



Carver County Board of Commissioners
 August 5, 2014
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	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> d) New Employee Introductions 1	
	2.	Agenda review and adoption	
	3.	Approve minutes of July 11, 2014, Special Session and July 15, 2014 Regular Session2-7	
	4.	Community Announcements	
9:10 a.m.	5.	CONSENT AGENDA <i>Connections: Develop strong public partnerships and connect people to services and information</i> 5.1 Joint Powers Agreement with San Francisco Township for Replacement of Bridge No. L2817 8 5.2 Joint Powers Agreement with San Francisco Township for Replacement of Bridge No. L2818 9 5.3 Victoria Library JPA..... 10 5.4 LRIP Grant Agreement with MnDOT for Southwest Reconnection Project 11-12 5.5 Website Redesign Contract..... 13 5.6 Approve out-of-state travel for a social worker to make a presentation at a Signs of Safety Conference in Western Australia 14 5.7 Veterans Service Office (VSO) Substitute Driver 15 <i>Communities: Create and maintain safe, healthy and livable communities</i> 5.8 Purchase of new 1 ton truck for Parks 16-17 5.9 PSA for Engineering Services - Replacement of Bridge #L2817 with Stantec Consulting Services Inc 18 5.10 PSA for Engineering Services - Replacement of Bridge #L2818 with Stantec Consulting Services Inc 19 5.11 Historical Clerical Error on Title in the City of Carver..... 20 5.12 Purchase a new tractor and mowing equipment..... 21-22 <i>Growth: Manage the challenges and opportunities resulting from growth and development</i> 5.13 Request for approval to contract with Innovative Interfaces, Inc 23	

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

- 5.14 Approval of the 2014 - 2015 Teamsters Detention Deputies / 911 Dispatchers /TAC Officer Collective Bargaining Agreement 24
- 5.15 Approval of Settlement Agreement with Teamsters Sheriff's Office Licensed Management on Pay-for-Performance Prorating and Administrative Guidelines 25

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

- 5.16 Abatements/Additions 26-27
- 5.17 Review Social Services/Commissioners Warrants NO ATT

- 9:10 a.m. 6. **CONNECTIONS: Develop strong public partnerships and connect people to services and information**
 - 6.1 Combine two .5 FTE truancy positions into one full time position 28
- 9:20 a.m. 7. **CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain public trust/confidence in County government**
 - 7.1 Veterans Service Officer Appointment 29
- 9:30 a.m. 8. **GROWTH: Manage the challenges and opportunities resulting from growth and development**
 - 8.1 **Closed Session** - Land Acquisition for CSAH 11 Construction Project # SP 010-611-006 30

10:30 a.m. **ADJOURN REGULAR SESSION**

- 10:30 a.m. **BOARD REPORTS**
- 1. Chair
 - 2. Board Members
 - 3. Administrator
 - 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

- August 12, 2014 No Meeting
- August 19, 2014 2:30 p.m. Committee of the Whole Meeting
- August 19, 2014 4:00 p.m. Board Meeting
- August 26, 2014 9:00 a.m. Board Work Session

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Introduction of new Public Works Staff

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Kate Miner"/> Title: <input type="text" value="Transportation Manager"/>	Item Type: <input type="text" value="New Employee Intro"/>
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:
 Culture:

BACKGROUND/JUSTIFICATION:

Public Works has recently hired six new employees:

Program Delivery - Survey Group (by John Freemyer)

Luke Kranz - Assistant County Surveyor

Program Delivery - Program Delivery Group (by Bill Weckman)

Nick Ousky - Senior Engineering Technician

Program Delivery - Transportation Group (by Kate Miner)

Dennis Tumberg - GIS Technician

Operations (by Micheal Legg)

Jamey Hecksel - Highway Maintenance Worker

Tim Meuleners - Highway Maintenance Worker

David Obermyer - Operations Supervisor - Equipment

All six will be introduced at the County Board Meeting.

ACTION REQUESTED:

None

FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <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"/>
QUOTES OR BIDS OBTAINED: <input type="text" value="N/A"/>	

Related Financial/FTE Comments:

Office use only:

RBA 2014 - 2679

A Special Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on July 11, 2014. Chair Gayle Degler convened the session at 4:00 p.m.

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

Members absent: Randy Maluchnik.

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

Jason Kamerud, Sheriff's Office, explained on June 18th the Minnesota DNR gave local governments an opportunity to put restrictions on lakes and on June 21st the Board adopted an Ordinance putting wake restrictions on the entire surfaces of Waconia, Bavaria and Reitz lakes. He noted the factors that would determine when the restrictions would be lifted. He stated Lake Waconia and Bavaria were still above the ordinary high water mark and today's readings indicated that Waconia has been the highest it has been this year.

He noted lake levels were changing rapidly and the proposed amended Ordinance allows the County Sheriff and County Administrator to suspend, remove or modify the slow-no wake restriction areas and times. Kamerud indicated this would allow them to be more responsive and take measures to protect property and maintain resources. He stated this would allow the Sheriff to leave or tighten restrictions in lieu of having impromptu Board meetings. Kamerud added that any change would be based upon factual information.

The Board acknowledged the need for the Sheriff to have discretion on when to modify and the ability to make a quick decision.

Sheriff Olson indicated that prior to getting today's rains, he was expecting to change restrictions on Lake Waconia but he didn't see being able to do that at this time.

Dave Hemze, County Administrator, stated he would be relying on the Sheriff to make the decision and he was in agreement with that. He noted the temporary Ordinance does expire July 21st and given the recent rain events, he would be adding this to next Tuesday's agenda. He stressed this change was about flexibility and moving ahead, they may look at having a permanent Ordinance in place that deals with this issue.

Lynch offered the following Resolution, seconded by Ische:

Resolution #40-14
Amending Ordinance No. 78-2014
Declaration of Emergency High Water Conditions
And Temporary Slow-No Way Restrictions
On the Use of Watercraft on Designated Lakes

On vote taken, all voted aye.

Ische moved, Lynch seconded, to adjourn the Special Sessions at 4:19 p.m. Motion carried unanimously.

David Hemze
County Administrator

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

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on July 15, 2014. Chair Gayle Degler convened the session at 4:00 p.m.

Members present: Gayle Degler, Chair, James Ische and Tim Lynch.

Members absent: Randy Maluchnik and Tom Workman.

The following amendment was made to the agenda:

Add:

7.1 Extend Ordinance Imposing Restrictions on the Use of Watercraft on Designated Lakes.

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

Ische moved, Lynch seconded, to approve the minutes of the July 1, 2014, Regular Session. Motion carried.

Community announcements were made by the Board.

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

Resolution #41-14, For Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions MN/DOT Agreement No. 04175, SAP 010-597-004 (0691).

Resolution #42-14, For Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions Mn/DOT Agreement No. 03785 SAP 010-641-010.

Approved amendment to the Public Health Emergency Preparedness and Cities Readiness Initiative Grant from the Minnesota Department of Health, as the Community Health Board.

Approved Amendment No. 2 to the professional services agreement with Bolton and Menk, Inc., for the CSAH 10 Watertown Bridge Replacement Project, pending finalization of the contract review process.

Approved contract with H & J Electric, subject to County Attorney/Risk Management approvals, for the installation of a 38 KW generator at 418 Pine Street, Chaska.

Resolution #43-14, For Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions Mn/DOT Agreement No. 04346 SAP 010-643-012.

Agreement with the Minnesota Department of Transportation for operation of CQRS Station at Carver County Public Works, pending finalization of the contract review process.

Resolution #44-14, Rejection of Bids for the CSAH 40 Bridge Reconstruction Project.

Approved the following abatements:

07.5500150	Tim Porter
09.0061020	Daniel Lipe
85.5320310	Scott Maus
30.9510441	Jose Lazo
30.9520579	Andrew Reed
30.9510320	Steven Brooks
65.4710750	Arlen Kirchoff (2010, 2011, 2012, 2013, 2014)

Contract with Data Link in the amount of \$28,490, for an electronic case file for Home & Community Based Care Department, pending finalization of the contract review process.

Reviewed July 8, 2014, Community Social Services' actions/Commissioners' warrants in the amount of \$309,012.04 and reviewed July 15, 2014, Community Social Services' actions/Commissioners' warrants in the amount of \$267,258.42.

Motion carried.

Ische moved, Lynch seconded, to open the public hearing to consider an amendment to the Roadways System Plan Appendix of the Carver County 2030 Comprehensive Plan. Motion carried.

Nate Kabat, Public Health, explained the process followed to date. He stated the purpose of the amendment was to incorporate two key planning efforts conducted by Public Works since the 2030 Roadway Systems Plan was adopted into the 2030 Comprehensive Plan in 2010.

He stated a draft plan was before the Planning Commission in April, followed by a 60 day comment period. Kabat indicated four letters were received and staff addressed those comments as necessary. Thereafter the plan was taken back to the Planning Commission who then closed the public hearing and recommended the Board adopt the plan amendment. Kabat clarified the amendment would also need to be reviewed by the Met Council.

Kate Miner, Public Works, highlighted the content of the changes and what was included. She noted the functional classification, right of way guidelines and revenue and expenditures that were updated.

No public testimony was received.

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

Ische offered the following Resolution, seconded by Lynch:

Resolution #45-14
Adopting Ordinance 68-2014 Amending the Roadways System Plan Appendix
Of the Carver County 2030 Comprehensive Plan

On vote taken, all voted aye.

Summary: Ordinance 68-2014, Amendments to Chapter 68, (*CARVER COUNTY 2030 COMPREHENSIVE PLAN*), of the Carver County Code.

The following is a summary of the essential elements of Ordinance 68-2014 for the purpose of publication as required by M.S. Section 375.51. A printed official copy of the ordinance is available for inspection by any person during regular business hours at the office of the Carver County Auditor, or a copy may be purchased from the Carver County Planning and Water Management Department. Ordinance 68-2014 amends Chapter 68 by updating and changing the Roadway System Plan Appendix of the Carver County 2030 Comprehensive Plan. The revised Chapter refines the County traffic demand model and map by incorporating 2010 U.S. Census results and other key data. The revised Chapter adjusts the 2030 Future Capacity and Connectivity Improvements map and supporting language based on traffic demand model results. The revised Chapter adjusts the Existing Functional Class map and supporting language to reflect current classifications. The revised Chapter adjusts County Road Right-of-Way Guidelines and cross-sections to reflect best practices. The revised Chapter adjusts revenue and expenditure forecasts based on existing and expected funding streams, and expected costs of planned improvements.

Pat Lambert, Public works, requested the Board adopt a Resolution approving a settlement agreement for the CSAH 11 construction project. He explained at the mediation session an agreement was reached on this parcel.

Lynch offered the following Resolution, seconded by Ische:

Resolution 46-14
Right of Way Acquisition-CSAH 11-Project SP 010-11-006

On vote taken, all voted aye.

Sheriff James Olson requested the Board adopt a Resolution extending the Ordinance imposing restrictions on the use of watercraft on designated lakes for an additional 45 days. He noted the June 21st emergency meeting to adopt the ordinance and the amendment adopted last week giving him and the County Administrator the authority to suspend, remove or modify the slow-no wake restrictions on designated lakes.

He stated there continued to be high water on Lake Waconia due to the recent rains and he was proposing that the County Board extend that temporary restriction for another 45 days. Sheriff

indicated they have had contact with the DNR and he believes they will approve it as well. He pointed out the requirements for the restriction to be lifted. He indicated the restriction had been lifted on Reitz Lake but that was being re-evaluated as the lake came back up since Friday. Sheriff added that if Lake Waconia continued to drop he was hoping to be able to do something later this week to reduce the restriction and he will be monitoring it to see if it continues to drop.

The Board acknowledged the need to give Sheriff the flexibility to move quickly.

Ische offered the following Resolution, seconded by Lynch:

Resolution #47-14
Extending Ordinances No. 78-2014 and 78-2014A

On vote taken, all voted aye.

Summary: Ordinance Number 78-2014 and Amended Ordinance Number 78-2014A were temporarily extended for up to forty five (45) days, contingent on DNR approval.

Lynch moved, Ische seconded, to adjourn the Regular Session at 4:45 p.m. Motion carried.

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:

Joint Powers Agreement with SAN FRANCISCO TOWNSHIP for Replacement of Bridge No. L2817

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Aaron Wiesen"/> Title: <input type="text" value="Civil Engineer"/>	Item Type: <input type="text" value="Consent"/>
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:

The County and San Francisco Township have joined together to design and reconstruct Bridge No. L2817 in San Francisco Township over Silver Creek.

Bridge No. L2817 which is located on 166th Street in San Francisco Township over Silver Creek is in need of replacement. This existing bridge consists of one (1) timber slab span. The bridge carries two lanes of traffic, one in each direction, and is approximately 24-feet long with a 21-foot roadway width. The current structure inventory report indicates the bridge sufficiency rating of 45.9 and in a structurally deficient status.

San Francisco Township will reimburse the county for any costs incurred not covered by Town Bridge funds, in accordance with this JPA that has already been approved by the township.

It is the desire of both parties hereto to enter into a written document regarding the reconstruction of Bridge No. L2817 over Silver Creek.

ACTION REQUESTED:

Approve a Joint Power Agreement with SAN FRANCISCO TOWNSHIP for Replacement of Bridge No. L2817 pending finalization of the contract review process.

<p>FISCAL IMPACT: <input type="text" value="None"/></p> <p>If "Other", specify: <input type="text"/></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;"><input type="text" value="\$0.00"/></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><input type="text" value="\$0.00"/></td> </tr> </table>	County Dollars =	<input type="text" value="\$0.00"/>			Total	<input type="text" value="\$0.00"/>
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Total	<input type="text" value="\$0.00"/>						
<p>FTE IMPACT: <input type="text" value="None"/></p>							
<p>QUOTES OR BIDS OBTAINED: <input type="text" value="N/A"/></p>							

Related Financial/FTE Comments:
County will act as a passthrough for township for Bridge funds. There is no fiscal impact for County.

Office use only:

RBA 2014 - 2681

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with SAN FRANCISCO TOWNSHIP for Replacement of Bridge No. L2818

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Aaron Wiesen"/> Title: <input type="text" value="Civil Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	

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

BACKGROUND/JUSTIFICATION:

The County and San Francisco Township have joined together to design and reconstruct Bridge No. L2818 in San Francisco Township over Silver Creek.

Bridge No. L2818 which is located on 166th Street in San Francisco Township over Silver Creek is in need of replacement. This existing bridge consists of one (1) timber slab span. The bridge carries two lanes of traffic, one in each direction, and is approximately 24-feet long with a 21-foot roadway width. The current structure inventory report indicates the bridge sufficiency rating of 41.8 and in a structurally deficient status.

San Francisco Township will reimburse the county for any costs incurred not covered by Town Bridge funds, in accordance with this JPA that has already been approved by the township.

It is the desire of both parties hereto to enter into a written document regarding the reconstruction of Bridge No. L2818 over Silver Creek.

ACTION REQUESTED:

Approve a Joint Power Agreement with SAN FRANCISCO TOWNSHIP for Replacement of Bridge No. L2818 pending finalization of the contract review process.

<p>FISCAL IMPACT: <input type="text" value="None"/></p> <p>If "Other", specify: <input type="text"/></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;"><input type="text" value="\$0.00"/></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><input type="text" value="\$0.00"/></td> </tr> </table>	County Dollars =	<input type="text" value="\$0.00"/>			Total	<input type="text" value="\$0.00"/>
County Dollars =	<input type="text" value="\$0.00"/>						
Total	<input type="text" value="\$0.00"/>						
<p>FTE IMPACT: <input type="text" value="None"/></p>							
<p>QUOTES OR BIDS OBTAINED: <input type="text" value="N/A"/></p>							

Related Financial/FTE Comments:

County will act as a passthrough for township for Bridge funds. There is no fiscal impact for County.

Office use only:

RBA 2014 - 2683

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Victoria Library JPA

Primary Originating Division/Dept: Administrative Services

Meeting

Date: 8/5/2014

Contact: Nick Koktavay Title: Projects & Communication M...

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Libraries in Carver County are a local government partnership whereby cities construct and maintain the buildings, and the County operates the facilities. The County works with each city to establish a Joint Powers Agreement (JPA) that outlines each entity's responsibilities.

The JPA's across the County are similar but not identical. The Library has drafted a new JPA with the City of Victoria that it plans on using as a template for all future JPA's. The language in this template is in line with what other communities have approved.

Under the JPA, the County is responsible for providing, maintaining, and funding library material, furniture, shelving, services, equipment, internet connections, technology, personnel, and supplies as deemed necessary by the County successfully to operate the library branch. The County has full management and control of the library operations.

The City is responsible for providing, maintaining, and funding the space for a library including all utilities (electricity, heat, air-conditioning, and the like) and miscellaneous services to maintain the premises in a functional condition, including janitorial services. The City is responsible for maintaining the exterior of the building, including snow removal, parking lot, lawn and landscape care, and all other repairs and maintenance to the exterior of the premises. In addition, the City will provide the library access to meeting rooms for programming.

The city has approved the JPA. Following their approval, the City and County have made two clarifying additions, which will be considered as an amendment to the JPA. The amendment will include a clarification that the City will provide phone service to the library and that it will do so by contracting with the County. The second item in the amendment is a clause providing that the County will provide one full user license and access to the Tightrope Media System digital sign program in exchange for allowing the library to access the Victoria digital monitor in the central lobby.

ACTION REQUESTED:

Motion to approve the Joint Powers Agreement and Amendment with the City of Victoria for the operation of the new library in Victoria pending completion of the contract review process.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars = \$0.00

FTE IMPACT: None

Total \$0.00

QUOTES OR BIDS OBTAINED: N/A

Related Financial/FTE Comments:

The library's 2015 budget requests includes an additional 4.75 FTE's and \$59,500 in ongoing expenses to operate the new library.

Office use only:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

LRIP Grant Agreement with MnDOT for Southwest Reconnection Project

Primary Originating Division/Dept:

Meeting
Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

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

BACKGROUND/JUSTIFICATION:

Carver County Public Works opened bids for the Southwest Reconnection Project on April 17th, 2014. As part of the project, Carver and Scott County have secured a Local Road Improvement Program grant to use towards costs incurred for this project. In order to receive the grant funds, this agreement must be executed by both counties and MnDOT.

ACTION REQUESTED:

Approve an agreement with MnDOT for the Southwest Reconnection Project for a Local Road Improvement Program grant, pending finalization of the contract review process.

FISCAL IMPACT:
If "Other", specify:

FUNDING	
County Dollars =	<input type="text"/>
	<input type="text"/>
Total	<input type="text" value="\$0.00"/>

FTE IMPACT:

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:

This agreement is for a Local Road Improvement Program grant from MnDOT. There is no cost to Carver County. The grant amount is \$8,684,887.00.

Office use only:

RBA 2014- 2695

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____ Resolution No: _____
 Motion by Commissioner: _____ Seconded by Commissioner: _____

**Exhibit E for Grant Agreement to State Transportation Fund Local Road Improvement Program
for the Southwest Reconnection Project**

WHEREAS, Carver County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for the Local Road Improvement Program; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$8,684,887.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Carver County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

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 _____, 2014, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of _____, 2014.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Website Redesign Contract

Primary Originating Division/Dept: <input type="text" value="Administrative Services"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: Nick Koltavy Title: <input type="text" value="Project & Communications M..."/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

Carver County's website is about seven years old and in need of a redesign to meet current standards for design, navigation, and function. We formed an internal committee with a representative from each division to assist with the redesign project.

The committee provided guidance on a Request for Proposals for a new website. The County sought proposals from highly qualified, experienced website development companies to design, develop, and implement its public website. The County searched for a firm that has experience managing website design projects and expertise with best practices in successful website redesign, development and deployment, social media integration, search engine optimization, and responsive design and architecture.

A total of 13 vendors submitted valid proposals. Seven County employees from the website committee rated the proposals based on five criteria: Technical (25%); Client List and References (10%); Experience and Capacity (15%); Proposed Strategy (35%) and Pricing (15%). After the initial review of the proposals, we interviewed four finalists. The finalists were Arthemis Technologies, Jesse James Creative, Revize Software Systems, and Vision Internet. After the interviews and a follow-up interview with two vendors, the group of seven employees all agreed that Vision Internet had the best proposal for Carver County.

Vision has developed websites for more than 500 clients in all levels of government, educational institutions, and non-profit organizations. Minnesota clients include the cities of Shakopee, Eden Prairie, and Plymouth and the Office of the Secretary of State. Vision also has County clients including Frederick (VA), Yuma (AZ), Fond du Lac (WI) and Jasper (IA).

The base costs of the 13 proposals ranged from \$37,250 to \$498,450 plus annual maintenance and hosting costs ranging from \$4,500 to \$47,880.

Vision's base proposal costs \$48,565. Our staff is requesting some additional features that Vision provides yet not in the original Request for Proposals. These additional features cost \$9,890. In addition, our staff is requesting a project contingency of \$10,000, yielding a total implementation cost not to exceed \$68,455. The annual maintenance and hosting costs are \$7,800 per year with an annual increase of 5%. Vision provides a complimentary graphic redesign after four years in their maintenance plan.

Vision estimates that the project will take about 26 weeks once the project starts. The anticipated go-live date is March of 2015. Staff will meet with the County Board at a future Committee of the Whole meeting to discuss design options and features.

ACTION REQUESTED:

A motion to contract with Vision Internet for the redesign of the County's website pending completion of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$68,455.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$68,455.00"/>
QUOTES OR BIDS OBTAINED: <input type="text" value="Yes"/>	

Related Financial/FTE Comments:

Original proposal of \$48,565 plus additional features costing \$9,890 and \$10,000 in implementation contingency for a total of \$68,455. Annual maintenance costs are \$7,800.

Office use only:

RBA 2014 - 2698

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approve out-of-state travel for a social worker to make a presentation at a Signs of Safety Conference in Western Australia

Primary Originating Division/Dept: <input type="text" value="Community Social Services - Child & Family"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Dan Koziolk"/> Title: <input type="text" value="Child and Family Manager"/>	Item Type: Consent <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text" value="Director"/>	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 Department for Child Protection in Western Australia has asked one of our child protection assessment social workers, Sherry Amelse, to make a presentation about her work at a conference in Perth, Australia this November. The WA DCP will pay for all of Sherry's travel, lodging, and meals.

ACTION REQUESTED:

Motion to approve out of state travel for a social worker to make a presentation at a conference in Western Australia.

FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="None"/>	
QUOTES OR BIDS OBTAINED: <input type="text" value="N/A"/>	

Related Financial/FTE Comments:
 The only cost to Carver County is Sherry's time for traveling to and attending a conference.

Office use only:

RBA 2014 - 2710

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Veterans Service Office (VSO) Substitute Driver

Primary Originating Division/Dept: <input type="text" value="Administrative Services - Veterans"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Tom Vellenga"/> Title: <input type="text" value="Asst. Administrator"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	

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

BACKGROUND/JUSTIFICATION:

The Veterans Service Office employs three drivers who bring veterans from Carver County to and from medical facilities nearly every weekday of the year. The VSO has operated with one substitute driver who is available to drive when the other drivers are on vacation or ill or otherwise unable to drive. From 2012 onward, the Veterans Service Officer himself performed this function at no additional cost to the County. Hence, the position -- and funding for it -- lapsed in the County's annual budget. With the retirement of the VSO in May, the Office lost its Substitute Driver. Already short-staffed, the VSO team has been "making do" with the help of the existing drivers, but the VSO team will face driver absences soon. We recommend against the option of requiring the VSO or his office staff to substitute for regular drivers, since doing so would detract from their ability to help veterans with their claims and other assistance as well as from their ability reach out to find and provide additional veterans with the services of the VSO.

It is a position critical to the smooth, continuous, and successful transportation service the Office provides to Carver County veterans. Moreover, the Substitute Driver would be a potential candidate to succeed any regular driver -- a succession that would save the County time, training, and funds when regular drivers retire.

ACTION REQUESTED:

A motion to approve the restoration of the Substitute Driver position at the Veterans Service Office in 2014, authorizing pay and benefits not to exceed \$16,100 on an annualized basis and \$5,360 in 2014.

<p>FISCAL IMPACT: <input type="text" value="None"/></p> <p><i>Vacancy savings from the retirement of the County Veterans Service Officer in May would more than cover this</i></p> <p><i>if "Other", specify: 2014 cost.</i></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;"><input type="text" value="\$5,360.00"/></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><input type="text" value="\$5,360.00"/></td> </tr> </table>	County Dollars =	<input type="text" value="\$5,360.00"/>			Total	<input type="text" value="\$5,360.00"/>
County Dollars =	<input type="text" value="\$5,360.00"/>						
Total	<input type="text" value="\$5,360.00"/>						

FTE IMPACT:

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:

In the past, the Substitute Driver has averaged no more than 1 day per week, or 0.20 full-time equivalent (FTE), and we project that the same level of effort will continue. Previously, the position was limited to no more than 67 days of service per year -- the cap for a Seasonal Temporary On-Call (STOC) position. We are proposing to restore the position as a standard part-time position to allow greater flexibility in hours and to allow a successful Substitute to do more to prepare for the possibility of succeeding a regular Driver upon his retirement. We hope to hire a new Substitute Driver by early September. Hence, we project a fiscal impact in 2014 of about four (4) months in 2014. For the purposes of projecting the cost, we have assumed that the Substitute Driver would earn a rate close to the average of the other drivers. While we project a 0.20 FTE level of effort, for the purposes of conservatively projecting the cost, we have assumed a 0.40 FTE. We view this estimate as a ceiling. In 2014, that very unlikely maximum combination of hours and rate would cost \$5,360. In 2014, we propose to use savings from the vacancy of the Veterans Service Officer since May.

Office use only:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Purchase of new 1 ton truck for Parks

Primary Originating Division/Dept: <input type="text" value="Public Works - Operations"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Michael Legg"/> Title: <input type="text" value="Operations Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	

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

BACKGROUND/JUSTIFICATION:

The Carver County Public Works budget includes funds to purchase a 1-Ton Pickup for the Parks Department. This will replace a 1997 Ford F150 pickup. Quotes were received from Waconia Ford and Lenzen Chevrolet for a 2015 one ton regular cab pickup. No quote was received after requesting one from Waconia Dodge. Public Works compared these quotes to the state contract pricing for Ford, Chevrolet, and Dodge. The pricing from Midway Ford was the lowest at \$33,086.00+tax, license and docs.

This truck will also be equipped with a plow and lift gate. These were priced off the state contract vendor, Aspen Equipment Inc. of Bloomington, for \$ 8,120.36.

ACTION REQUESTED:

Authorize the purchase of a 1 ton Ford F350 pick up from Midway Ford in Roseville for \$35,343.92 and new plow and lift gate equipment from Aspen Equipment in Bloomington for \$8,120.36.

<p>FISCAL IMPACT: <input type="text" value="Included in current budget"/></p> <p>If "Other", specify: <input type="text"/></p> <p>FTE IMPACT: <input type="text" value="None"/></p> <p>QUOTES OR BIDS OBTAINED: <input type="text" value="Yes"/></p> <p>Related Financial/FTE Comments: <input type="text"/></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">FUNDING</td> </tr> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;">\$43,464.28</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$43,464.28</td> </tr> </table>	FUNDING		County Dollars =	\$43,464.28			Total	\$43,464.28
FUNDING									
County Dollars =	\$43,464.28								
Total	\$43,464.28								

Office use only:

RBA 2014 - 2624

2015 regular cab one ton trucks quotes - Bid Tabulation

**Local bid with best value discount

Brand	Dealer	*State Contact-New			Local Dealer	*Local pricing		
Ford	Midway	\$33,086.00			Waconia	\$35,134.00		\$34,110.68
Chevy	Thane	\$35,280.35			Lenzen	\$36,334.00		\$35,275.73
Dodge	Nelson	\$35,279.92			Waconia	NO BID		NO BID

Low Bidder

Midway Ford

2777 N Snelling Ave, Roseville, MN 55113, for \$33,086+ (tax, licence and documents)= \$35,343.92

*Bid prices do not include sales tax or licensing fees.

**The discounted amount includes a 3 % best value discount given to local vendors for providing priority warranty service to the county, and local tax participation. This determines award only.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

PSA for Engineering Services - Replacement of Bridge #L2817 with STANTEC CONSULTING SERVICES INC

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:

Bridge No. L2817 which is located on 166th Street in San Francisco Township over Silver Creek is in need of replacement. This existing bridge consists of one (1) timber slab span. The bridge carries two lanes of traffic, one in each direction, and is approximately 24-feet long with a 21-foot roadway width. The current structure inventory report indicates the bridge sufficiency rating of 45.9 and in a structurally deficient status.

Stantec will provide professional engineering services for the design of this bridge due to flood damages. No other proposals were obtained since Stantec has significant knowledge and expertise with our bridge safety inspection program and this is a professional services contract. The proposed scope and budget appear to be appropriate based on past project experience. One other consultant was contacted but they were not immediately available to do the work. Carver County is administering this project on behalf of San Francisco Township and the township will reimburse the county in accordance with the joint powers agreement for this project.

ACTION REQUESTED:

Approve a professional services agreement with STANTEC CONSULTING SERVICES INC for Bridge No. L2817 replacement pending finalization of the contract review process.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:

Office use only:

RBA 2014- 2666

Carver County Board of Commissioners Request for Board Action



Agenda Item:

PSA for Engineering Services - Replacement of Bridge #L2818 with STANTEC CONSULTING SERVICES INC

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Darin Mielke"/> Title: <input type="text" value="Assistant Public Works Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	

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

BACKGROUND/JUSTIFICATION:

Bridge No. L2818 which is located on 166th Street in San Francisco Township over Silver Creek is in need of replacement. This existing bridge consists of one (1) timber slab span. The bridge carries two lanes of traffic, one in each direction, and is approximately 24-feet long with a 21-foot roadway width. The current structure inventory report indicates the bridge sufficiency rating of 41.8 and in a structurally deficient status.

Stantec will provide professional engineering services for the design of this bridge due to flood damages. No other proposals were obtained since Stantec has significant knowledge and expertise with our bridge safety inspection program and this is a professional services contract. The proposed scope and budget appear to be appropriate based on past project experience. One other consultant was contacted but they were not immediately available to do the work. Carver County is administering this project on behalf of San Francisco Township and the township will reimburse the county in accordance with the joint powers agreement for this project.

ACTION REQUESTED:

Motion to contract with STANTEC CONSULTING SERVICES INC for Bridge No. L2818 replacement pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$48,750.00"/> <input type="text"/> Total <input type="text" value="\$48,750.00"/>
FTE IMPACT: <input type="text" value="None"/>	
QUOTES OR BIDS OBTAINED: <input type="text" value="No"/>	

Related Financial/FTE Comments:

Office use only:

RBA 2014- 2668

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Historical Clerical Error on Title in the City of Carver

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:

In the mid 1960's due to a combination of a clerical error when recording a deed and a reversion clause in a will the Carver County Community Social Services Division, through no fault of their own, became the owner of a small percentage (9%) of property for a parcel of land in the City of Carver. This error was recently discovered and the property owner, Beverly Reed, filed a suit against CCCSS in Carver County District Court seeking a judicially reformed deed. This Office has protected County's ability to contest the case, but at this point no one in the County is aware of any evidence that would contradict Ms. Reed's claim. Nor has anyone expressed the desire to litigate this issue further. Accordingly, this Office has respectfully recommended to County Administration and CCCSS enter into the attached stipulated agreement.

ACTION REQUESTED:

Endorse the Office of the Carver County Attorney entering into the attached stipulated settlement that would lead to the court's filing the attached proposed court order that would reform the deed for the parcel in the City of Carver.

FISCAL IMPACT:
If "Other", specify:

FUNDING	
County Dollars =	<input type="text"/>
	<input type="text"/>
Total	\$0.00

FTE IMPACT:

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:

Office use only:

RBA 2014 - 2674

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Purchase a new tractor and mowing equipment

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:

Carver County Public Works-budget includes funds for purchase of a new tractor mower to replace a 1987 Ford 7740 SLE 4WD tractor with 20' boom mower with unknown hours on it. Quotes were received from Diamond Mowers of Souix Falls, South Dakota and a local business Lano Equipment of Norwood Young America for the tractor. Lano Equipment provided the low bid for the tractor, a 2015 New Holland T6-155 tractor for \$76,995.00, and a trade in credit of \$23,097.00.

Tiger Mowers Inc. of Souix Fall, SD and Diamond Mowers Inc. of Souix Falls, SD are the two suppliers that carry Boom Mowers that match the county's needs. Quotes were received from both and Tiger Mowers, Inc. was lower priced at \$42,888.36.

ACTION REQUESTED:

Authorize the purchase of a new New Holland T6-155 tractor from Lano Equipment in Norwood Young America, MN for \$76,995.00 less \$23,097.00 for trade in and boom mower and equipment from Tiger Mowers Inc, Souix Falls, SD, for \$43,102.80.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$97,000.80
Total	\$97,000.80

FTE IMPACT:

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:

Office use only:

RBA 2014- 2687

Tractor Mower Pricing - Bid Tabulation

	Tractor		Mower		Boom		Boom Craddle	Controls	Rear mower	Mounting	Total	Trade Value	Total
Lano's	t6-155	\$76,995.00	50" rotory								\$76,995.00	\$23,097.00	\$53,898.00
Tiger			50" rotory	\$7,592.40	24'	\$19,692.00	\$3,398.40	\$8,334.00		\$4,086.00	\$43,102.80		\$43,102.80
													\$97,000.80
Diamond	t6-165	\$70,000.00	50" rotory	\$8,156.00	23'	\$23,732.00	included	\$5,492.00		\$6,239.00	\$113,619.00	\$11,000.00	\$102,619.00

Low Bidder

Lano Equipment NYA for tractor

Tiger Mowers, Souix Falls, SD for mowing equipment.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with Innovative Interfaces, Inc

Primary Originating Division/Dept: <input type="text" value="Administrative Services"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Debra Kitt"/> Title: <input type="text" value="Library Systems Administrator"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	

Strategic Initiative:
Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

Innovative Interfaces has been the Carver County Library's vendor for the Integrated Library System/Library System Platform. This software manages the workflow and reporting of library resources including acquisitions, cataloging, circulation, inventory, and related tasks.

In 2002, the library launched Innovative's Millennium software package. This package lacks functions now available. The library is recommending that we contract with Innovative Interfaces to "migrate" from Millennium to Sierra. The Sierra upgrade will provide additional staff workflow options and efficiencies as well as a level of functionality not available in Millennium. The cost to implement the upgrade is \$46,600.

The library is also recommending that we move from having a server located in the Carver County Data Center to having Innovative Interfaces host the program(s) on its server. The County's Innovative Interfaces server is more than five years old (the average life of a server). Carver County IT and Library staff reviewed options available and determined that a "hosting solution" -- Innovative Interface's hosting of the program -- would be the best option. The annual hosting fee averages \$19,582 for the first 6 years.

We did not request bids on the project since this is an upgrade of the current system. Moreover, bringing in a new vendor would require a much larger project in cost and time.

ACTION REQUESTED:

Motion to contract with Innovative Interfaces, Inc. pending completion of the contract review process.

<p>FISCAL IMPACT: <input type="text" value="Included in current budget"/></p> <p>If "Other", specify: <input type="text"/></p> <p>FTE IMPACT: <input type="text" value="None"/></p> <p>QUOTES OR BIDS OBTAINED: <input type="text" value="No"/></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$64,600.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$64,600.00</td> </tr> </table>	County Dollars =	\$64,600.00			Total	\$64,600.00
County Dollars =	\$64,600.00						
Total	\$64,600.00						

Related Financial/FTE Comments:
The initial fiscal impact is \$64,600, which includes \$46,600 for implementation of the upgrade and \$18,000 for external hosting in the first year.

The annual hosting fee averages \$19,582 for the first six years.

Office use only:
RBA 2014- 2701

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the 2014 - 2015 Teamsters Detention Deputies / 911 Dispatchers / TAC Officer Collective Bargaining

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division ..."/>	Item Type: Consent <input type="text"/>
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:

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 2014 – 2015 CBA. The major changes in terms and conditions are:

- Effective 7/14/2014, employees at top of range receive 1.25% wage increase; employees within range receive 1.75% increase.
- Effective 3/9/2015, employees at top of range receive 1.25% wage increase; employees within range receive 1.75% increase.
- Retention increases are provided for the 911 dispatcher classification, effective the first full pay period in June 2014, adding increases from \$0.15 to \$0.31, dependent upon current placement within the pay range.
- Monthly cafeteria contributions increase by \$10.00/\$25.00 in 2015 for single and family coverage. HRA and HSA contributions are unchanged. Plan A is eliminated in 2014.
- Addition of language to address part-time employees.
- Addition of savings clause language.

ACTION REQUESTED:

Motion to approve the Teamsters Detention Deputies, 911 Dispatchers and TAC Officer 2014 – 2015 Collective Bargaining Agreement.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$62,000.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input type="text"/>
QUOTES OR BIDS OBTAINED: <input type="text" value="N/A"/>	Total <input type="text" value="\$62,000.00"/>

Related Financial/FTE Comments:

Office use only:

RBA 2014 - 2696

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Settlement Agreement with Teamsters Sheriff's Office Licensed Management on Pay-for-Performance Prorating and Administrative Guidelines

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division ..."/>	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:
 Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

BACKGROUND/JUSTIFICATION:

The County and the Minnesota Teamsters Public & Law Enforcement Employees' Union, Local No. 320, Sheriff's Office Licensed Management Bargaining Unit are parties to a Labor Agreement in effect January 1, 2014 through December 31, 2015.

For employees who completed a probationary or trial period during calendar year 2013, the County administered the March 2014 pay-for-performance increases in accordance with its administrative guidelines. The Collective Bargaining Agreement is silent regarding administration of pay-for-performance increases in March when an employee has received a wage increase upon completion of a probationary or trial period during the preceding calendar year.

The County and the Union met to discuss and resolve this issue and have reached an agreement that the County will administer the March 2014 pay-for-performance increases for each member of the Bargaining Unit who completed a probationary period or trial period in 2013 by applying the performance based salary increases for the entire 2013 calendar year.

The County and the Union agreed that the County's administrative guidelines will govern the manner in which performance based salary increases will be administered in 2015 for performance in 2014.

The action requested is approval of the Settlement Agreement on pay-for-performance prorating and the administrative guidelines with Teamsters Sheriff's Office Licensed Management.

ACTION REQUESTED:

Motion to approve the Settlement Agreement with Teamsters Sheriff's Office Licensed Management regarding pay-for-performance prorating and administrative guidelines.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="None"/>	
QUOTES OR BIDS OBTAINED: <input type="text" value="N/A"/>	
Related Financial/FTE Comments: <input style="width: 100%; height: 20px;" type="text"/>	

Office use only:

RBA 2014- 2716

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Abatements/Additions

Primary Originating Division/Dept:

Meeting
Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Abatements requested by taxpayers. See attached listing.

ACTION REQUESTED:

Recommend to approve.

FISCAL IMPACT:
If "Other", specify:

FUNDING	
County Dollars =	(\$320.28)
Other	(\$585.69)
Total	(\$905.97)

FTE IMPACT:

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:

Office use only:

RBA 2014 - 2704



**CARVER
COUNTY**

Property Records & Taxpayer Services
Division
Government Center - Administration
Building
600 East 4th Street
Chaska, MN 55318-2102

Laurie Davies, Taxpayer Services
Manager
Phone: (952) 361-1907
Email: ldavies@co.carver.mn.us

Angela Johnson, Carver County
Assessor
Phone: (952) 361-1961
Email: ajohnson@co.carver.mn.us

**Abatements presented to the
Carver County Board of Commissioners
August 5, 2014**

Abatement approval is recommended by the Carver County Assessor & Taxpayer Services Manager on the following properties for the reasons listed.

Payable Year	Parcel Number	Name	Reason for Abatement	Original Tax Amount	Adjusted Tax Amount	Total Amount of Tax Adjustment	Reduction in Penalties and/or Interest Paid	Total Amount of Adjustment	County Dollars Abated
2014	30.1260340	Darryl E. Rozelle	Homestead	\$ 5,172.00	\$ 5,112.00	\$ (60.00)	\$ -	\$ (60.00)	\$ (21.74)
2014	30.3570070	Natalie Valentina Bertucci	Homestead	\$ 1,056.00	\$ 702.00	\$ (354.00)	\$ (29.97)	\$ (383.97)	\$ (129.09)
2014	30.6500100	Gordon Bielke Trust	Homestead	\$ 1,726.00	\$ 1,400.00	\$ (326.00)	\$ -	\$ (326.00)	\$ (120.04)
2014	65.3010460	Laura Glover	Homestead	\$ 4,076.00	\$ 3,940.00	\$ (136.00)	\$ -	\$ (136.00)	\$ (49.41)
TOTALS				\$ 12,030.00	\$ 11,154.00	\$ (876.00)	\$ (29.97)	\$ (905.97)	\$ (320.28)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Combine two .5 FTE truancy positions into one full time position

Primary Originating Division/Dept:

Meeting
Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

One of our .5 FTE social workers who works with truancy is retiring. Our other .5 FTE truancy social worker is willing to work full time and we are interested in having her work full time. We believe it will be easier for schools to work with a single truancy worker than to have some tasks handled by one worker and other tasks by another.

ACTION REQUESTED:

Motion to approve the conversion of two .5 FTE positions into a single FTE.

FISCAL IMPACT:
If "Other", specify:

FUNDING	
County Dollars =	<input type="text"/>
	<input type="text"/>
Total	<input type="text" value="\$0.00"/>

FTE IMPACT:

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:
The newly created 1.0 FTE position will be eligible for benefits that were not available to either .5 FTE person. This small cost will be offset by increased efficiency in supervision, training, and in reduced coordination time within the truancy work.

Office use only:

RBA 2014- 2709

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Veterans Service Officer Appointment

Primary Originating Division/Dept: <input type="text" value="Administrative Services"/>	Meeting Date: <input type="text" value="8/5/2014"/>
Contact: <input type="text" value="Tom Vellenga"/> Title: <input type="text" value="Asst. Administrator"/>	Item Type: <input type="text" value="Regular Session"/>
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:

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

BACKGROUND/JUSTIFICATION:

The previous County Veterans Service Officer retired on May 31, 2014. Minnesota Statute 197.60 requires the County Board of Commissioners to appoint a Veterans Service Officer to a four-year term. We recruited 47 applicants and empaneled a search committee including a Commissioner, a leader of County veterans' service organizations, the Veterans Service Office (VSO) Technician, and two division directors -- three of whom are veterans. Two finalists met with all available VSO staff, the Commander of the County's Veterans Service Council, and the search committee as well. In its review, the committee reached a consensual recommendation to appoint Dan Tengwall as VSO. He is an active Captain in the Minnesota National Guard, where he is a Commander of a Headquarters Battery. The Army awarded him the prestigious Meritorious Service Medal for outstanding leadership during Operation Iraqi Freedom in 2009-2010. He has worked on pensions at the US Department of Veterans Affairs in Minneapolis and served as a Veterans Service Representative for the Hennepin County Veterans Service Office. A graduate of Gustavus Adolphus College, he is a lifetime member of the VFW. We have thoroughly checked his references, talked with colleagues not on his reference list, and conducted a background check on him as well. He emerged from our careful vetting with a sterling record of achievement, credentials, experience, and testimonials to his character. In our judgment, he will fit in well with his Carver County veterans and colleagues. We are confident in his passion for this important work, and we highly recommend his appointment.

ACTION REQUESTED:

A motion to appoint Dan Tengwall as the Carver County Veterans Service Officer, effective Tuesday, September 2, 2014, to a four-year term expiring on September 1, 2018, per Minnesota Statute 197.60.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/>
FTE IMPACT: <input type="text" value="Other staffing change (grade, classification, hours, etc.)"/>	Total <input type="text" value="\$0.00"/>
QUOTES OR BIDS OBTAINED: <input type="text" value="N/A"/>	

Related Financial/FTE Comments:

To ensure that we were able to make the VSO position's compensation commensurate with other metro-area VSO's and attract the most qualified applicants, we asked our consultant to review the position's pay grade. His review yielded an increase of two grades. The increase in pay for the VSO will be \$725 on an annualized basis in the first year. However, savings from the vacancy in the position, even after the increased cost of the proposed restoration of the VSO Substitute Driver, will exceed that increase in 2014.

Office use only:

RBA 2014-

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Land Acquisition for CSAH 11 Construction Project # SP 010-611-006

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 2012-2013, the County realigned and reconstructed CSAH 11 from CSAH 61 to Engler Blvd, (CSAH 10). As a consequence of the realignment and reconstruction, the County obtained right-of-way from numerous property owners along the CSAH 11 corridor. In order to complete the road construction in a timely manner, condemnation proceedings against several property owners was initiated by the County. Hearings were held before a condemnation commission and damages have been awarded by the condemnation commissioners for a number of the properties. A number of the commissioner awards were appealed. Additional motions were made to the court regarding the awards. One case has been settled through mediation. The next trial is scheduled for November 4, 2014.

The County Board will be updated on the current schedule and status of the appeals.

ACTION REQUESTED:

Motion to enter into closed session according to Minnesota Statute Section 13D.05 in order to discuss confidential information regarding an update of the court appeals to the commissioner awards.

FISCAL IMPACT:
If "Other", specify:

FUNDING	
County Dollars =	<input type="text"/>
	<input type="text"/>
Total	<input type="text" value="\$0.00"/>

FTE IMPACT:

QUOTES OR BIDS OBTAINED:

Related Financial/FTE Comments:

Office use only:
RBA 2014 - 2699