



Carver County Board of Commissioners
January 26, 2021
Work Session

Under Minnesota Statute 13D.021 the County Board has made a determination that opening the Carver County Government Center 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. Individuals who wish to provide public comments related to the work session can do so by email at: admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516.

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

WORK SESSION

- 9:00 a.m. **A. COMMUNITIES: Create and maintain safe, healthy and livable communities**
1. Highway 10 Corridor Study Presentation - Victoria/Chaska Area 1
 2. Report on Public Engagement for a Waterfront Service Center at Lake Waconia Regional Park 2
 3. COVID-19 and Reopening Update..... 3-10

David Hemze
County Administrator

UPCOMING MEETINGS

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Highway 10 Corridor Study Presentation - Victoria/Chaska Area

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Highway 10 Corridor Study is a project to identify transportation system improvements on Highway 10 (Engler Boulevard) from Highway 43 in western Laketown Township to Highway 61 in the City of Chaska and Highway 11 (Victoria Drive) from Highway 10 north to Highway 14/Marsh Lake Rd. The study was completed in collaboration with the Minnesota Department of Transportation, and the Cities of Chaska, Victoria, Waconia, and Laketown Township. Highway 10 is an important regional highway corridor in the County providing connections to multiple communities and accommodating vehicle, pedestrian, bicycle, transit, and freight traffic. The main purpose of the study was to identify short, mid, and long-term corridor improvements to support local and regional transportation needs.

A full corridor planning process was initiated and completed including a robust public engagement process, detailed technical analysis, corridor alternative development, and concept evaluation. The study is complete and includes recommended improvements and an implementation plan. This item is an informational presentation with a resolution of support planned for a future meeting.

ACTION REQUESTED:

Staff presentation of the Highway 10 Corridor Study and recommended improvements from Highway 43 to Highway 61 in Victoria and Chaska.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Information item

Office use only:

RBA 2021 - 7301

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Report on Public Engagement for a Waterfront Service Center at Lake Waconia Regional Park

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 2019, Carver County contracted with HGA Architects and Engineers for schematic design of a new waterfront building and picnic shelter. Deliverables HGA provided to the County included site plan for buildings, building layout, exterior images for a preferred design and construction cost estimating.

Carver County was recently notified that it would receive \$2,500,000 in state bonds to develop a waterfront service center in the park. Additionally, these state bonds are to be matched with an additional \$2,500,000 of County funds.

On November 24, 2020 the County Board authorized proceeding to contract with HGA Architects for public engagement and preliminary design services for a waterfront service center at Lake Waconia Regional Park. Staff and consultant have worked to engage the public through survey, stakeholder and public meetings and want to provide the County Board with a summary of information and an opportunity to provide input before contacting for additional services.

ACTION REQUESTED:

Direction is requested to proceed with contracting for preliminary and final design services for the Waterfront Service Center at Lake Waconia Regional Park.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Later, a contract for architect services will be requested and a contract amount provided.

Office use only:

RBA 2021 - 7378

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****COVID-19 and Reopening Update**Primary Originating Division/Dept: Administration (County) Meeting Date: 1/26/2021 Contact: Dave Hemze Title: Item Type:
Work Session Amount of Time Requested: 30 minutesAttachments: Yes No

Presenter: Dave Hemze and Richard Scot Title: County Administrator & Deputy I

Strategic Initiative:Communities: Create and maintain safe, healthy, and livable communities **BACKGROUND/JUSTIFICATION:**

Deputy H&HS Director Richard Scott will provide an update on COVID-19 statistics and trends. County Administrator Hemze will review the latest reopening plan which is attached. A summary of other metro county reopening plans is also attached.

ACTION REQUESTED:

Board consensus on reopening plan.

FISCAL IMPACT: None 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 - 7394



COVID-19

Reopening Carver County – Phase II

As of January 26, 2021

Reopening Carver County – Phase II recommendations are attached. The main objective of the phased plan is to keep our citizens and employees safe and healthy while gradually reopening County services. Related strategies include the following.

1. All buildings remain closed to general walk-in traffic during Reopening Phase I and during the initial stages of Phase II.
2. Service by appointment is offered for certain services that cannot be completed via other methods or are difficult to complete online due to lack of an electronic solution, complexity of transaction, or customer barrier to accessing the service online.
3. Electronic processing of documents and applications, and delivery of services via virtual methods are continued and increased where possible. Methods for effective virtual service delivery are refined. Innovations are continued into the future when appropriate.
4. Physical spaces are appropriately prepared (room arrangements to support social distancing, protective barriers installed, enhanced cleaning protocols continued, etc.).
5. Employees continue to telework where effective service delivery can be provided through remote work arrangements.

Protocols related to services that are reopened will be guided by the Center for Disease Control (CDC) and Minnesota Department of Health (MDH) recommendations. Additional Phase II and Phase III recommendations will be provided to the Board later based upon health data and trends, with the goal of incrementally reopening all Carver County buildings and services.

Continuing to strategically enhance the County's ability to quickly convert to effective service delivery in the event of renewed social distancing or stay at home guidance will remain an ongoing area of focus. It is the County's goal to be prepared and responsive to current and future challenges, while maintaining employee and community health, safety, and wellbeing as top priorities.

COVID-19
Reopening Carver County –Phase II
 Adopted October 20, 2020

Division	Services to Reopen	Services to Remain Closed/Other Notes
County Attorney	<u>Jury trials:</u> No new jury trials until after March 15, 2021 unless Chief Judge and Chief Justice grant an exception. No in-person court proceedings until after March 15, 2021 unless Chief Judge grants an exception. Court hearings continue to be held remotely.	The County Attorney’s Office remains closed to walk-in services. The majority of employees in the County Attorney’s Office are working remotely and providing all services via available technology.
Court Administration	<ol style="list-style-type: none"> 1. <u>Jury trials and court proceedings:</u> See above notes. 2. <u>Service counters:</u> Open by appointment only. Services include criminal, traffic, juvenile, CHIPS, family, civil, and probate related cases. 3. <u>Law Library:</u> Space and computer terminals open by appointment only. 	
County Board and Advisory Committees	<u>Board Meetings:</u> Board members are attending in person with limited staff in the room.	Buildings remain closed for County Board, advisory committees, and other meetings. Board meetings are live streamed and offer email and voicemail public comments. Advisory committee meetings are being conducted via videoconference.
Employee Relations	N/A – All services fully operational remotely	Employee Relations is fully functional remotely and completing all services via available technology. Employee Relations will continue to deliver services remotely.
Health and Human Services	<ol style="list-style-type: none"> 1. <u>CareerForce:</u> By appointment only for employment assistance and by reservation for job searches on computers. 2. <u>Accounting:</u> Receipt Child Support payments 	<u>Child and Family services, Home and Community-Based Care services, and Financial Assistance:</u> All services have continued utilizing alternative communication methods during the building

	<ol style="list-style-type: none"> 3. <u>Adolescent Day Treatment</u>: Open four days per week with one day telehealth. Responsive to guidelines and mitigations strategies practiced by local school districts. 4. <u>Mental Health Crisis</u>: Mobile crisis provide both teletherapy and face-to-face services with appropriate level of PPE in the hospital and community setting based on situational response. 5. <u>Housing Unit</u>: Utilizing tele/video communications. Face to face contact with appropriate PPE only in crisis situations. 6. <u>Immunization clinics</u>: By appointment only. 7. <u>Adult and Juvenile Probation</u>: By appointment only for all clients. Remote work and virtual appointments continue. In-person supervision as needed. Post-court intake packets available at Court Services door with drop box or online for submission. 8. <u>School Linked Mental Health</u>: Providing services according to the safe learning model in alignment with current school district protocols. 9. <u>Chemical Health, CSP and SOAR Programs</u>: Utilizing tele/video assessments/case management. Face to face contact with appropriate PPE only in crisis situations. 10. <u>Mental Health Outpatient Services</u>: Currently 100% teletherapy. 11. <u>Child Protection</u>: Child Protection Family Visitation by appointment only and UA's (Urinalysis) by Appointment only. 12. <u>Child Protection</u>: Assessment workers may need to meet with families in person to assess and establish safety for children on child protection reports. 13. <u>Child & Family</u>: By appointment only for the provision of services tied to a case plan with supervisor approval. Attend court as required by Judge that will include any case related planning associated with court such as transporting clients, doing UAs, and other requirements per the Court. 	<p>closure. Remote work and tele/video communication solutions will continue until further notice.</p>
--	--	--

	<p>14. <u>Child and family</u>: By appointment in-person home visits for foster care licensing staff to confirm home meets safety requirements for licensure.</p> <p>15. <u>Child Support</u>: In-person court hearings. By appointment only, meetings with residents to address barriers contributing to the wellness of the children.</p>	
Property and Finance	<p>1. <u>Property Tax, Land Records, Assessing, License Centers, and Elections & Licensing</u>: By appointment only for certain services including driver’s licenses, passports, road tests, title transfers, County Commissioner candidate filing, land record plats, complicated property tax appeal, complicated property tax statement, delinquent property tax confession of judgements, etc.</p> <p>2. <u>Property tax payments</u>: Can be made via a drop off box in the Government Center parking lot, a drop off box at the Chanhassen License Center, the Chaska License Center drive-through, online payments via county website, or US mail. Property tax payments by appointment for other limited circumstances.</p>	<p>1. <u>License Center drive through windows</u>: Open for limited services such as tab renewals, title transfers and DNR licenses.</p> <p>2. <u>Marriage licenses</u>: Can now be provided electronically.</p>
Public Services	<p>1. <u>Complicated applications/permits</u>: By appointment for Veteran Services, Land Management/Environmental Services/Water Mgmt.</p> <p>2. <u>Outdoor services</u>: Provide services that can be conducted outside such as AIS inspections, land management site visits, feedlot inspections, septic inspections, water management field work, etc.</p> <p>3. <u>Rural recycling drop-off sites (Cologne, Mayer and NYA)</u>: Open during regular hours.</p> <p>4. <u>Environmental Center</u>: Open for drive through drop off.</p> <p>5. <u>Libraries</u>: Chanhassen, Waconia, and Norwood Young America are open for grab and go services. Chanhassen, Waconia, and Norwood Young America are open for study spaces. Curbside are be offered in at least one location.</p>	<p><u>Extension</u>: The University of Minnesota is taking the lead on when and how they open programs and services that they offer locally. Our local Extension Office remains closed for walk up services.</p>

	<p>Computer access is be available. Express libraries are open. Online and social media-based services and programs have been expanded.</p> <p>6. <u>Veterans Transportation</u>: Placed on pause while staff evaluates options to restart the program or contract with a provider to assist.</p>	
<p>Public Works</p>	<ol style="list-style-type: none"> 1. <u>Parks</u>: All parks and trail facilities including playgrounds, sledding hills, and the off-leash dog remain open for use under normal hours of operation. Some restrooms are closed for the season. Day-use picnic shelters are closed for the season. Picnic shelters are scheduled to reopen following State guidelines the 1st weekend in May. 2. <u>Campgrounds</u>: Baylor campground is closed for the season. The 2021 season is scheduled to begin on Friday May 14, running through Sunday October 17 is open with a modified operational model as required. 3. <u>Beaches</u>: Beaches are closed for the season. The 2021 beach season is scheduled to begin on Saturday June 12. 4. <u>Parks recreation services</u>: Winter equipment rental facilities are operating at no more than 3 households inside a park building at a time. Outdoor programming (primarily XC skiing, snowshoeing and kicksledding) is being delivered with no more than (25) participants at a time. Some virtual and self-guided opportunities continue. Special events are required to keep participation to no more than (250) people and must have a specific event preparedness plan. Strong marketing and outreach efforts continue with a variety of focuses. Seasonal instructors are hired and continue to be utilized to deliver services. School groups are using ski trails at Lake Minnewashta RP for training purposes . 	<p><u>Park amenities</u>: Large public/community events are being considered on a case by case basis, requiring preparedness plans in addition to typical County permitting requirements and processes. One public cross-country skiing/walking event is planned. There are no community events planned in the park areas through March. All event requests bring additional comment and review is conducted by Public Health and Risk Mgmt. via the County COVID19 policy & procedure.</p> <p><u>Highway Operations</u>: In winter operations. Continue as is with staff split in 3 locations (Cologne, Hollywood, and Chaska) with 5-6 people in each. Fleet services remain operational at PWHQ.</p> <p><u>Highway Construction</u>: Limited activity. Highway 5 Trail continues, everything else is in winter shut down..</p> <p><u>Parks Maintenance</u>: Remains operational for winter maintenance activities.</p> <p><u>Office Administration</u>: Office staff continue to work remotely, reporting to PWHQ intermittently as well as in the field for staff direction and project assessment.</p>

		<p><u>Right of way negotiations:</u> One-on-one meetings with property owners occurs as necessary. Physical distancing and PPE protocols in place.</p>
<p>Sheriff's Office</p>	<ol style="list-style-type: none"> 1. <u>Records requests:</u> Allowing. 2. <u>Jail visitation:</u> Allowing via WebEx, Zoom, or similar platform. Resume in-person by appointment only with video visitation encouraged. 3. <u>Permit to carry:</u> Maintain by appointment but potentially expand days/hours. 4. <u>Permit to Purchase:</u> Continue to encourage receiving by mail and added drop box in the lobby for those who choose in-person delivery. 5. <u>Volunteer-led jail programs:</u> Allowing some in-house programs (e.g., bible study) via WebEx, Zoom, or similar platform. In-person options are available. 6. <u>In-Custody Sentences:</u> Admitting self-reports for in-custody sentences if the subject has been sentenced to 10 days or less. 7. <u>Volunteer Support Services:</u> In-person training and operations is available. 8. <u>Warrant arrests:</u> Have resumed. 	<p>Most Sheriff Office services have continued during suspension as they are essential.</p>

Metro County Reopening Plans

As of January 21, 2021

County	Government Center	Libraries	County Board Meetings
Anoka	Partially open. Government Center is open on 1 st floor only. Public can access Property Records & Taxation Service Counter and Elections & Voter Registration counter. The other 6 floors are locked, business done virtually or by phone or drobox.	Libraries are open with limited hours and capacities – 24/7 return bins at most locations and virtual services offered.	Closed.
Dakota	Open.	Libraries are open and offer express services with limited building capacity.	Open. County Board is currently meeting with limited staff in the Board room and most Board members joining remotely.
Hennepin	Closed.	Limited in-person Grab-and-Go services.	Closed.
Ramsey	Partially open.	Roseville, Shoreview, and Maplewood Libraries are open (with modified services) – residents can reserve books online and pick up in the library/can use computers w/appointments.	Closed.
Scott	Closed.	Splitting days between walk in express service hours and appointment-based hours.	Hybrid. There are 3 or 4 commissioners on site and other(s) participate via Zoom. Number of people in the Board Room are limited to 10. Public can attend in person or via Zoom.
Washington	Open.	Libraries are open and continue to offer curbside pick-up.	Open.