employees/volunteers) have access shall meet the applicable State Building Code requirements. Any future buildings will require discussion with Land Management for a determination as to whether an application for amendment or similar consideration is necessary.
4. The Permittee shall comply at all times with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations.
5. The Permittee shall comply at all times with the County standards as detailed in Chapter 52 – Sewage Treatment Systems and obtain all permits required by Environmental Services prior to construction of the proposed arena. The SSTS serving the residence(s) shall be approved and installed prior to the issuance of the CUP.
6. Riding on neighboring private property would be prohibited unless written agreements are provided to Land Management.
7. The Permittee shall maintain homestead status on the property.
8. The Permittee shall submit proof of Workers Compensation or an affidavit (concerning compensation) stating that they do not have any employees.

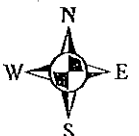
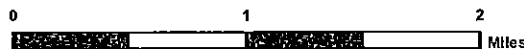
ADOPTED by the Carver County Planning Commission this 16th day of June, 2015.

John P. Fahey
Planning Commission Chair

DAHLGREN 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:

Request for approval to contract with DATABANK IMX LLC

Primary Originating Division/Dept: <input type="text" value="Community Social Services - HCBC"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="CSS Interim Director"/>	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="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

DataBank has been asked to implement a solution using Compass forms & OnBase workflow that will allow the CSS Home & Community Based Care (HCBC) to maintain paperless client files.

Under contract #14-155, DataBank performed the discovery work to determine the necessary requirements of the solution.

This contract will cover the planning, development (configuration), testing, training and production deployment activities associated with the implementation of the solution by DataBank. A detailed Statement of Work (SOW) has been provided by DataBank.

ACTION REQUESTED:

Motion to contract with DATABANK IMX LLC pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value="\$113,142.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$113,142.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

DataBank Statement of Work \$57,830 (NTE); OnBase & Compass Software Licenses \$55,312

Office use only:

RBA 2015- 3338

Close

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the 2016 Teamsters Detention Deputies / 911 Dispatchers / TAC Officer Collective Bargaining Agreement & 2015 MOA

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division Dir"/>	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="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

Teamsters Detention Deputies / 911 Dispatchers / TAC Officer Bargaining Unit and the County have completed negotiations for the successor collective bargaining agreement (CBA) and the membership has ratified the 2016 CBA. In addition, a Memorandum of Agreement was reached to address attraction and retention concerns for the 911 Dispatcher Classification in 2015.

Highlights and major changes in terms and conditions are:

- One year agreement covering 2016, with MOA to address attraction and retention concerns in 2015.
- Pay-for-Performance in 2016: 0.00%, 2.25%, 3.50%, 4.75% - effective March 7, 2016.
- General adjustment of 2.00% for employees performing at "solid performer" level and above - effective March 7, 2016.
- Establish an attraction and retention salary range of \$19.92 - \$28.88 per hour for the 911 Dispatcher classification, effective in 2015 upon ratification of the agreement by both parties.
- In recognition of moving longevity onto base wage and to address attraction and retention concerns for 911 Dispatchers, provide base pay increases ranging from \$1.15 per hour to \$2.50 per hour based on job classification market data and the employees' current placement within the pay range. These increases to be effective upon ratification of the agreement in 2015 for 911 Dispatchers, and effective the first pay period in 2016 for Detention Deputies and TAC Officer.
- Eliminate automatic 4.5% salary increase at six months of service for employees hired at the minimum of the salary range.
- 2016 Insurance: Increase monthly County contribution from \$670 to \$690 for employee only tier, from \$775 to \$850 for employee + child(ren) tier, from \$1,075 to \$1,175 for employee + spouse tier, and from \$1,350 to \$1,450 for family tier.
- Language incorporated in CBA consistent with pay-for-performance administrative guidelines – no compounding of increases, no performance pay for months not employed by the County.

ACTION REQUESTED:

Motion to approve the Teamsters Detention Deputies / 911 Dispatchers / TAC Officer 2016 Collective Bargaining Agreement and Memorandum of Agreement addressing attraction and retention, and market conditions.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING County Dollars = <input type="text" value="\$217,300.00"/>
If "Other", specify: <input type="text" value=""/>	Total <input type="text" value="\$217,300.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Costs to address attraction and retention in response to market conditions in 2015 are \$35,500. The 2016 cost associated with this Collective Bargaining Agreement is \$181,800 and will be included in the regular 2016 budgeting process.

Office use only:

RBA 2015 - 3348

Close

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resilient Communities Project Presentation

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Planning & Water"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="paul moline"/> Title: <input type="text" value="PWM manager"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="Paul Moline"/> Title: <input type="text" value="PWM manager"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

The County Board approved a letter of support for the County's proposal to the University of Minnesota's Resilient Communities Project (RCP) at its February 3, 2015 meeting. The Resilient Communities Project (RCP) is an award winning program at the University of Minnesota that matches community identified projects with faculty and students to address local issues in ways that advance sustainability and resilience. On March 12, 2015, the County was notified that the County's proposal had been selected through a competitive process thereby designating Carver County as RCP's partner community for the 2015-2016 school year. Carver County's partnership with RCP will result in students working on about 30 different projects (project summaries attached) related to environmental stewardship, housing opportunity, alternative transportation, human services, community engagement and involvement, building community identity, and effective administration. Currently staff are working with the University to negotiate a contract for the RCP program. Mike Greco, RCP Program Manager at the University of Minnesota, will provide a brief presentation to the Board to inform Commissioners about the nature and extent of the RCP program, its partnership with the County, and the benefits the project will bring.

ACTION REQUESTED:

Presentation only. No action needed.

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

Related Financial/FTE Comments:

As part of the contract approval process, the county contribution and budget will be included for the Board.

Office use only:

RBA 2015 - 3331

Close

Carver County Board of Commissioners Request for Board Action



Agenda Item:

MCIT (Minnesota Counties Intergovernmental Trust) Report to the Board

Primary Originating Division/Dept: <input type="text" value="Employee Relations - Risk Management"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Sonja Wolter"/> Title: <input type="text" value="Risk Management Specialist"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Jane Hennagir"/> Title: <input type="text" value="Risk Management Consultant"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

Jane Hennagir, Risk Management Consultant with MCIT, would like to provide the MCIT Member report to the County Board. The report will reference the insurance and Risk Management program as well as performance and goals of MCIT and Carver County.

ACTION REQUESTED:

Provide any additional input and/or direction to MCIT and Risk Management staff in the areas discussed.

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

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3260

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Carver County Board of Commissioners Request for Board Action



Agenda Item:

Award of Excellence Presentation by the Minnesota Recreation and Parks Association

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/>	Item Type: Regular Session <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Michelle Snider"/> Title: <input type="text" value="Executive Director of the Minnes"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

June 21, 2014, Carver County in conjunction with the cities of Chaska and Victoria hosted the first ever Bike Konnect event as a part of a celebration commemorating the recent completion of two trail segments of the Southwest Regional Trail and as a special recreation event promoting area trails, fitness, and family activity. The event provided an opportunity to enjoy company of one another in a fun filled atmosphere. The mission of the event is to connect trails, families and communities.

This first ever event attracted just over 200 participants, started in downtown Victoria, included a 10 mile bike ride on regional and city trails, was capped off with entertainment, and recreation activities at the Chaska Community Center.

This event was highly innovative and collaborative as staff from Chaska, Victoria and Carver County (Departments of Sheriff, Highways & Parks) worked together to create the event that removed typical barriers of area jurisdictions.

The Bike Konnect event has since received recognition from the Minnesota Recreation and Parks Association. The Award of Excellence is being presented to Carver County Parks for setting a standard of excellence in the field of recreation and park and leisure services.

ACTION REQUESTED:

It is requested that the Board accept the award.

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

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Compensation & Classification Study Update and Recommendation to Contract with Selected Consultant, Fox Lawson & Associates, a Division of Gallagher Benefit Services, Inc.

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division Dir"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="Kerie Anderka or Jacquelyn H."/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

To ensure that Carver County is positioned to attract and retain a well-qualified workforce to serve the citizens of this County, one of the organization’s identified priorities for 2015 and extending into 2016 is to conduct a comprehensive compensation and classification study. For local government organizations, it is recommended to conduct a periodic study to ensure that we remain competitive in our market for talent, and also to facilitate application of a relevant and current classification and pay system which maintains compliance with applicable state and federal laws.

A Request for Proposal was issued and Employee Relations has conducted a detailed review of the responses received, costs for services provided, as well as meeting with potential consultant representatives for further discussion of their services and approach. In addition, finalist consultants made presentations to an employee advisory committee and engaged with this group for question and answer sessions. Following these steps and completion of reference checks, Employee Relations recommends entering into a contract with Fox Lawson & Associates, a Division of Gallagher Benefit Services, Inc. as the consulting firm selected to assist the County with this project.

ACTION REQUESTED:

Authorize Carver County Employee Relations to move forward in contracting with Fox Lawson & Associates, a Division of Gallagher Benefit Services, Inc. to facilitate services to complete the County’s compensation and classification study and related project objectives, as well as provision of system follow-up services, pending successful negotiation of a contract acceptable to both parties.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING County Dollars = <input type="text" value="\$75,000.00"/>
if "Other", specify: <input type="text"/>	<input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$75,000.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

This amount listed is based on anticipated costs for the primary compensation and classification study project. Fees for services to maintain the system or assist with later job updates following the study and main project would be additional fees for services incorporated into the Employee Relations Division budget.

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RBA 2015 - 3355

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Carver County Board of Commissioners Request for Board Action



Agenda Item:

Southwest Reconnection Project - Supplemental Agreement 8

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Darin Mielke"/> Title: <input type="text" value="Deputy County Engineer"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="30"/> minutes Presenter: <input type="text" value="Darin Mielke/Lyndon Robjent"/> Title: <input type="text" value="Deputy County Engineer"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

The Southwest Reconnection Project has been progressing and is currently in Phase 3 of the planned construction work. Work on CSAH 61 is progressing well and is on schedule. Work on highway 101 is behind schedule due to significant bridge foundation issues.

The project contractor, Ames, has submitted claims for extra work and delay costs including a request for a September 2016 completion date. Ames has also submitted a proposal to get the project back on schedule for a November 25, 2015 bridge opening. Finally, Ames has made a value engineering claim for work eliminated at the north end of the bridge.

Staff from Carver County, Scott County and MnDOT met with Ames and have negotiated a supplemental agreement to get the bridge open by November 25, 2015. This will require an increase in contract cost for the project.

Staff will provide an update of the overall project including details of the proposed supplemental agreement.

A summary of the financial impact of the supplemental agreement is as follows:

1. Extra pile depth cost to date = \$1,000,000
2. Estimated additional pile depth cost to finish 101 bridge = \$500,000
3. Negotiated settlement with Ames for additional work and delay cost as well cost to accelerate schedule = \$3,000,000
4. Total Extra Cost for 101 = \$4,500,000
5. Elimination of Column Supported Embankment at north end of bridge = (\$2,100,000) credit.
6. Net extra cost for 101 = \$2,400,000

These numbers are likely to vary some upon the final draft of the supplemental agreement and therefore staff recommends a cap of \$2,500,000 for supplemental agreement number 8.

Other change orders and supplemental agreements for 101 to date total approximately \$660,000. Combined with supplemental agreement 8 the total overrun for 101 is approximately \$3,160,000.

The proposed funding for the 101 overrun is as follows: The County has already received a lump sum of \$1,300,000 from MnDOT for contingencies. This leaves a shortage of \$1,860,000. MnDOT has agreed to provide 50% of this and Scott County has agreed to 25% leaving the other 25% for Carver County.

Upon award of the project, the county board authorized the County Engineer to sign change orders and supplemental agreements up to \$100,000 per occurrence and with a project aggregate total of \$3 million. The County Engineer is requesting that the aggregate total is raised to \$4 million.

ACTION REQUESTED:

1. Motion to authorize the Carver County Engineer to approve Supplemental Agreement 8 up to \$2,500,000 for a total contract increase of \$3,160,000.00 for the highway 101 portion of the Southwest Reconnection Project.
2. Motion to authorize the County Engineer to sign change orders and supplemental agreements up to \$100,000 per occurrence and with a project aggregate total of \$4 million.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING County Dollars = <input type="text" value="\$465,000.00"/> Scott County <input type="text" value="\$465,000.00"/> State <input type="text" value="\$2,230,000.00"/> Total <input type="text" value="\$3,160,000.00"/>
If "Other", specify: <input type="text"/>	<input checked="" type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

The County budget includes \$2 million for contingencies. In addition it is expected that the CSAH 61 portion of the project will underun its budget.

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RBA 2015- 3364

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Carver County Board of Commissioners Request for Board Action



Agenda Item:

Public Works Satellite Facility

Primary Originating Division/Dept: <input type="text" value="Administrative Services"/>	Meeting Date: <input type="text" value="7/7/2015"/>
Contact: <input type="text" value="Nick Koltavy"/> Title: <input type="text"/>	Item Type: <input type="text" value="Work Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Nick Koltavy"/> Title: <input type="text" value="Interim Admin Serv Director"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

On June 2, the Carver County Board approved a purchase agreement for a new satellite facility located in Hollywood Township. The purchase agreement is contingent on the County obtaining a Conditional Use Permit (CUP) for the property. At this meeting, staff will discuss with the Board potential future upgrades to the site, which will be incorporated into a master plan for the CUP application. Items of discussion will include a salt shed, paving, site access, signage, and fuel location.

ACTION REQUESTED:

Provide guidance on potential future upgrades to the Northwest Public Works Satellite Facility.

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

Related Financial/FTE Comments:

The fiscal impact of different options will be presented at the board meeting.

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Carver County Board of Commissioners Request for Board Action



Agenda Item:
Organizational Update

Primary Originating Division/Dept: Administration (County)

Meeting

Date: 7/7/2015

Contact: David Hemze Title: County Administrator

Item Type:

Work Session

Amount of Time Requested: 30 minutes

Attachments: Yes No

Presenter: David Hemze Title: County Administrator

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Background

An organizational review followed a number of key upper level retirements and resignations including our Public Health & Environment, Property Records & Taxpayer Services, and Social Services Division Directors. The County Administrator will present a summary of the related recommendations during this work session.

Objectives

A key objective of the organizational review is to set up a structure that provides for the most efficient and effective services possible. Other objectives include enhancing communication, continuing the development of our leadership team, and attracting and retaining the best and brightest employees. Finally, cost containment was established as one of the key criteria at the outset of the review.

Recommendations

Key recommended changes include the following.

- Consolidating the Property Records & Taxpayer Services and Financial Services Divisions into a single Property & Financial Services Division. This includes a separation of the County Surveyor function with road survey duties remaining with Public Works and property records related duties moving to the Property & Financial Services Division.
- Consolidating Public Health with Community Social Services to create a Health & Human Services Division.
- Consolidating our land, planning, water, environmental, and communications functions with the Administrative Services Division to create a Public Services Division

Outcomes

A number of outcomes are achieved through these recommendations including:

- Streamlining Divisions from 7 to 5 resulting in a more nimble and effective leadership team.
- More strategic alignment of functions allowing for better communication, decision making, efficiencies and improved services.
- \$300k+ savings in 2015.
- \$330k cost reduction in 2016.
- -2 net FTE reduction.

Next Steps

Board direction is requested during this work session and this item will be then be placed on the July 21 regular session for action. Posting of open positions will follow that Board action.

ACTION REQUESTED:

Board input and direction.

FISCAL IMPACT: Included in current budget

FUNDING

If "Other", specify:

County Dollars = (\$330,000.00)

FTE IMPACT: Other staffing change (grade, classification, hours, etc.)

Total (\$330,000.00)

Insert additional funding source

Related Financial/FTE Comments:

Attrition savings in 2015 are approximately \$300k and estimated 2016 budgetary impact is a cost reduction of \$330k. The FTE impact is a net reduction of 2.

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