



# CARVER COUNTY *minnesota*

Carver County Board of Commissioners  
January 19, 2021  
Regular Session

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

**The physical meeting location (Board Room) is closed because it is not feasible to be open due to the health pandemic. This meeting will be conducted via video teleconference due to COVID-19 concerns. Individuals who wish to provide public comments related to the meeting can do so by email at: [admin-contact@co.carver.mn.us](mailto:admin-contact@co.carver.mn.us) or by leaving a voicemail at (952) 361-1516.**

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

- 9:00 a.m. 1. a) **CONVENE**
- b) **Pledge of allegiance**
- c) **Attendance Roll Call**
- d) **Public comments submitted via email/voice mail**
  
- 2. Agenda review and adoption
- 3. Approve minutes of January 5, 2021, Organizational Session..... 1-5
- 4. Community Announcements
  
- 9:05 a.m. 5. **CONSENT AGENDA**
  
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Donations to Carver County Veterans Treatment Court..... 6
- 5.2 Approval for the contract between Health and Human Services and CDA for homebased businesses and housing relief programs ..... 7-8
- 5.3 Approval to hire a Temporary Child Protection Social Worker..... 9-10
  
- Connections: Develop strong public partnerships and connect people to services*
- 5.4 Accept DHS Coronavirus Aid, Relief and Economic Security Funding for technology for child welfare workforce ..... 11-13
- 5.5 Quarterly Encore Donations (Q4 2020)..... 14
- 5.6 Purchase of Carver County Equipment..... 15-18
- 5.7 Request to Accept Modifications to Microsoft Software Enterprise License Agreement (ELA) through SHI International Corp. .... 19

*Growth: Manage the challenges and opportunities resulting from growth and development*

5.8 Contract and Bond for Jonathan Carver Parkway Project with Eureka Construction ..... 20-23

5.9 Settlements for Right of Way Acquisition for the Jonathan Carver Parkway Project – Phase 1..... 24-28

5.10 Capital Predictor Enterprise Software Subscription with Dude Solutions Inc. .... 29

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

5.11 Request for Approval of 2021 STOC Wage Scale ..... 30-32

5.12 Health & Safety Policy Manual Updates ..... 33-34

*Finances: Improve the County’s financial health and economic profile*

5.13 Lease with State of MN for Chaska License Center ..... 35

5.14 Review/Social/Commissioners’ Warrants..... NO ATT

9:10 a.m. **6. COMMUNITIES: Create and maintain safe, healthy and livable communities**

6.1 Update by the Local Mental Health Advisory Committee ..... 36

9:35 a.m. **7. CONNECTIONS: Develop strong public partnerships and connect people to services**

7.1 Information Technology Funding Request from COVID19 Budget Stabilization Account ..... 37-39

7.2 Committee Appointments and Assignments ..... 40-42

7.3 **Closed Session** - Carver County School Network Consortium Agreement..... 43

10:35 a.m. **8. CULTURE: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government**

8.1 **Closed Session** for Labor Negotiation Strategy ..... 44

11:35 a.m. **9.** County Administrator Report

11:40 a.m. **ADJOURN REGULAR SESSION**

David Hemze  
County Administrator

**UPCOMING MEETINGS**

January 26, 2021	9:00 a.m. Board Work Session
February 2, 2021	9:00 a.m. Board Meeting
February 9, 2021	No Meeting
February 16, 2021	9:00 a.m. Board Meeting
February 23, 2021	9:00 a.m. Board Work Session

Commissioners Gayle Degler, John P. Fahey, Tim Lynch, Matt Udermann and Tom Workman met in session this day as required by law for organizational purposes for the year 2021.

The session was called to order by County Administrator, David Hemze, at 9:00 a.m.

Degler nominated Tim Lynch to serve as Chair of the Board of Commissioners for 2021. Fahey seconded the nomination.

Udermann nominated Tom Workman to serve as Chair of the Board of Commissioners for 2021.

Hearing no other nominations, Administrator Hemze closed nominations. He clarified voting would be in the order of the nominations received.

Degler moved, Fahey seconded, to elect Tim Lynch as Chair of the Board of Commissioners for 2021. On vote taken to elect Tim Lynch as Chair for 2021, all voted aye.

Chair Lynch requested nominations for Vice Chair. Lynch nominated Gayle Degler as Vice Chair of the Board of Commissioners for 2021. Fahey seconded the nomination. On vote taken to elect Gayle Degler as Vice Chair for 2021, all voted aye.

Community announcements were made by the Board.

The following amendment was made to the agenda:

6. Additional advisory committee applicants

Workman moved, Degler seconded, to approve the agenda as amended. Motion carried unanimously.

Hemze requested the Board adopt their 2021 Board Operating Rules and pointed out proposed updates.

Udermann moved, Fahey seconded, to adopt the 2021 Board Operating Rules as presented. Motion carried unanimously.

The Board considered their 2021 meeting schedule. Hemze noted the proposed schedule was similar to last year and meetings could be added to accommodate the public.

Workman moved, Degler seconded, to approve the 2021 Board meeting schedule as presented. Motion carried unanimously.

Workman moved, Degler seconded, to approve the following Commissioner appointments:

Association of Minnesota Counties Board of Directors	Degler, Alt. Fahey
AMC Environment & Natural Resources Policy Committee	Lynch
AMC General Government Policy Committee	Degler

AMC Health & Human Services Policy Committee	Udermann
AMC Public Safety Policy Committee	Fahey
AMC Transportation Policy Committee	Workman
AMC Voting Delegates	Degler, Fahey, Lynch, Udermann, Workman, David Hemze, Lyndon Robjent, Rod Franks
CAP Agency Board of Directors	Degler
Carver County Arts Committee	Udermann & Workman
Carver County CDA	Fahey, Liaison, Alt Workman
Carver County Leaders	Udermann & Lynch
Community Leaders (Eastern)	Degler, Udermann, Workman
County Strategic National Stockpile (SNS) Requestors	Degler, David Hemze, Richard Scott
County and Union Leaders Group	Udermann & Lynch
Courts Committee	Lynch & Degler, Alt Fahey
Fair Board	Lynch, Liaison, Alt. Fahey
Greater MSP Partner Advisory Council	Julie Frick (public) Deborah Everson (private)
Historical Society Committee	Workman, Alt. Fahey
Insurance Advisory Committee	Open
Joint Ditches:	
Joint Ditch #1	Fahey, Lynch, Degler
Joint Ditch #2	Fahey, Degler
Joint Ditch #3A	Fahey
Joint Ditch #4	Fahey, Lynch, Workman
Joint Ditch #5	Fahey, Lynch, Udermann
Joint Ditch #21	Fahey, Lynch, Workman, Degler
Joint Ditch #22	Fahey, Lynch, Udermann
Joint Ditch #24	Fahey, Lynch, Degler
Joint Ditch #28	Fahey
Law Library Board	Degler
Legislative Committee	Fahey & Workman
Library Board	Degler, Liaison, Alt Udermann
Lower Minnesota River Watershed	Udermann & Degler, Liaisons
MCIT Voting Delegates	David Hemze, Alt Sonja Wolter
MELSA	Degler, Alt Udermann
Mental Health Advisory Committee	Lynch, Alt. Udermann
Mental Wellness Facility Advisory Committee	Workman, Alt Open
Metro Alliance for Healthy Families Joint Powers Board	Workman
Metro GIS Policy Board	Workman, Alt. Peter Henschel
Metropolitan Emergency Services Board	Degler, Second Appt Open
Metropolitan Emergency Services Executive Board	Degler, Alt Open
Metropolitan Emergency Services Radio Technical Operations Committee	Susan Bowler, Alt Deb Paige
Metropolitan Emergency Services 911 Technical Operations	Susan Bowler, Alt Deb Paige
Minnehaha Creek Watershed District	Workman, Liaison

Minnesota Counties Computer Consortium	Peter Henschel, Alt David Frischmon, Mary Kay Wahl
Minnesota Extension Committee	Degler & Lynch
Minnesota Inter-County Association	Workman, Second Appt Open
Minnesota Valley Regional Rail Authority	Workman, Alt. Fahey
Mobility Management Board	Udermann
Mosquito Control District	Degler & Workman
Park Commission	Lynch, Liaison, Alt Udermann
Planning Commission	Fahey, Alt. Lynch
Regional Hauler Licensing Board	Workman, Alt. Lynch
Riley-Purgatory-Bluff Creek Watershed	Workman & Degler, Liaisons
Southwest Corridor Transportation Coalition	Workman & Fahey, Alt. Degler
State CHS Advisory Committee (SCHSAC)	Richard Scott, Alt Open
Suburban County Representatives	Lynch & Workman
Transportation Advisory Board – TAB	Workman, Alt. Udermann
Water Management Organization Committee	Lynch, Alt. Fahey

The Board considered appointments to advisory committees.

Workman moved, Degler seconded, to appoint Megan White and Lita Cantin to the Arts Committee. Motion carried unanimously.

Workman moved, Degler seconded, to appoint Joe Polunc to the Board of Adjustment. Degler, Fahey, Lynch, Maluchnik voted aye. Udermann voted nay. Motion carried.

Degler moved, Workman seconded, to nominate and appoint Greg Anderson to the Community Development Agency. Motion carried unanimously.

Fahey moved, Degler seconded, to nominate and appoint Greg Kummer to the Community Development Agency. Motion carried unanimously.

Lynch moved, Degler seconded, to nominate and appoint Frank Foss to the Library Board. Fahey moved, Lynch seconded, to nominate and appoint Alan Krueger to the Library Board. Motions carried unanimously.

Degler moved, Udermann seconded, to appoint Judith Kieffer, Jennifer Swan, Sandra Menzel, Stacy Zellman and Courtney Iverson to the Mental Health Advisory Committee. Motion carried unanimously.

Degler moved, Lynch seconded, to appoint Georgiann Keport to the Extension Committee. Fahey moved, Degler seconded, to appoint Paul Hallquist to the Extension Committee. Lynch moved, Degler seconded, to appoint Carmen Gesinger to the Extension Committee. Motions carried unanimously.

Degler moved, Lynch seconded, to appoint Curt Kobilarscik to the Park Commission. Fahey moved, Lynch seconded, to appoint Scott Knight to the Park Commission. Motions carried unanimously.

Degler moved, Workman seconded, to appoint Connie Long to the Personnel Board of Appeals. Motion carried unanimously.

Fahey moved to nominate and appoint Roger Storms to the Planning Commission. Degler moved to nominate and reappoint Gabrielle Theis to the Planning Commission. Lynch moved to nominate and appoint Scott Wakefield to the Planning Commission. Workman seconded the nominations. Motions carried unanimously.

Lynch moved, Fahey seconded, to appoint Michael Lynch and Doug Kammerer to the Water Management Organization. Motion carried unanimously.

Degler moved, Lynch seconded, to approve the minutes of the December 22, 2020. Motion carried unanimously.

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

Resolution #01-21, County Board Acknowledgement 2019 County Wide Pavement Marking Project (Long Line) Project 19806 (Contract 19-158) Final Payment.

Resolution #02-21, County Board Acknowledgment 2020 County Wide Pavement Marking Project (Long Line) Project 20806 (Contract 20-108) Final Payment.

Professional services agreement with Bolton & Menk for design of the Highway 20/25 Intersection Project pending finalization of the contract review process.

Authorized the County Engineer, or his designee, to approve Change Order #6 and #7 for \$326,264.70 for the Flying Cloud Drive Reconstruction Project.

Approved an amendment to the Joint Powers Agreement with the University of Minnesota Board of Regents for the TH Regional Trail Project pending finalization of the contract review process.

Approved the contract with Acadia: Children's Behavioral Solutions.

Approved UCARE 2020 Metro County grant of \$100,000 to support the Prosperity Carver project to promote health equity of County residents and grant authority to Dr. Richard Scott, Deputy Division Director of HHS & CHS Administrator, to serve as signatory to accept grant terms and conditions on UCARE's online grant portal and to approve related budget amendment.

Resolution #03-20, Authorizing the Receipt of State Funding for a CoVid-19 Relief Program to Support Businesses and Nonprofit Agencies Financially Impacted by CoVid-19 and to approve related budget amendment.

Approved agreement with Embarras Minnesota, Inc., for \$102,900.32 for utility relocation and release of easements, pending finalization of the contract review process.

Adopted Findings of Fact and issued Order #PZ20200051 for the issuance of a Conditional Use Permit, Mark Eklo, Watertown Township.

Approved landscaping agreement with the City of Carver for the installation of landscaping features on Highway 11, pending finalization of the contract review process.

Resolution #04-20, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for US 212 Project – Dahlgren Township.

Resolution #5-20, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Jonathan Carver Parkway Project-Phase 1.

Reviewed December 29, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$493,782.21 and reviewed January 5, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$275,187.03.

Degler, Lynch, Workman voted aye. Fahey, Udermann abstained. Motion carried.

David Frischmon, Property & Finance Director, requested the Board approve the State's request to restart road tests at the Chaska License Center. He explained the State stopped offering road tests earlier but have restarted offering road tests at several locations. He indicated they would like to resume January 11<sup>th</sup> and would only be offering road tests and not written tests. Frischmon noted the State requires mandatory temperature and wellness checks. He clarified appointments would be required and there would not be any waiting in the waiting room.

Udermann moved, Workman seconded, to approve the State's request to restart road tests at the Chaska License Center on Monday, January 11, 2021. Motion carried unanimously.

Degler moved, Fahey seconded, to adjourn as the County Board and convene as the Carver County Regional Rail Authority. Motion carried unanimously.

Workman moved, Fahey seconded, to appoint Tim Lynch, Chair, to appoint Gayle Degler, as Vice Chair and to appoint Tom Workman as Secretary/Treasurer of the Regional Rail Authority for 2021. Motion carried unanimously.

Degler moved, Workman seconded, to adjourn as the Carver County Regional Rail Authority. Motion carried unanimously.

Hemze clarified there would no meeting next week.

Dave Hemze  
County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Donations to Carver County Veterans Treatment Court**

Primary Originating Division/Dept: <input type="text" value="Court Services"/>	Meeting Date: <input type="text" value="1/19/2021"/>
Contact: <input type="text" value="Eric Johnson"/> Title: <input type="text" value="Court Services 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="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Community members Barbara Nevin, and Craig Mertz and Janine Hanson, have donated Kwik Trip gift cards to the Carver County Veterans Court (CCVTC). The donations are as follows:

Donor: Barbara Nevin; Donation: 3 X \$10 Kwik Trip cards (total- \$30); Date of receipt of donation 12/9/2020

Donor: Craig Mertz and Janine Hanson; Donation: 3 X \$10 Kwik Trip cards (total- \$30); Date of receipt of donation 12/10/2020

CCVTC has followed the state guidelines and submitted forms for these donations to the state level as well. The gift cards are used for incentives for Vets Court participants

**ACTION REQUESTED:**

Motion to approve two donations to Carver County Veterans Treatment Court from Barbara Nevin, and Craig Mertz and Janine Hanson

<b>FISCAL IMPACT:</b> <input type="text" value="None"/>	<b>FUNDING</b>						
If "Other", specify: <input type="text"/>	<table style="width: 100%;"> <tr> <td><b>County Dollars =</b></td> <td><input type="text"/></td> </tr> <tr> <td>Gift cards</td> <td style="text-align: right;">\$60.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$60.00</b></td> </tr> </table>	<b>County Dollars =</b>	<input type="text"/>	Gift cards	\$60.00	<b>Total</b>	<b>\$60.00</b>
<b>County Dollars =</b>	<input type="text"/>						
Gift cards	\$60.00						
<b>Total</b>	<b>\$60.00</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						
Related Financial/FTE Comments:  <input style="width: 100%; height: 20px;" type="text"/>							

Office use only:

RBA 2021- 7360



# Carver County Board of Commissioners Request for Board Action



## Agenda Item:

**Approval for the contract between Health and Human Services and CDA for homebased businesses and housing relief programs**

Primary Originating Division/Dept: Health & Human Services - Income Support

Meeting Date: 1/19/2021

Contact: Kate Probert Fagundes

Title: Income Support Department ...

Item Type:

Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:

Title:

Strategic Initiative:

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

## BACKGROUND/JUSTIFICATION:

On December 15, 2020, the Carver County Board of Commissioners approved \$1,600,000 (per RBA 7311) in COVID-19 Budget Stabilization Account funds; included in that is the \$1,200,000 to establish housing and small home-based businesses relief programs. Details below:

\$200,000 will be used to establish grant payments for up to \$10,000 each for home-based businesses, including home daycare providers. The priority for funding will be given to women, people of color, and veteran-owned businesses. Small businesses, especially businesses owned by women, people of color, or veterans have been disproportionately impacted by the COVID 19 pandemic. The home-based business relief program will be part of the CDA/Carver County supported Emergency Business Support Program. Businesses in Carver County are continuing to see the impact of the COVID-19 pandemic, including financial hardships. The Small Business Emergency Assistance program (SBEA) that operated from August 2020-November 2020 provided (through federal CARES funds) some relief for businesses, but Carver County and the State of Minnesota realizes that businesses are still facing challenging times. The purpose of the Emergency Business Support Program is to provide financial assistance, as a grant, to small businesses located in Carver County who have been and continue to be affected by the COVID-19 pandemic. The goal of program is to continue to assist and stabilize businesses through this economic crisis. The program will run from November 1, 2020 through September 30, 2021, with a possibility of extension based on review and analysis of the local health and economic conditions and a need for the support by small businesses.

\$1,000,000 will be used for housing/rent/mortgage assistance. Grant recipients will be referred to housing counseling at the CDA, and employment services at CareerForce center. The program will include direct assistance to Carver County residents and landlords. The purpose of the COVID-19 housing support program is to provide emergency cash assistance to eligible residents for housing expenses to reinstate housing or prevent eviction, foreclosure and/or disconnections due solely to the inability to make payments. The rental property support program will provide emergency assistance to rental housing property owners on behalf of tenants impacted by COVID-19. Property owners will apply for funds on behalf of tenants, and if approved, will receive funds to cover identified tenants rent arrears. The payments will be issued for tenants who do not receive any individual assistance from CDA, State or the County. Residents who have not previously received assistance from other housing stability programs may be eligible to receive up to \$10,000 per household or 6 months of housing and/or utility payments. Residents who have previously received housing assistance may be eligible for up to \$5,000 or 3 months of housing and/or utility payment. The program will run from December 1, 2020 through September 30, 2021 with a possibility of extension based on review and analysis of the local health and economic condition, and a need for the support from the residents and landlords.

Both programs will be administered by the Carver County Community Development Agency (CDA) on behalf of the County.

The contract is funded using the County's COVID-19 Budget Stabilization Account and will have no impact on HHS' currently adopted and approved 2020 and 2021 budget. The contract/funding shall not exceed \$1,200,000.

**ACTION REQUESTED:**

Motion to approve the contract between Health and Human Services Income Support Department and Carver County Community Development Agency (CDA) pending finalization of the contract review process.

**FISCAL IMPACT:** None

*If "Other", specify:*

**FUNDING**

County Dollars =	\$0.00
County COVID-19 budg...	\$1,200,000.00
<b>Total</b>	\$1,200,000.00

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

The contract is funded using the County's COVID-19 Budget Stabilization Account and will have no impact on HHS' currently adopted and approved 2020 and 2021 budget. The contract/funding shall not exceed a total of \$1,200,000 and is included as part of the \$1,600,000 that was approved by the Board on 12/15/2020.

*Office use only:*

RBA 2021- 7380

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval to hire a Temporary Child Protection Social Worker**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The Health and Human Services Child and Family Department, specifically the Child Protection Assessment/Investigation Unit, has one (1) planned leave of absence utilizing the Family Medical Leave Act starting in mid-to-late February 2021.

Child Protection is a critical service. It is imperative that caseloads are maintained at a level that is manageable by staff for the safety and well-being of the children and families we serve. In fact, due to a tragic child death in another county, the State has provided guidance on the acceptable size of a Child Protection worker's case load. Without additional temporary support, the existing caseloads will increase and Carver County will be out of compliance with State guidance. In correlation to the pandemic, the Child Protection Department continues to receive reports and is serving many challenging and complex family cases related to an uptick in domestic violence/substance abuse.

The department would like to utilize a temporary social worker in the Child Protection Assessment/Investigation Unit starting approximately February 16, 2021, for the allowed maximum of 67 days (.26 FTE). This position will utilize funding from the Seasonal/Temporary/On-Call budget (STOC) pool. Employee Relations has approved use of STOC funds for this purpose and verified that there are dollars available. The STOC cost for 67 days of social worker services in 2020/2021 is \$18,649.00.

**ACTION REQUESTED:**

Motion to approve STOC funding to hire a temporary Child Protection Social Worker for a maximum of 67 days starting in mid-February 2021.

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

**FUNDING**

County Dollars =	<b>\$0.00</b>
ER STOC Pool	\$18,649.00
<b>Total</b>	<b>\$18,649.00</b>

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

No additional tax levy dollars are being requested. The .26 FTE is temporary for 67 days to cover a planned staff leave of absence.

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Approval to hire a Temporary Child Protection Social Worker

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
HHS Salaries STOC- 2021	11-422-700.6119	\$18,649.00	ER STOC Budget- 2021	01-820.6119	\$18,649.00
<b>TOTAL</b>		\$18,649.00	<b>TOTAL</b>		\$18,649.00

Reason for Request:

Utilize funding from Seasonal/Temporary/On-Call budget (STOC) pool to hire a temporary social worker to meet the needs of the Child Protection Assessment/Investigation unit during a planned leave of absence.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Accept DHS Coronavirus Aid, Relief and Economic Security Funding for technology for child welfare workforce**

Primary Originating Division/Dept: Health & Human Services - Child & Family

Meeting Date: 1/19/2021

Contact: Michelle Selinger Title: Child & Family Manager

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:**

CCHHS applied for a MN DHS grant for additional funding utilizing CARES money from the State to enhance technology for the child welfare workforce at Carver County. On 12-31-2020, MN DHS provided a letter to Mr. Rod Franks, Director, awarding Carver County with \$7500 to upgrade the cell phones of the social workers providing child welfare work.

**ACTION REQUESTED:**

Motion to approve and accept this one time CARES grant of \$7500 from MN DHS to upgrade the technology of child welfare staff.

**FISCAL IMPACT:** None

If "Other", specify:

**FUNDING**

County Dollars = \$0.00

DHS CARES grant \$7,500.00

**FTE IMPACT:** None

**Total** \$7,500.00

Insert additional funding source

**Related Financial/FTE Comments:**

CARES Funds will be allocated by MN DHS to the county by the end of business on January 8, 2021.

Office use only:

RBA 2021 - 7359

**Minnesota Department of Human Services  
Child Safety and Permanency Division  
444 Lafayette Road North  
P.O. 64943  
St. Paul, MN 55164-0943**

December 31, 2020

Rod Franks  
Director  
Carver County  
602 E. Fourth Street  
Chaska, MN 55318

RE: Coronavirus Aid, Relief, and Economic Security (CARES) funding for technology for child welfare workforce

Dear Mr.

Keeping your staff safe while continuing to provide critical services to families and children during this pandemic is paramount. We are pleased that we were able to provide some funds to offset the cost of technology for your staff during this difficult time.

Your request for CARES funding for technology related needs for child welfare staff has been approved in the amount of \$ 7,500.00.

Funds will be allocated to your county by the end of next week. The invoice field code is:  
1.CWCARESTECGRT09.NV20.A.93645.

Thank you for continuing to provide essential child welfare services for families during this COVID-19 pandemic.

Sincerely,

A handwritten signature in black ink, appearing to read "Jamie Sorenson". The signature is stylized and slanted.

Jamie Sorenson, Director

Child Safety and Permanency Division

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Consent to accept DHS Coronavirus Aid, Relief and Economic Security Funding for technology for child welfare

Agenda Item: workforce

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Office Equipment	11-423-710-0021-6414	\$7,500.00	CW Cares Tech Grant	11-423-710-0021-...	\$7,500.00
<b>TOTAL</b>		\$7,500.00	<b>TOTAL</b>		\$7,500.00

Reason for Request:

Accept Cares funding for technology relatd needs for child welfare staff.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Quarterly Encore Donations (Q4 2020)**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Encore is fortunate to be remembered and supported by those whose lives are touched by our Adult Day Services. During the last quarter of 2020 (Oct-Dec), Encore received gifts/donations totaling \$1,326.00. The donation breakdown is as follows:

Frontstream \$30 and \$25

MacKinnon Family (VISA cards) \$500

Laurhaus Family (VISA card) \$125

Twin Cities United Way \$646

These funds will be used for program enrichment upon reopening for on-site services.

**ACTION REQUESTED:**

Approve receipt of donations

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2021 - 7361



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Purchase of Carver County Equipment**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County has a large fleet of vehicles and equipment that are used in various departments. The County annual budget and Long-Term Financial Plan includes recommendations from the Public Works fleet replacement program. The Public Works equipment budget for 2021 is \$680,000. Currently, Public Works is requesting to purchase the following:

1. Plow truck equipment and outfitting for 2 Chassis purchased in 2020 for Public Works Operations
2. Excavator for Public Works Operations
3. Replacement 800 MHz portable and mounted 2-way radios for Public Works

The total cost of this equipment is \$488,559.77. Staff obtained quotes from State Contract vendors and per the county contract and local preference purchasing policy. With the purchases listed, no local vendors are available to provide services.

**ACTION REQUESTED:**

Motion to authorize Public works to purchase the equipment as quoted.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2021 - 7364

**Carver County Plow Truck Equipment**

Jan-21

Brand	Dealer	Local Dealer	State pricing	Local Vendor
<b>Towmaster</b>	Towmaster	No	\$146,902.00	
<b>Towmaster</b>	Towmaster	No	\$146,902.00	

Low Quote

**\$293,804.00**

**Towmaster Truck Equipment**

61381 US Hwy 12  
 Litchfield, MN 55355  
 320-693-7900

Low Quote of \$

**\$293,804.00**

Towmaster pricing is off the State of Minnesota cooperative Purchasing contract, No local vendor provide this type of equipment.

**Carver County Public Works**  
**Excavator replacement replacement**

Jan-21

Brand	Dealer	Local Dealer	State pricing	Local Vendor
<b>Cat</b>	Zeigler		\$252,139.04	
	Trade Value Excavator		\$55,500.00	
	Trade Value of 950 Loader		\$24,310.00	
	<b>Total</b>		<b>\$172,329.04</b>	
<b>John Deere</b>	RDO		\$232,755.77	
	Trade Value Excavator		\$48,000.00	
	Trade Value of 950 Loader		\$50,000.00	
	<b>Total</b>		<b>\$134,755.77</b>	

Low Quote

**\$134,755.77**

**RDO Equipment**

11030 Holly Lane  
 Dayton, MN 55311  
 763-294-7800

Low Quote of \$

**\$134,755.77**

All pricing was done through the State of Minnesota cooperative purchasing contract. No local vendors provided this type of equipment.

**Carver County Portable and Mounted radios**

Jan-21

Brand	Dealer	Local Dealer	State pricing	Local Vendor
<b>Portable</b>	Motorola APX4000	No	\$2,689.45	
<b>Mounted</b>	Motorola APX4500	No	\$3,162.30	

[ ]

**Motorola Solutions Inc.**  
 500 W Monroe St, Ste 4400  
 Chicago, IL 60661-3781  
 1-847-576-5000

Low Quote of \$	\$2,689.45
Low Quote of \$	\$3,162.30

Public Works 800 MHz radios are purchased through the Sheriff's Radio vendor. This ensures that PW staff are able to communicate in Emergency Response in coordination with the Sheriff's or other agencies.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request to Accept Modifications to Microsoft Software Enterprise License Agreement (ELA) through SHI International Corp.**

Primary Originating Division/Dept: <input type="text" value="Public Services - IT"/>	Meeting Date: <input type="text" value="1/19/2021"/>
Contact: <input type="text" value="Lisa Songle"/> Title: <input type="text" value="IT 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="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

RBA-7290 Request to Renew Enterprise License Agreement (ELA) with Microsoft through SHI International Corp. was approved by the County Board at the 12/15/2020 meeting. Since that time changes to product offerings and additional license needs have been identified from the original quote provided to the Information Technology Department. Quote changes consisted of missing licenses of existing products, additional licenses needed to be in compliance for the standard Microsoft 365 platform and an increase to license costs to support core business applications. The Microsoft license annual cost would increase from \$340,383.90 to \$390,937.03 annually (\$50,553.13 increase). The changes amount to a \$151,659.39 increase over the 3 year term beginning January 1, 2021 through December 31, 2023. IT asks the board to approve this request and allow IT to execute the Enterprise Agreement renewal, purchase order and any other related paperwork with Microsoft and SHI for the 3-year period of January 1, 2021 through December 31, 2023 at the increased rate. IT will adjust other budget line items to offset the Microsoft license increase by reducing hardware purchases, professional services or subscriptions in 2021.

**ACTION REQUESTED:**

Motion to approve increased cost associated with Microsoft Enterprise Agreement for the period 2021-2023 with SHI.

<b>FISCAL IMPACT:</b> <input type="text" value="Other"/> <p style="font-size: small;">Expenses to be included in annual budget for 2021-2023 If "Other", specify:</p>	<b>FUNDING</b> County Dollars = <input type="text" value="\$151,659.39"/>  Total <input type="text" value="\$151,659.39"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

\$50,559.13 annual increase.

*Office use only:*

RBA 2021 - 7376

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Contract and Bond for Jonathan Carver Parkway Project with Eureka Construction**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County and the City of Carver are reconstructing Highway 11 from 4th Street to Highway 61 in the City of Carver. The project will include reconstructing Highway 11 to a four-lane urban highway, a roundabout at Dahlgren Road/ 6th Street, a pedestrian underpass, multiuse trails on both sides of the highway, and stormwater treatment. On December 17, 2020 Public Works staff opened bids. Eight bids were received by the deadline. Eureka Construction, Inc. of Lakeville MN was the low bidder with a bid of \$12,904,672.50. Staff is recommending award to the Eureka Construction, Inc.

**ACTION REQUESTED:**

Motion to approve award a construction contract with Eureka Construction Inc for \$12,904,672.50 for the Jonathan Carver Parkway Project, pending finalization of the contract review process.

**FISCAL IMPACT:**

If "Other", specify:

**FTE IMPACT:**

**FUNDING**

County Dollars =	
MnDOT LPP	\$74,842.80
CSAH Regular	\$8,058,621.21
City of Carver	\$4,771,208.49
<b>Total</b>	<b>\$12,904,672.50</b>

Insert additional funding source

**Related Financial/FTE Comments:**

Cost splits are based on separate agreements between Carver County and MnDOT and the City of Carver. The MnDOT LPP funds will cover costs for the MnDOT legs of the US 212 Interchange to add flashing yellow arrows additional modifications to the signals.

Office use only:

RBA 2021 - 7357

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: January 19, 2021 Resolution No: \_\_\_\_\_  
 Motion by Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

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## Awarding of the Johnathan Carver Parkway Project, Carver County Contract 20-490

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

WHEREAS, On Thursday, December 17, 2020 at 11:00 a.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, Eight (8) 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 **Johnathon Carver Parkway Project**, said sealed bids for the responsible bidders are summarized as follows:

<u>Contractor</u>	<u>Total Bid</u>	<u>Percent Under/Over Engineers Estimate</u>
Eureka Construction, Inc.,	\$12,904,672.50	6.01% Under Estimate
Max Steininger, Inc.	\$13,204,901.68	3.82% Under Estimate
Park Construction Company	\$13,231,851.55	3.63% Under Estimate
Ames Construction	\$13,499,714.47	1.68% Under Estimate
Shafer Contracting Co., Inc.	\$13,635,987.71	0.68% Under Estimate
S.M. Hentges & Son, Inc.	\$13,716,838.49	0.09% Under Estimate
Mathiowetz Construction Company	\$13,907,538.37	1.01% Over Estimate
Veit & Company, Inc.	\$14,264,191.61	1.04% Over Estimate
<i>Engineers Estimate</i>	<i>\$13,729,794.49</i>	

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

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract **20-490** with **Eureka Construction, Inc. of Lakeville, MN**, in the name of the County of Carver for the construction of the **Johnathon Carver Parkway 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

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 one hundred thousand dollars (**\$150,000**) and an aggregate project total of five hundred thousand dollars (**\$500,000.00**), 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.

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

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 19th day of January, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 19th day of January, 2021.

\_\_\_\_\_  
Dave Hemze

\_\_\_\_\_  
County Administrator



12/17/2020

**CCHD**  
**Project Bid Summary**

**Project Name:** JOHNATHAN CARVER PARKWAY **Contract No.:**

**Client:** CARVER COUNTY

**Project No.:** SAP 010-611-019

**Bid Opening:** 12/17/2020 10:00 AM

**Owner:** CARVER COUNTY

Vendor Number	Business Name	Total Bid Amount
N/A	Eureka Construction, Inc.	\$12,904,672.50
N/A	Max Steininger, Inc.	\$13,204,901.68
24666	Park Construction Company	\$13,231,851.55
7428	AMES CONSTRUCTION	\$13,499,714.47
N/A	Shafer Contracting Co., Inc.	\$13,635,987.71
N/A	S.M. Hentges & Son, Inc.	\$13,716,838.49
N/A	Mathiowetz Construction Company	\$13,907,538.37
N/A	Veit & Company, Inc.	\$14,264,191.61

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Settlements for Right of Way Acquisition for the Jonathan Carver Parkway Project – Phase 1**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="1/19/2021"/>
Contact: <input type="text" value="Zachary Mahan"/> Title: <input type="text" value="Right of Way Agent"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

The 2021 construction season includes the Jonathan Carver Parkway Project - Phase 1 which is the expansion of Highway 11 to a four-lane highway. Additional right-of-way is needed to complete this project. Appraisals were completed by MM Appraisals and MDAs completed by the Carver County Public Works Right of Way agent and the County Board approved the making of offers based on the appraised values at its September 15, 2020 regular board meeting. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. Settlements with the property owners located at PID # 20.4500010, 20.1430110, 20.1430100, 20.4260020, 20.4250880, 20.0860570 & 20.2400010 have been reached.

**ACTION REQUESTED:**

Motion to adopt a resolution for settlements for right-of-way acquisitions for the Jonathan Carver Parkway Project - Phase 1.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>						
If "Other", specify: <input type="text"/>	<b>County Dollars =</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">City of Carver</td> <td style="width: 30%; text-align: right;">\$95,410.00</td> </tr> <tr> <td>CSAH Reg./Muni. Const.</td> <td style="text-align: right;">\$95,410.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$190,820.00</b></td> </tr> </table>	City of Carver	\$95,410.00	CSAH Reg./Muni. Const.	\$95,410.00	<b>Total</b>	<b>\$190,820.00</b>
City of Carver	\$95,410.00						
CSAH Reg./Muni. Const.	\$95,410.00						
<b>Total</b>	<b>\$190,820.00</b>						
<input checked="" type="checkbox"/> Insert additional funding source							

**Related Financial/FTE Comments:**

The City of Carver and Carver County Public Works entered into a Joint Powers Agreement where the right of way acquisition costs are being evenly split for this project.

Office use only:

RBA 2021 - 7379

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

Date: January 19<sup>th</sup>, 2021

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

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

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

---

**Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Jonathan Carver Parkway Project – Phase 1**

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for expansion to a four-lane highway as part of the Jonathan Carver Parkway Project – Phase 1 (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Works Division Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required; and

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements of Expanding the roadway to 4 lanes as part of the Jonathan Carver Parkway Project – Phase 1 constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s) and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

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 January 19th, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 19th day of January 2021

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

**Exhibit A**  
**to**  
**Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property**  
**Interests**

**Jonathan Carver Parkway Project – Phase 1**

Carver County Public Works No. 168811

**Property Tax Identification No. 20.4500010**

Fee Owners: Timothy & Kathleen Yarger

Property Address: 1040 Sunny Ridge Drive, Carver MN 55315

Settlement Amount: \$83,100.00

**Property Tax Identification No. 20.1430110**

Fee Owners: Paul & Andrea Friend

Property Address: 1624 Aspen Drive, Carver MN 55315

Settlement Amount: \$7,240.00

**Property Tax Identification No. 20.1430100**

Fee Owners: Kevin Miles & Kristen Larson

Property Address: 1626 Aspen Drive, Carver MN 55315

Settlement Amount: \$15,200.00

**Property Tax Identification No. 20.4260020**

Fee Owners: Betty Udseth & Brenna White

Property Address: 1808 Cherry Circle, Carver MN 55315

Settlement Amount: \$6,610.00

**Property Tax Identification No. 20.4250880**

Fee Owners: Masseny Dosso

Property Address: 1814 Spring Creek Drive, Carver MN 55315

Settlement Amount: \$8,070.00

**Property Tax Identification No. 20.1150010**

Fee Owners: Eastern Carver County Schools – Independent School District 112

Property Address: 1717 Ironwood Drive, Carver MN 55315

Settlement Amount: \$114,400.00

**Property Tax Identification No. 20.0860570**

Fee Owners: Jasmin & Adela Ascic

Property Address: 206 Butternut Circle, Carver MN 55315

Settlement Amount: \$10,600.00

**Property Tax Identification No. 20.2400010**

Fee Owners: Brian & Jessica Nelson

Property Address: 1139 Lorraine Ct, Carver MN 55315

Settlement Amount: \$60,000.00

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Capital Predictor Enterprise Software Subscription with Dude Solutions 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:**

This 5 year contract includes software subscription costs for the implementation of Capital Predictor Enterprise software for asset management budgeting and forecasting. This will add advanced capabilities which will support the Public Works Asset and Performance Management program. Being able to run complex what-if scenarios is important to asset management success and this implementation will save staff time, make results repeatable, advance the use of data driven decisions, and create many other improvements over traditional budgeting and forecasting methods.

**ACTION REQUESTED:**

Motion to approve a Professional Services Agreement with Dude Solutions Inc for asset management implementation in the amount of \$54,047.00, pending finalization of the contract review process.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

5 year subscription terms paid annually as follows: \$9,781.00 \$10,270.00 \$10,784.00 \$11,323.00 \$11,889.00

Office use only:

RBA 2021 - 7383

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for Approval of 2021 STOC Wage Scale**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

Carver County Employee Relations Division maintains a schedule of wage ranges for various seasonal, temporary and on-call (STOC) positions, which in addition to regular full-time and part-time employees, allow the County to effectively deliver services in a variety of areas. Where seasonal or occasional assistance is required, these positions play a valuable role in our workforce.

Employee Relations recommends an update to the STOC rates based on information gathered for comparable positions, and to enable departments to attract candidates to seasonal, temporary, and on-call positions in a competitive employment market.

The attachment shows the proposed rates by position. Minnesota's minimum wage rate was adjusted for inflation to \$10.08 per hour for large employers which includes Carver County. Applicable range minimums were increased to reflect this change. There are no individuals currently employed in STOC roles with the County whose actual rates of pay would be impacted by this change. Additionally, the proposed rates include an increase in the maximum of the On-Call/Temporary Professional Level Personnel from \$33.50 to \$50.00, providing a broad range to address various professional roles. Employee Relations recommends increasing this maximum to better enable the County to recruit for leadership/management positions when needed. Rates appropriate to specific temporary professional level positions would be reviewed by Employee Relations, within these parameters. The attached STOC wage scale also includes continuation of ready reserve rates for STOC Crisis Program Intermittent staff assigned to ready reserve duties.

**ACTION REQUESTED:**

Motion to approve the updated attached 2021 rate chart for seasonal, temporary and on-call (STOC) positions.

**FISCAL IMPACT:**  ▼

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7384



## 2021 Rates for Seasonal, Temporary, and On-Call Positions

Seasonal Park Services Attendant	\$10.08 - \$13.00
Seasonal Maintenance Worker - Parks	\$10.08 - \$15.00
Seasonal Light Duty Operator - Parks	\$11.00 - \$16.00
Outdoor Recreation Instructor - On Call / Seasonal Park & Campground Attendant	\$10.08 - \$16.00
AIS Watercraft Inspector (level 1)	\$12.00 - \$14.00
AIS Watercraft Inspector (level 2)	\$14.00 - \$15.50
AIS Lead Inspector	\$16.00 - \$17.50
Seasonal Maintenance Aide - Highway (Non CDL Required)	\$11.00 - \$15.00
Seasonal Maintenance Worker - Highway (CDL Required)	\$16.00 - \$21.00
Shop Helper	\$10.08 - \$15.00
Election Judges	\$10.08 - \$12.25
On-Call / Temporary Support Personnel	\$10.08 - \$20.00
<small>(Library Shelters, Library Asst, Receptionists, File Clerks, Accounting Clerks, Admin Asst, Paraprofessionals, HHS Program Tech, Engineering/Survey Asst, GIS Asst, Interns, Greeters, etc.)</small>	
On-Call / Temporary Professional Level Personnel	\$16.80 - \$50.00
<small>(Associate Librarian, Librarian, Therapist, Social Worker, Attorney, Public Health Nurse, Engineer, Accountant, Project Manager, Supervisor/Manager, &amp; other Degreed Professionals)</small>	
On-Call / Temporary Computer Support Personnel	\$16.65 - \$31.00
On-Call / Temporary Computer Systems Application Analyst Personnel	\$21.55 - \$57.50
On-Call / Temporary 911 Dispatcher	\$14.33 - \$22.52
On-Call / Temporary Detention Deputy	\$15.89 - \$25.00
On-Call / Temporary Deputy Sheriff	\$27.00 - \$35.00

Seasonal, temporary and on-call workers shall generally be paid within the first quartile of the range listed above for the type of work they will perform. The Employee Relations Division Director or designee may authorize a higher wage based on the qualifications and background of the worker or related market conditions. Movement within the range shall be based on the specific situation of each worker, given the nature of the assignment. No STOC worker shall be paid above the maximum listed above for any given position.

*\*Minimum wage requirements will be adjusted to comply with the large employer provisions for MN. As of January 1, 2018, Minnesota's minimum wage is indexed to inflation; the inflationary increase is capped at 2.5% per year. Impacted minimum wages will be adjusted accordingly.*

Approved by the County Board on XX/XX/XXXX

**STOC Wage Scale Amendment Crisis Program Intermittent Staff**

**Ready Reserve - Telephone and Mobile Status for Non-Exempt Intermittent Employees**

1. Employees who are required by the Employer to be in Ready Reserve - Telephone Status shall be compensated at the rate of \$6.00 per hour while assigned to be in Ready Reserve - Telephone Status. Employees who are required by the Employer to be in Ready Reserve - Mobile Status shall be compensated at the rate of \$18.00 per hour while assigned to be in Ready Reserve - Mobile Status.
2. Employees in Ready Reserve - Telephone Status who answer a telephone call move from Ready Reserve - Telephone Status to Active Work Status. Employees in Ready Reserve - Mobile Status who answer a telephone call or initiate a mobile response move from Ready Reserve - Mobile Status to Active Work Status.
3. Employees in Active Work Status shall report hours worked to the nearest quarter hour increment.
4. Time spent in Ready Reserve - Telephone Status shall constitute hours of work for the purposes of calculating overtime after forty (40) hours in a work week.
5. Employees working on the designated holiday shall receive premium pay of time and one half for all compensated hours.
6. Employees shall not receive both Ready Reserve Status pay and their regular straight time rate of pay for the same hours.

**Intermittent Mental Health Professional and Practitioner Non-Ready Reserve Shifts**

1. Intermittent Mental Health Professionals and Practitioners working between 12:00 a.m. (midnight) and 8:00 a.m. on a Non-Ready Reserve shift shall receive shift differential of \$0.80 per hour for the time they are deemed to be working. Shift differential as outlined above is not available to Intermittent Mental Health Professionals and Practitioners serving in Ready Reserve - Telephone Status or in Active Work Status as part of their assigned Ready Reserve - Telephone Status shift.
2. Intermittent Mental Health Professionals and Practitioners working on the designated holiday shall receive premium pay of time and one half for all compensated hours.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Health & Safety Policy Manual Updates**

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:**

Employee Relations is recommending updates to health and safety policies to promote positive, productive, and effective workplace culture and practices and continued compliance with law and regulations. A summary regarding the recommended policy updates is attached. Employee Relations recommends the County Board adopt the updated policies.

**ACTION REQUESTED:**

Motion to adopt the recommended updated health and safety policies as prepared by Employee Relations.

**FISCAL IMPACT:**  ▼

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2021 - 7388

## Health & Safety Policy Manual Updates Summary – January 2021

### **Section F: Hazard Communication**

**Proposed Policy Update of Employee Right-to-Know and Hazard Communication Policy:** The intent of this policy is to ensure that information about the potential dangers of hazardous chemicals and other harmful physical agents are identified by Carver County and understood by affected employees. One method for communicating chemical hazards to employees is through Safety Data Sheets, which are documents that provide specific safety information on the substance for which they are written. The County's safety contractor SafeAssure provides access the Safety Data Sheet database, and the online link changed in November of 2020. The 2021 policy updates remove reference to the inactive Safety Data Sheet database and provides the online location of where to access the new website link.

### **Section G: Job Specific Safety Programs**

**Proposed Policy Update of Respiratory Protection Program:** The current Respiratory Protection Program outlines activities and requirements for employees who are *required* to wear a respirator in the course and scope of their job for protection from respiratory hazards. When there is not an airborne hazard that *requires* the use of a respirator, employees may be permitted to voluntarily use a respirator for increased comfort, or to avoid exposure to airborne hazards which do not exceed limits set by OSHA's standards. Any employee voluntarily using a respirator must first be cleared as medically and safely able to wear that respirator as applicable, and the respirator must be properly cleaned, stored, and maintained so that its use does not pose a health hazard to the employee. Updates to the Respiratory Protection Program in 2021 clarify OSHA's voluntary use provisions and these updates will support the County in providing voluntary respiratory protection in certain situations.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Lease with State of MN for Chaska License Center**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The State of Minnesota has a long history of offering driver license Road Testing services at Carver County's license center in Chaska. This lease is expiring at the end of January. Carver County staff is recommending that we enter into a new five-year lease with the state with terms that mirror prior agreements and recognize some past practices that were not in the agreement. Some key terms include:

- Heat costs are split based on areas used;
- The county provides building maintenance, custodial services and grounds maintenance;
- In lieu of rent, the State agrees not to install their own camera to collect fees for driver's license applications and renewals. If the State installs a camera, the State will pay the County \$942.50/month which based on the space they are using at the Chaska License Center;
- If the County relocates the license center, the lease could be transferred to the new location or either party could exercise their 30 day lease termination.

This is a popular service for Carver County residents and a good partnership between the County and State. Staff recommends approval of this agreement.

**ACTION REQUESTED:**

Motion to approve the 5 year lease with the State of MN for driver license Road Testing services at the Chaska license center pending contract review.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

The State expects to provide Road Tests to about 50 applicants per day and the fee collected from the customer to process a first-time driver's license application is \$8.

Office use only:

RBA 2021 - 7377

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Update by the Local Mental Health Advisory Committee**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

Chairperson Derek Gunderson, of the Carver County Local Mental Health Advisory Committee, will provide an update to the Carver County Board of Commissioners regarding the activities of the Mental Health Advisory Committee from the previous year and their recommendations moving forward.

**ACTION REQUESTED:**

Accept the verbal report of the Carver County Local Mental Health Advisory Committee.

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

**FUNDING**  
County Dollars =   
  
**Total**

**FTE IMPACT:**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2021 - 7344

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Information Technology Funding Request from COVID19 Budget Stabilization Account**

Primary Originating Division/Dept: <u>Public Services - IT</u>	Meeting Date: <u>1/19/2021</u>
Contact: <u>Pete Henschel</u> Title: <u>CIO</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>10</u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u>David Frischmon</u> Title: _____	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Information Technology ("IT") is requesting funding from the COVID19 Budget Stabilization Account ("BSA") to contract with Heartland Business Systems and OnDemand Group to add resources to the IT department which continues to experience an increased workload due to the COVID-19 public health emergency.

IT is requesting up to \$25,000 to contract with Heartland Business Systems as a trusted advisor for the enhancement and support of infrastructure technologies related to the remote workforce caused by COVID19. The trusted advisor will help IT staff with improvements to the remote worker technology needs, including Virtual Desktops (VDI), Virtual Phones (Cisco), connectivity and network performance.

IT is also requesting up to \$43,550 to contract with the OnDemand Group for professional services to help support the County's IT Support Desk due to the increase workload created by COVID19. IT is facing higher incident tickets related to remote workers. There has also been an increase in project work related to supporting employees with new hardware purchases, office moves and other technology pandemic projects from IT or Divisions.

**ACTION REQUESTED:**

Motion to approve up to \$68,550 from the COVID19 Budget Stabilization Account with \$25,000 for an agreement with IT Trusted Advisor Heartland Business Systems and \$43,550 for an agreement with OnDemand Group pending finalization of the contract review process as a necessary response to the COVID19 public health emergency.

**FISCAL IMPACT:** Budget amendment request form

*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$0.00</b>
COVID19 BSA	\$68,550.00
<b>Total</b>	<b>\$68,550.00</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

As reported in the County's CRF Report to the State of Mn, Carver County received \$12,851,792 in CARES funding from the State of Mn in July, 2020 plus an additional \$135,300 in November, 2020 from Townships for a total of \$12,987,092. The County spent \$12,986,642 million by the State of MN's December 1st, 2020 deadline, \$450 was returned due to timing of funds received by a Township:

- \$1.46 million: Carver County Community Development Agency economic support programs
- \$1.26 million: IT & Facilities Projects to improve virtual public access, teleworking, and touchless environment
- \$367,000: Public Health measures, HHS space redesign, medical expenses, PPE, and sanitation supplies
- \$718,000: Carver County Health and Human Services economic support programs, housing and transportation support, and homelessness prevention

- \$582,000: Partnership with Ridgeview Medical Center to purchase mobile clinic trailer and operate a COVID19 call center

The remaining \$8.6 million, which reimbursed the County for 2020 payroll expenditures related to the County's response to the COVID19 public health emergency, was committed by the County Board on 12/15/20 to a COVID19 Budget Stabilization Account (BSA) to provide short-term fiscal flexibility to meet the budget challenges related to the ongoing COVID19 public health emergency.

\$8,602,489 County Board committed to a COVID19 BSA on 12/15/20.

(2,050,000) Board approved transfer to CDA for economic support programs on 12/15/20.

(1,600,000) Board approved HHS financial assistance programs on 12/15/20.

( 68,550 ) Recommended for Board approval to provide IT support on 1/19/20.

\$4,883,939 COVID19 BSA available balance

County staff recommendations for spending the available balance in the COVID19 BSA are expected to be presented at a County Board workshop on February 23, 2021.

*Office use only:*

RBA 2021 - 7386



# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Information Technology Funding Request from COVID19 Budget Stabilization Account

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Temporary Employment Agencies	01-049-0-1120-6286	\$43,550.00
Professional & Tech Service Fees	01-049-046-1120.6260	\$25,000.00
<b>TOTAL</b>		\$68,550.00

CREDIT		
Description of Accounts	Acct #	Amount
COVID19 Budget Stabilization Account	01-2801	\$68,550.00
<b>TOTAL</b>		\$68,550.00

Reason for Request:

Utilize a portion of the COVID19 Budget Stabilization Account for a contract to provide IT support in response to increased workload due to the continued public health emergency and the public health measures being taken, and to enter into a contract to assist IT staff in supporting and enhancing infrastructure technologies for staff working remotely due to the pandemic.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Committee Appointments and Assignments**

Primary Originating Division/Dept: Administration (County)

Meeting Date: 1/19/2021

Contact: Dave Hemze  Title:

Item Type:  
Regular Session

Amount of Time Requested: 5  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Administration is requesting that the Board complete committee assignments for 2021. A list identifying the open appointments/assignments is attached.

**ACTION REQUESTED:**

Motion appointing Board members to open committee assignments.

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2021 - 7390

## Committee

Association of Minnesota Counties Board of Directors  
AMC Environment & Natural Resources Policy Committee  
AMC General Government Policy Committee  
AMC Health & Human Services Policy Committee  
AMC Public Safety Policy Committee  
AMC Transportation Policy Committee  
AMC Voting Delegates

CAP Agency Board of Directors  
Carver County Arts Committee  
Carver County CDA  
Carver County Leaders  
Community Leaders (Eastern)  
County Strategic National Stockpile (SNS) Requestors  
County and Union Leaders Group  
Courts Committee  
Fair Board  
Greater MSP Partner Advisory Council

Historical Society Committee  
Insurance Advisory Committee  
Joint Ditches:  
Joint Ditch #1  
Joint Ditch #2  
Joint Ditch #3A  
Joint Ditch #4  
Joint Ditch #5  
Joint Ditch #21  
Joint Ditch #22  
Joint Ditch #24  
Joint Ditch #28  
Law Library Board  
Legislative Committee  
Library Board  
Lower Minnesota River Watershed  
MCIT Voting Delegates  
MELSA  
Mental Health Advisory Committee  
Mental Wellness Facility Advisory Committee  
Metro Alliance for Healthy Families Joint Powers Board  
Metro GIS Policy Board  
Metropolitan Emergency Services Board  
Metropolitan Emergency Services Executive Board

## 2021 Appointment

Degler, Alt. Fahey  
Lynch  
Degler  
Udermann  
Fahey  
Workman  
Degler, Fahey, Lynch, Udermann,  
Workman, David Hemze, Lyndon  
Robjent, Rod Franks  
Degler  
Udermann & Workman  
Fahey, Liaison Alt Workman  
Udermann & Lynch  
Degler, Udermann, Workman  
Degler, David Hemze, Richard Scott  
Udermann & Lynch  
Lynch & Degler, Alt. Fahey  
Lynch, Liaison, Alt. Fahey  
Julie Frick (public)  
Deborah Everson (private)  
Workman, Alt. Fahey  
**Open**  
  
Fahey, Lynch, Degler  
Fahey, Degler  
Fahey  
Fahey, Lynch, Workman  
Fahey, Lynch, Udermann  
Fahey, Lynch, Workman, Degler  
Fahey, Lynch, Udermann  
Fahey, Lynch, Degler  
Fahey  
Degler  
Fahey & Workman  
Degler, Liaison, Alt Udermann  
Udermann & Degler, Liaisons  
David Hemze, Alt Sonja Wolter  
**Open**, Alt Udermann  
Lynch, Alt. Udermann  
Workman, **Alt Open**  
Workman  
Workman, Alt. Peter Henschel  
Degler, **Alt Open**  
Degler, **Alt Open**

Metropolitan Emergency Services Radio Technical Operations Committee	Susan Bowler, Alt Deb Paige
Metropolitan Emergency Services 911 Technical Operations	Susan Bowler, Alt Deb Paige
Minnehaha Creek Watershed District	Workman & Liaisons
Minnesota Counties Computer Consortium	Peter Henschel, Alt David Frischmon, Mary Kay Wahl
Minnesota Extension Committee	Degler & Lynch
Minnesota Inter-County Association	Workman, Second Appt Open
Minnesota Valley Regional Rail Authority	Workman, Alt. Fahey
Mobility Management Board	Udermann
Mosquito Control District	Degler & Workman
Park Commission	Lynch, Liaison, Alt Udermann
Planning Commission	Fahey, Alt. Lynch
Regional Hauler Licensing Board	Workman, Alt. Lynch
Riley-Purgatory-Bluff Creek Watershed	Workman & Degler, Liaisons
Southwest Corridor Transportation Coalition	Workman & Fahey, Alt. Degler
State CHS Advisory Committee (SCHSAC)	Richard Scott, Alt Open
Suburban County Representatives	Lynch & Workman
Transportation Advisory Board – TAB	Workman, Alt. Udermann
Water Management Organization Committee	Lynch, Alt. Fahey

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Closed Session - Carver County School Network Consortium Agreement**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The Carver County School Network Consortium service agreement with CarverLink is ending June 30, 2021. CarverLink is bidding on the new agreement that is due on January 25th, 2021. Information Technology requests to enter into a closed session with the Board to discuss strategy for the 2021 bid.

**ACTION REQUESTED:**

Motion to go into closed session under Minnesota Statute 13D.05, Subdivision 3 to develop and consider offers for the sale of property and services related to responding to the Carver County Schools Network Request For Proposal for leasing dark fiber, lit fiber services and internet service in the CarverLink network.

Upon conclusion of the closed session, a motion to return to regular session.

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

**FUNDING**

County Dollars =   
  
**Total**

**FTE IMPACT:**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2021 - 7385

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session for Labor Negotiation Strategy**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

All ten Collective Bargaining Agreements (CBAs) are open for 2021. Minnesota Statutes 13D.03 subdivision 2 allows a public entity to enter into a closed session to plan and discuss labor negotiation strategy. Employee Relations requests to enter into a closed session with the Board to discuss the strategy for 2021 and forward.

**ACTION REQUESTED:**

Motion to go into closed session to discuss labor negotiation strategy.

Upon conclusion of the closed session, a motion to return to regular session.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2021 - 7370