



CARVER COUNTY *minnesota*

Carver County Board of Commissioners
February 2, 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 videoconference due to COVID-19 concerns.

Individuals who wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. If you would like to join the videoconference to provide public comments during the meeting please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a Webex invitation.

Public comments that are about an item not on the agenda will be heard during the public comments section of the meeting. Public comments that relate to an item on the agenda will be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

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/WebEx**
- 2. Agenda review and adoption
- 3. Approve minutes of January 19, 2021, Regular Session 1-4
- 4. Community Announcements
- 9:05 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Application to the MPCA for an Electric Vehicle Charging Station Grant 5

5.2	Ridgeview Medical Center contract for provision of COVID-19 vaccination services.....	6
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Growth: Manage the challenges and opportunities resulting from growth and development

5.3	Jeffrey & Alina Muonio Request for High Amenity Development (2 Lots)	7-13
5.4	Kyle & Julie Decker - CUP for Contractor's Yard.....	14-19
5.5	Request to Accept the 2020-21 Natural Resource Block Grant (NRBG).....	20
5.6	Goose Lake Outlet Repair	21
5.7	Settlements for Right of Way Acquisition for the Jonathan Carver Parkway Project – Phase 1.....	22-25

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

5.8	2021 Pay-for-Performance Salary Range Increase.....	26-28
5.9	Approval of the Teamsters Licensed Management Unit Collective Bargaining Agreement	29-30
5.10	Resolution Defining 2021 Non-Bargaining Compensation	31-34
5.11	Approval of 2021 Non-Bargaining Employee Insurance Contributions	35-36
5.12	2021 Retiree Health Insurance Contributions	37-38

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

5.13	Professional Services Agreement for Federal Government Relations Strategy.....	39
5.14	Review/Social/Commissioners' Warrants.....	NO ATT

9:10 a.m.	6. GROWTH: Manage the challenges and opportunities resulting from growth and development	
	6.1 Cooperative Construction Agreement and Advance Construction Federal Aid Agreement for the Highway 212 Project – Dahlgren	40-42
	6.2 Addition of a .5 FTE Social Worker II position for the Mental Health Crisis Program.....	43-44

9:55 a.m. **7. County Administrator Report**

9:55 a.m. **ADJOURN REGULAR SESSION**

David Hemze
County Administrator

UPCOMING MEETINGS

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

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on January 19, 2021. The building remained closed due to the health pandemic but was webcast live. Chair Tim Lynch convened the session at 9:01 a.m.

Members present: Tim Lynch, Chair, Gayle Degler, Vice Chair, John P. Fahey, Matt Udermann (present in County Board Room) and Tom Workman (participating via WebEx).

Members absent: None.

No public comments were received.

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

Fahey moved, Workman seconded, to approve the minutes of the January 5, 2021 Organizational Session. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

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

Authorized the acceptance of two donations to the Carver County Veterans Treatment Court.

Approved contract between Health and Human Services Income Support Department and Carver County CDA pending finalization of the contract review process.

Approved STOC funding to hire a temporary Child Protection Social Worker for a maximum of 67 days starting in mid-February 2021 and related HH&S budget amendment.

Approved and accepted one time CARES grant of \$7,500 from MN DHS to upgrade the technology of child welfare staff and related HH&S budget amendment.

Authorized HH&S acceptance of donations for Encore Adult Day Care.

Authorized Public Works to purchase equipment as outlined.

Approved increased cost associated with Microsoft Enterprise Agreement for the period 2021-2023 with SHI.

Resolution #05-21 Awarding of the Jonathan Carver Parkway Project, Carver County Contract 20-490.

Resolution #06-21, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Jonathan Carver Parkway Project-Phase 1.

Professional services agreement with Dude Solutions, Inc., for asset management implementation in the amount of \$54,047 pending finalization of the contract review process.

Approved the updated 2021 rate chart for seasonal, temporary and on-call (STOC) positions as outlined.

Adopted the recommended updated health and safety policies as prepared by Employee Relations.

Approved five year lease with the State of Minnesota for driver license road testing services at the Chaska License Center pending contract review.

Reviewed January 12, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$393,560.00 and reviewed January 19, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$569,876.07.

On a roll call vote, Lynch, Udermann, Workman, Degler, Fahey voted aye. Motion carried unanimously.

Derek Gunderson, Mental Health Advisory Committee Chair, appeared before the Board with an update on the Committee's activities. He indicated a year ago the Committee discussed the need for the group to get out to the communities to learn how services were stacking up but that got put on hold. Gunderson explained they later began a new way of meeting virtually where they discussed transportation, CoVid and technology. He indicated they discussed how technology would play in delivering mental health services.

He stated the Committee was excited about the start of the co-responder to better respond to those in crisis and the Committee appreciated this position being created. He indicated moving into the summer and fall the Committee talked about anxiety and continued discussing the pros and cons of telehealth. Gunderson noted the sentiment was that telehealth should not go away and continue as an option in providing services. He acknowledged telehealth was good for some cases but not an end all if interaction was essential. Gunderson indicated they had presentations on hoarding and persevering through CoVid. He noted they also had a number of new members and received updates from staff.

Gunderson reviewed goals for the upcoming year. He acknowledged it was a difficult year for a lot of people. He stated it was important to have infrastructure to provide services locally pointing out the length that people drive to receive services. He added he would return in July for an update on what they are doing in 2021.

The Board Mr. Gunderson and the Committee for their work.

David Frischmon, Finance, updated the Board on the CoVid 19 budget stabilization account. He stated nearly 13 million was received in CARES funding and highlighted the major areas where those funds had been spent. He explained the remaining 8.6 million was committed to the CoVID 19 stabilization account in December to provide short term fiscal flexibility to meet the budget challenges related to the ongoing public health emergency. He reviewed the transfers that have recently occurred and indicated the current balance was approximately 5 million.

Dave Hemze, County Administrator, pointed out there were a number of huge uncertainties ahead. He stated additional information would be provided in a month to the Board.

Peter Henschel, Chief Information Technology Officer, requested the Board approve funds from the CoVid 19 stabilization account for information technology funding. He stated the IT Team was hit hard with service request tickets related to the increased IT demands due to employees working from home. He stated project support was also needed to assist IT staff with improvements for remote technology needs. Henschel confirmed they had worked with both contractors in the past. He indicated the plan was to bring in help from OnDemand Group for four months to help get past the backload of service tickets. In addition, they would contract for services with Heartland Business as needed over the next six months for different projects they were rolling out.

Degler moved, Udermann seconded, to approve up to \$68,550 from the CoVid 19 budget stabilization account with \$25,000 for an agreement with IT Trust Advisor Heartland Business System and \$43,550 for an agreement with OnDemand Group pending finalization of the contract review process as a necessary response to the CoVid 19 public health emergency and related budget amendment. On a roll call vote, Udermann, Workman, Degler, Fahey, Lynch voted aye. Motion carried unanimously.

The Board considered the remaining committee assignments. Degler noted he reached his term limits on the MELSA Board. He explained the Library Board and MELSA work closely together and indicated he would like to rescind his appointment to the Library Board to allow another Board member to serve on both the MELSA and Library Boards.

Degler moved, Fahey seconded, to approve the following open committee assignments/appointments:

Insurance Advisory Committee – Degler, Lynch Alt.
Library Board – Udermann, Liaison
MELSA – Udermann
Mental Wellness Facility Advisory Committee – Udermann, Alt
Metropolitan Emergency Services Board – Fahey
Metropolitan Emergency Services Executive Board – Fahey, Alt.
Minnehaha Creek Watershed District – Udermann, Alt
State CHS Advisory Committee – Fahey, Alt.

On a roll call vote, Workman, Degler, Fahey, Lynch, Udermann voted aye. Motion carried unanimously.

The Board considered the remaining vacancy on the Library Board to represent District 3.

Udermann moved, Degler seconded, to appoint Charles Teh to the Library Board. On a roll call vote, Degler, Fahey, Lynch, Udermann, Workman voted aye. Motion carried unanimously.

Commissioner Udermann agreed to serve as the alternate to the CAP Agency if needed.

Udermann moved, Degler seconded, to go into closed session under Minnesota Statute 13D.05, Subd 3 to develop and consider offers for the sale of property and services related to responding to the

REGULAR SESSION
January 19, 2021

Carver County Schools Network Request for Proposal for leasing dark fiber, lit fiber services and internet service in the CarverLink Network and to go into closed session to discuss labor negotiations strategy. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

The Board adjourned the closed and Regular Session.

David Hemze
County Administrator

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Application to the MPCA for an Electric Vehicle Charging Station Grant

Primary Originating Division/Dept: <input type="text" value="Public Services - Environ. Svc."/>	Meeting Date: <input type="text" value="2/2/2021"/>
Contact: <input type="text" value="Brad Hanzel"/> Title: <input type="text" value="Interim Environmental Services"/>	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:

The Minnesota Pollution Control Agency (MPCA) is soliciting applications for grant funding to help purchase and install dual-port electric vehicle (EV) Level 2 charging stations in public places and workplace locations. Level 2 charging stations are ideally placed where drivers will be parked for at least 30 minutes, such as retail, restaurants, workplaces, or government buildings. The maximum amount available for each Level 2 dual-port charging station is \$7,500.

Environmental Services is interested in applying for grant funding for the installation of a Level 2 dual-port charging station to be located in the main Government Center parking lot. The charging stations would be available to visitors, employees, and for charging any future electric County Fleet vehicles. The person using the station would use a credit card to pay for the electricity that they are provided. Staff estimates the overall project cost to be approximately \$18,000, which includes equipment installation. This estimate incorporates the installation of solar panels to provide power to the charging stations. By adding solar, the MPCA will give bonus points to the application thereby increasing our chances of obtaining grant funds. The County would be required to provide a 20% cash match.

ACTION REQUESTED:

Motion to authorize and direct Environmental Services staff to submit a Level 2 charging station grant application to the MPCA.

FISCAL IMPACT:
 If "Other", specify:

FTE IMPACT:

FUNDING	
County Dollars =	
MPCA Grant Funding	\$7,500.00
Env Services Dept Rollover	\$10,500.00
Total	\$18,000.00
<input type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Project is contingent on securing grant funding and approval of 2020 rollover request.

Office use only:

RBA 2021 - 7406

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Ridgeview Medical Center contract for provision of COVID-19 vaccination services

Primary Originating Division/Dept: Health & Human Services - Public Health

Meeting Date: 2/2/2021

Contact: Richard Scott Title: Deputy Division Director

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:

To meet the the urgent need to expand COVID-19 vaccination services, Carver County Public Health will need to enter into a contract with Ridgeview Medical Center to assist with the administration of the COVID-19 Vaccine. Ridgeview Medical Center will provide COVID-19 and other related health care services upon request from Carver County Public Health according to terms specified in this PSA. These services will be provided as a result of a public health emergency or other designated public health need, services for such an event may include but are not limited to: 1) vaccinators roles; 2) antibiotic or antiviral dispensers; 3) screeners or persons to triage symptoms or exposure to a biological agent; 4) documentation roles; 5) diagnostic testing for COVID -19 and/or 6) mutually agreed upon medical/health care staffing.

ACTION REQUESTED:

Motion to approve contract with Ridgeview Medical Center for the provision of COVID-19 vaccination and related health care services not to exceed \$50,000, pending approval of Risk Management and County Attorney.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =	\$0.00
LPH Fund	\$50,000.00
Total	\$50,000.00

FTE IMPACT: None

Insert additional funding source

Related Financial/FTE Comments:

The cost of this Agreement shall not exceed \$50,000, based on an all-inclusive rate of \$681.36 an hour with a four (4) hour minimum and will be funded by Local Public Health grant.

Office use only:

RBA 2021 -

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Jeffrey & Alina Muonio Request for High Amenity Development (2 Lots)

Primary Originating Division/Dept: <u>Public Services - Land Mgmt.</u>	Meeting Date: <u>2/2/2021</u>
Contact: <u>Jason Mielke</u> Title: <u>Land Use Manager</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

File #PZ20200057. On January 19, 2021, the Carver County Planning Commission recommended approval of Jeff & Alina Muonio's Conditional Use Permit (CUP) for a "High Amenity" development on their approximate 56-acre property, located in Section 6 of Watertown Township. The proposed development would consist of a plat with two (2) building sites (i.e. single-family dwellings) consisting of 2.50 acres each. The remnant acreage would remain agricultural and consist of approximately 51 acres with an existing homestead which is occupied by Mr. & Mrs. Muonio. The proposed development would need to be platted (i.e. Preliminary & Final approvals) pursuant to the County's Subdivision Ordinance and Zoning Code.

Watertown Township has provided for the High Amenity option in its chapter of the Comprehensive Plan. The subject property consists of wooded area and wetlands which are not in agricultural production; therefore, the acreage is considered eligible land for the amenity. The proposed development would comply with the limitation of 4 homes per 40 acres (i.e. no more than 4 per ¼).

The proposed development would have road frontage on an existing township road (Sally Avenue); therefore, no new road would need to be constructed. Sally Avenue is located on the township line between Watertown & Hollywood Townships and an agreement has been in place determining the road maintenance responsibilities. Even though the land use request is located in Watertown Township which allows for the High Amenity Option, Hollywood Township is the road authority responsible for the maintenance of Sally Avenue at this location. Therefore, the application was required to attend both township meetings and provide the Planning Commission with recommendations.

The development is required to meet the Carver County Water Management Organization (CCWMO) standards, as well as Carver County Environmental Services Subsurface Sewage Treatment System (SSTS) requirements. The Watertown Town Board and Hollywood Town Board recommended approval of the request.

ACTION REQUESTED:

A motion to adopt Findings of Fact and issue Order #PZ20200057 for the issuance of a Conditional Use Permit.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

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

FTE IMPACT: None

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7397

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20200057

RESOLUTION #: 21-01

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

FILE #: PZ20200057

OWNERS: Jeffrey & Alina Muonio

APPLICANTS: Jeffrey & Alina Muonio

SITE ADDRESS: 1535 Sally Avenue, 55388

PERMIT TYPE: Additional Density – High Amenity Lots

PURSUANT TO: Carver County Code: Section 152.078 (A) & (C)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 10-006-1300

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of January 19, 2021; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Jeffrey & Alina Muonio own an approximate 56.00-acre parcel located in part of the Northern Half (N½) of the Northwest Quarter (NW¼) of Section 6, Watertown Township. The property is primarily undeveloped wooded areas and wetland but does include a single-family dwelling with an attached garage. The property is located in the Agricultural Zoning District and the CCWMO (Crow River Watershed).
2. The Planning Commission continued the public hearing from the November 17, 2020, meeting to the December 15, 2020, meeting to allow the applicant to attend a Hollywood Township meeting to discuss the proposed request and its potential impact on Sally Ave, which is a township road and maintained by Hollywood Township. A “60-Day Law” letter was sent to the applicant on November 18, 2020, extending the County Board of Commissioners deadline for a final decision until February 6, 2021, at the latest.
3. The Planning Commission again continued the public hearing from the December 15, 2020, meeting to the January 19, 2021, meeting to provide additional review time for the Hollywood Town Board to physically view the site. The extension that was provided by the “60-Day Law” letter that was sent in November of 2020, remains in effect.
4. The applicants are proposing to develop two residential parcels (approx. 2.5 acres each) in the southwestern portion of the subject property. The proposed development would result in a total of two additional building sites (for single-family dwellings) without the need to construct a Township Road. The applicant is requesting a Conditional Use Permit (CUP) pursuant to the “Additional Density Options” in Section 152.078 (A) and (C) of the Carver County Zoning Code.
5. Watertown Township has provided for the High Amenity Option in its chapter of the 2040 Comprehensive Plan. The High Amenity lot provision may only be exercised once for each parcel that was of record as of July 1, 1974. The subject property consists of wooded, wooded pasture, and similar areas, not in agricultural production, and is considered eligible land. The proposed development would comply with the limitation of 4 homes per 40 acres (i.e. no more than 4 per ¼ - ¼). Also, a Conditional Use Permit has not been previously issued for additional density on the subject parcel.

6. The applicants are proposing two (2) residential lots that would both be approximately 2.5 acres in size. Each newly created lot would meet the required minimum lot size as allowed by the Zoning Code. A total of two (2) buildable lots are proposed as part of the development (plat).
7. During the preliminary platting process, the applicant must document a suitable one (1) acre building site for each lot. The concept plan would also illustrate the potential locations for Subsurface Sewage Treatment Systems (SSTS) on each lot. A licensed SSTS professional would need to provide appropriate soils reports for the County's review.
8. Each lot would meet the requirements for public road frontage, which is proposed from Sally Avenue. Access would be to each lot individually (two accesses off of the Township Road). The Hollywood Town Board (i.e. road authority for this portion of Sally Ave) would be reviewing the proposed access locations during the preliminary platting process.
9. The individual lot owner(s) will be required to comply with the Carver County Water Management Organization (CCWMO) Water Rules Standards. Each lot will be subject to review and approval by Carver County Planning and Water Management Department pursuant to Chapter 153. More specific details for each lot would need to be submitted to Carver County Planning & Water Management at the time of design for review and approval prior to the issuance of building permit(s) on individual lots.
10. A wetland delineation would be needed as part of the platting process. No roadway is proposed as part of the platting process; however, with the creation of new driveways there may be potential low-lying areas "wetlands" within the tree canopy that may need to be avoided.
11. The entire layout as proposed will be properly addressed during the preliminary platting process.
12. The proposed lots would meet all the criteria for High Amenity Lots. Al Langseth, the Carver County Feedlot Officer, confirmed that the feedlot setback buffer is accurate for the feedlots southwest of the subject property. Given the feedlot buffer, the new lots would more than exceed the required 1,000-foot feedlot setback.
13. Prior to the November 17, 2020, Planning Commission meeting, staff received three letters in opposition of the request. All three letters cited concerns of noise and for additional traffic along Sally Avenue. In addition, one of the letters listed environmental concerns related to the nearby Tamarack swamp and a possible draw down on existing water wells in the area. All letters were entered into the November 17, 2020, public hearing record.
14. The Watertown Town Board reviewed and recommended approval the request during their September 8, 2020, Town Board Meeting. The request for the additional density lots is allowed pursuant to their chapter of the Carver County Comprehensive Plan.
15. During the November 17, 2020, Planning Commission meeting, it was determined that Hollywood Township is the road authority responsible for the maintenance of Sally Avenue at this location even though the applicants live in Watertown Township. The Planning Commission directed the applicants to meet with the Hollywood Town Board and discuss their proposal. This request was continued to the December Planning Commission meeting to further allow the Hollywood Town Board to review the proposal.
16. On November 17, 2020, staff emailed the Hollywood Township Clerk to inform the Township Board that the Muonio request was tabled by the Planning Commission in order to provide the Township an opportunity to review the proposal. Attached to that email were copies of the survey and soil boring locations, a site map, and a Township Recommendation form to be completed by the Township after their meeting.
17. On December 14, 2020, the applicants attended the Hollywood Township meeting and discussed their request. At the conclusion of the meeting, the Town Board voted to table the request until they can have time to review and look at the site. The Town Board has indicated a decision would be made at their regularly scheduled meeting on January 11, 2021.

18. On January 11, 2021, the applicants attended the Hollywood Township meeting and discussed their request. At the conclusion of the meeting, the Town Board made a recommendation of approval of the request and for the use of the Township road. The Township also expressed some concern with where the driveways would be located.
19. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends the issuance of Conditional Use Permit #PZ20200057 for the creation of High Amenity Lots on the land described in Exhibit “A” of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

1. Two (2) residential lots are permitted, provided the building site requirements and minimum lot standards are satisfied. The entire subject property shall be platted in accordance with M.S. Chapter 505 and the Carver County Code. A total of two (2) buildable lots (building eligibilities) shall be properly addressed as part of the platting process.
2. The lots shall be laid out on the preliminary plat substantially as agreed upon by the Township, the County, and the developer during the Conditional Use Permit (CUP) process. The Preliminary plat shall stipulate, at a minimum, the building eligibility status for each parcel, a statement regarding agricultural uses in the area, and the protection of environmentally sensitive land(s). The potential for future easement(s) shall be evaluated during the preliminary platting process.
3. The proposed lots must have a one-acre building site, which shall be reviewed as a part of the Subdivision Plat. Primary and alternate drainfield locations for each building site must be submitted with the application for preliminary plat. SSTS locations must be identified by a licensed SSTS contractor, for review/approval by the Environmental Services Department. It shall be the responsibility of the property owner to preserve and protect the soil treatment and dispersal areas from compaction, building, or other activities which could conceivably limit the use of the sites for sewage treatment and dispersal. The building sites must be located so that all buildings and SSTS systems shall meet County Code setback requirements.
4. Access locations and permits shall be approved by Hollywood Township (road authority) prior to any work occurring within the road right-of-way.
5. As a part of the platting process the applicant shall develop covenants to be filed with the plat. The covenants shall address at least the following:
 - A. A covenant must clearly state the building eligibility status for each parcel in the development. The keeping of animals, with the exception of dogs, cats and similar animals kept as household pets, is prohibited on any lot in the residential area.
 - B. A covenant stating that the area is rural, and that commercial agriculture and other rural land use activities shall likely be occurring in the area. A notification must be provided regarding “odors, dirt, dust, noises, long hours of operation and other factors associated with agriculture and feedlot activities”. Complaints relating to these activities shall be considered unwarranted so long as such activities are being conducted in accordance with existing standards.
 - C. If the home sites include any environmentally sensitive land then restrictions must be placed in the covenants addressing: clear cutting of land, vegetation removal, plus the development and implementation of an erosion control plan to control erosion during and after building construction.
 - D. A covenant must be added requiring that the alternative sewer site must be preserved for a future sewer site. No buildings can be erected on the alternative site and no trees can be planted on the site. Heavy equipment must be kept off the site. If the lot owner must build on the site, he shall have to submit percolation tests and soil borings for another site before any building permit shall be issued.
6. The above-required covenants shall become part of the permit.

7. A completed CCWMO Water Rules application, with required attachments, shall be submitted with the Preliminary Plat application, if applicable.
8. The boundaries of any possible wetlands must be included on the preliminary plat so appropriate drainage easements may be determined. If necessary, a wetland mitigation plan and application shall be submitted with the preliminary plat application.

ADOPTED by the Carver County Planning Commission this 19th day of January 2021.

Gabrielle Theis, Chair
Carver County Planning Commission

EXHIBIT "A" – LEGAL DESCRIPTION

PID NUMBER: 10-006-1300

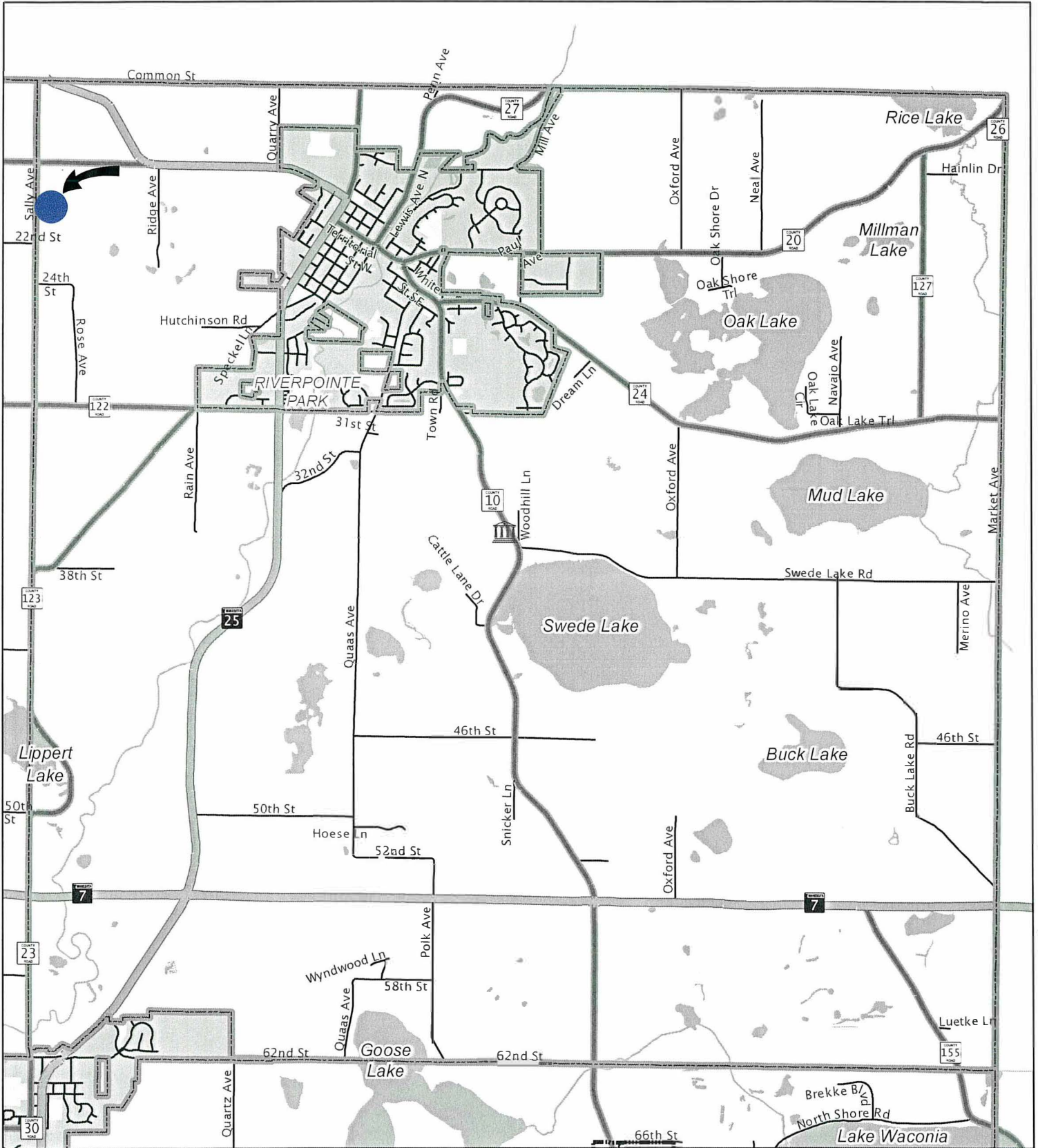
File# PZ20200057

APPLICANT/OWNER: Jeffrey & Alina Muonio

That part of the North 1385.36 feet of the Northwest Quarter of Section 6, Township 117, Range 25 West, which lies southwesterly of the centerline of Minnesota State Highway No. 25, as depicted on the recorded plat of Minnesota Department of Transportation Plat No. 10-M 09, EXCEPTING THEREFROM the following described land: All that part of the Northwest Quarter of Section 6, Township 117, Range 25, Carver County, Minnesota, described as follows: Commencing at the northwest corner of said Northwest Quarter, thence on an assumed bearing of South along the west line of said Northwest Quarter, a distance of 450.64 feet to the point of beginning of the tract to be described; thence on a bearing of East, a distance of 508.16 feet, thence South 11 degrees 45 minutes 00 seconds West, a distance of 468.95 feet; thence on a bearing of West, a distance of 412.57 feet to the west line of said Northwest Quarter; thence on a bearing of North along said west line, a distance of 449.37 feet to the point of beginning and there terminating.

DRAFTED BY: Carver County Land Management Department

WATERTOWN TOWNSHIP



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



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Kyle & Julie Decker - CUP for Contractor's Yard

Primary Originating Division/Dept: <u>Public Services - Land Mgmt.</u>	Meeting Date: <u>2/2/2021</u>
Contact: <u>Jason Mielke</u> Title: <u>Land Use Manager</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

File #PZ20200061. On January 19, 2021, the Carver County Planning Commission recommended approval of Kyle & Julie Decker's Conditional Use Permit (CUP) for a Contractor's Yard (i.e. Decker's Roll-Off Service), on their approximate 5-acre parcel located in Section 6, Dahlgren Township. The Decker family recently purchased the subject property with the intentions to demo the existing old farmhouse and construct a new single-family dwelling with an attached garage in 2021.

The applicant's business currently operates from a lot in the City of Chaska and would continue to operate from that location. However, Mr. Decker would bring a business dumpster back to his property on occasion which may be scheduled for morning delivery when the delivery location is closer to the subject parcel than the main location in Chaska. In addition, his is proposing to construct a 60' x 80' accessory structure would also be used for personal storage as well as for the occasional maintenance of the roll-off dumpsters (commercial activity).

The business consists of the owner/operator, Mr. Decker, and one additional employee. That employee drives a commercial truck home with them every evening so there would only be one business related vehicle stored at the site. The applicant indicated a maximum of two commercial business vehicles (i.e. 2-4 trips per day) would access the property from Laurel Avenue via County Road 140 to minimize impacts to the Township Road.

Mr. Decker identified an area east of the proposed building for temporary outside storage of equipment. In addition to this storage area, one vehicle associated with the business may be kept outside. Because of the nature of the Contractor's Yard activity, no customer would visit the subject location. Mr. Decker plans to place trees (i.e. screening) along the south property line at the location of the outside storage area. The CUP request appears to meet the minimum standards for a Contractor's Yard CUP. The Dahlgren Town Board supports the request.

ACTION REQUESTED:

A motion to adopt Findings of Fact and issue Order #PZ20200061 for the issuance of a Conditional Use Permit.

FISCAL IMPACT: None

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
--	--

Total

\$0.00

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7398

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20200061

RESOLUTION #: 21-02

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

FILE #: PZ20200061

APPLICANT: Kyle Decker

OWNERS: Kyle & Julie Decker

SITE ADDRESS: 11650 Laurel Avenue, 55322

PERMIT TYPE: Conditional Use Permit - Contractor's Yard

PURSUANT TO: County Code, Chapter 152, Section 152.079 C (10)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 04-006-1040

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of January 19, 2021; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Kyle & Julie Decker own an approximate 5-acre parcel in the Eastern Half (E½) of the Southwest Quarter (SW¼) of Section 6, Dahlgren Township. The parcel is improved with a single-family dwelling, a 10' x 10' garden shed, and a 60' x 15' Quonset building. This property is located in the Agricultural Zoning District and the CCWMO (Carver Creek watershed).
2. The applicant is requesting a Conditional Use Permit (CUP) to operate a Contractor's Yard pursuant to Section 152.079 C (10) of the Carver County Zoning Code.
3. In 2020, Mr. & Mrs. Decker purchased the subject property. They have indicated their intentions are to remove the existing house and the 10' x 10' garden shed. In 2021, they intend to construct a new single-family dwelling with an attached garage. If this request is approved, they would also construct a 60' x 80' (4,800 sq. ft.) detached accessory structure. A portion of the proposed accessory structure would be used for personal storage (1,000 sq. ft.) and the remainder (3,800 sq. ft.) would be used for the Contractor's Yard business.
4. They are requesting to use the subject property for a Contractor's Yard (i.e. Decker's Roll-Off Service) with the potential for outside storage. The applicant's business currently operates from a lot in the City of Chaska. The applicant has stated that the business will continue to operate out of that location. On occasion, the subject parcel would be used for overnight storage of a dumpster that is scheduled for morning delivery when the delivery location is closer to the subject parcel than the main location in Chaska. In addition, a proposed 60' x 80' accessory structure would also be used for the occasional maintenance of the roll-off dumpsters. The applicant has stated that in addition to himself, there is one other employee of the business. That employee drives their work truck home with them every evening so there would only be one work related vehicle stored at the subject location. The applicant has stated that all business vehicles (i.e. 2-4 trips per day) would access the property from Laurel Avenue via County Road 140 to minimize impacts to the Township Road.
5. The submitted site plan identifies an area east of the proposed building for temporary outside storage of materials. In addition to this storage area, one vehicle associated with this business would also be kept outside. Because there are only two vehicles related to the business and no customers would visit the subject location, no additional parking areas have been included in this proposal. Additionally, the applicant has indicated he plans to place trees (i.e. screening) along the south property line at the location of the outside storage area. The applicant appears to meet the minimum standards for a Contractor's Yard CUP.

6. Signage would be required to meet the standards of Chapter 154 of the County Code; not to exceed 32 square feet of surface area. The size of a two-sided sign shall be calculated based on the surface area of only one of the sides, provided the sign surfaces are completely flush.
7. This request has been reviewed by Senior Environmentalist, Joe Enfield. Mr. Enfield stated that because no restroom facility is being proposed inside of the new structure, there are no SSTS related issues with this request. He also stated that there are no SSTS related concerns with the proposed location of the new building or the driveway.
8. The Dahlgren Town Board reviewed the request at their January 11, 2021, Town Board meeting and recommended approval with no additional conditions being requested.
9. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends the issuance of Conditional Use Permit #PZ20200061, for a Contractor's Yard on the land described in Exhibit "A" of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

1. The permit is subject to administrative review. The Permittee shall maintain homestead status on the property. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early in the timeline of the proposed change as possible. NOTE: No business activity may occur prior to the subject parcel being homesteaded and occupied by the principle of the proposed activity.
2. The operation shall be substantially in accordance with the submitted operational plan and site plan (dated: 12/28/2020). These plans shall be requirements of this permit. Any proposed expansion of the submitted site plan shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary.
3. Building permits for the proposed accessory structure shall not be issued prior to the issuance of the required permits for a single-family dwelling.
4. Any future remodeling or improvements of the proposed accessory structure shall require staff review and possible CUP review by the Carver County Planning Commission and Board of Commissioners. Future construction of any new structure(s) to be utilized as part of the business, shall require a review of the CUP by the Carver County Planning Commission and Board of Commissioners.
5. The Contractor's Yard must comply with the Subsurface Sewage Treatment System requirements of MN Rule 7080-7083 and Chapter 52 of the Carver County Code of Ordinances.
6. Permittee shall comply with all road authority (Dahlgren Township) requirements.
7. A maximum of two (2) business vehicles (including, but not limited to: commercial trucks utilized to supply the service) may be stored and/or permitted on the site. All outside storage shall be screened from neighboring properties and the public road and all business-related trucks, equipment and supplies shall be stored within existing structures and/or the approved operational area.
8. The permittee shall obtain and maintain a Non-generator's Certificate or contact the Environmental Services Department to obtain a Hazardous Waste Generator's License, if required.
9. The permittee shall submit a Certificate of Workers' Compensation Insurance and/or proper affidavit to the Land Management Department.

10. The entire operation shall comply with all local, state and federal regulations.

ADOPTED by the Carver County Planning Commission this 19th day of January 2021.

Gabrielle Theis, Chair
Carver County Planning Commission

EXHIBIT "A" – LEGAL DESCRIPTION

PID NUMBER: 04-006-1040

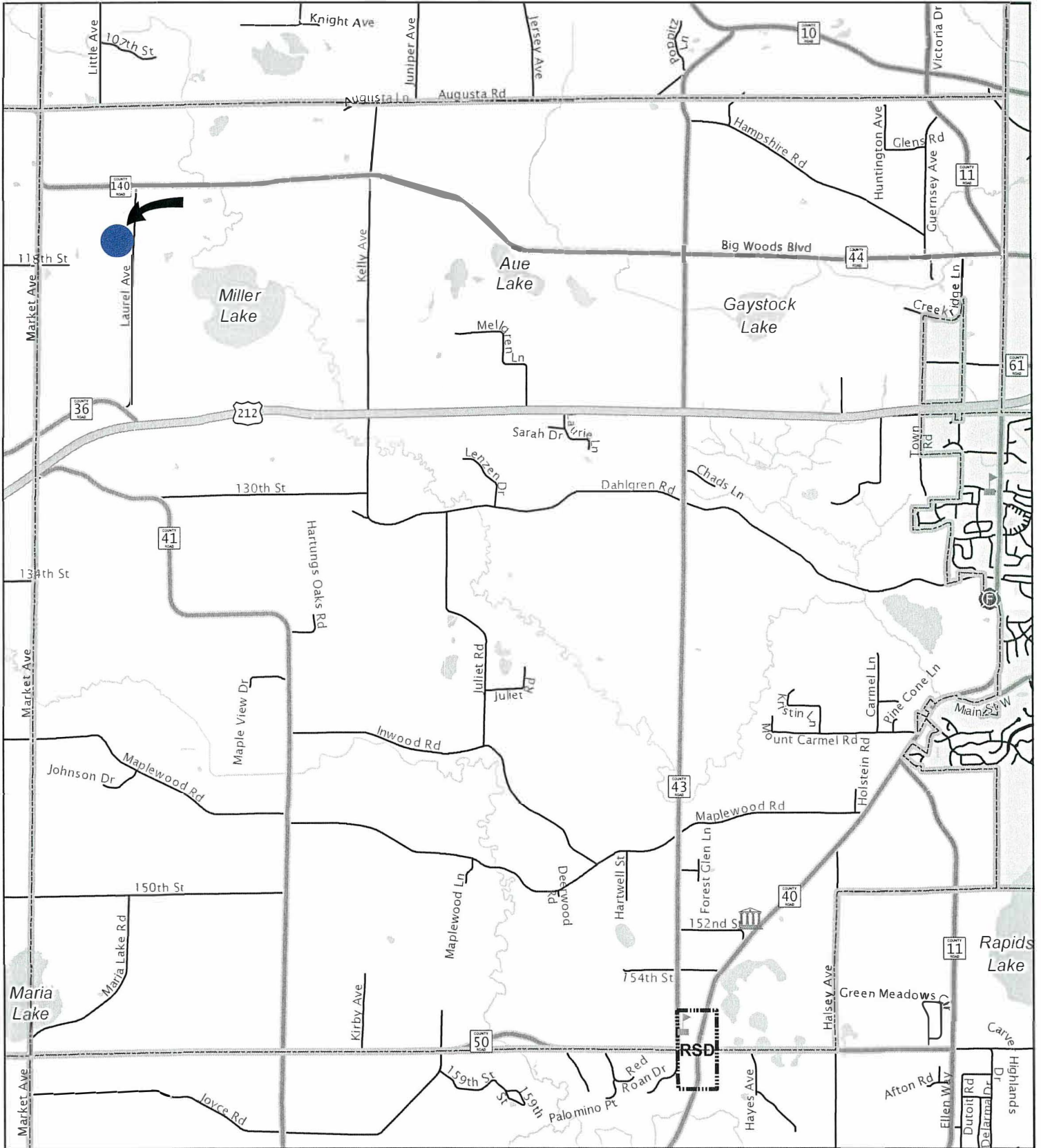
File# PZ20200061

APPLICANT/OWNER: Kyle R & Julie M Decker

That part of the East Half of the Southwest Quarter of Section 6, Township 115 North, Range 24 West, Carver County, Minnesota, described as follows: Commencing at the South Quarter Corner of said Section 6; thence North 01 degree 51 minutes 20 seconds East (bearings based on Carver County Coordinate System NAD83, 1986 Adjustment) on the east line of said East Half of the Southwest Quarter, a distance of 965.82 feet to the point of beginning; thence continuing North 01 degree 51 minutes 20 seconds East on said East line, a distance of 382.63 feet; thence North 53 degrees 06 minutes 45 seconds West, a distance of 199.93 feet; thence North 62 degrees 24 minutes 58 seconds West, a distance of 92.99 feet; thence North 72 degrees 23 minutes 20 seconds West, a distance of 92.92 feet; thence North 79 degrees 42 minutes 11 seconds West, a distance of 94.36 feet; thence South 01 degree 51 minutes 20 seconds West, a distance of 576.85 feet; thence South 88 degrees 08 minutes 40 seconds East, a distance of 430.25 feet to the point of beginning. Said parcel contains 5.00 acre of land.

DRAFTED BY: Carver County Land Management Department

DAHLGREN TOWNSHIP



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



Map Created by Carver County GIS

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Request to Accept the 2020-21 Natural Resource Block Grant (NRBG)

Primary Originating Division/Dept: <input type="text" value="Public Services - Planning & Water Mgmt."/>	Meeting Date: <input type="text" value="2/2/2021"/>
Contact: <input type="text" value="Paul Moline"/> Title: <input type="text" value="PWM Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

Each year the County receives a block grant from the MN State Board of Water and Soil Resources (BWSR) for implementation of the following programs: Water Management Plan; Wetland Conservation Act (WCA); Shoreland Management; and Sub-surface treatment systems (SSTS). The Water Management & Shoreland funds are used to support the water monitoring program costs. Other funds are used to assist in monitoring as well as offset program costs of operating the WCA and SSTS programs. The Carver Soil & Water Conservation District (SWCD) assists County staff in the implementation of the WCA program. For 2020 and 2021, the County received the natural resource block grant (NRBG) for the following program amounts:

2020 - Shoreland-NRBG	\$2,615
2021 - Shoreland-NRBG	\$2,615
2020 - Septic Treatment Systems - NRBG	\$18,600
2020 - Local Water Management - NRBG	\$8,094
2021 - Local Water Management - NRBG	\$8,094
2020 - Wetland Conservation Act (WCA) - NRBG	\$31,599 (\$10,000 to SWCD)
2021 - Wetland Conservation Act (WCA) - NRBG	\$31,599 (\$10,000 to SWCD)

Total Grant Awarded: \$103,216

ACTION REQUESTED:

Motion to contract with BOARD OF WATER & SOIL RESOURCES to accept the 2020-2021 NRBG pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	State BWSR Funds <input type="text" value="\$103,216.00"/>
	Total <input type="text" value="\$103,216.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Required match is provided by existing staff time expended in the normal operation of the programs and by budgeted Carver County WMO 2020 and 2021 expenditures. The Shoreland and WCA portions require a 1-to-1 match and the other programs require no match. Estimated grant and match amounts were included for these programs in the 2020 and 2021 Adopted Budgets.

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Goose Lake Outlet Repair

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 outlet for Goose Lake was constructed in 2004 following a petition from lakeshore owners. The Carver County Water Management Organization (CCWMO) obtained a permit from the MN Dept of Natural Resources (DNR) to construct the outlet which consists of two 24-inch culverts, and a sheet pile weir in order to maintain the DNR established ordinary high water (OHW) elevation on the lake. The CCWMO owns the structure and is responsible for maintenance and function of the outlet. Significant erosion around the outlet began to occur in 2019 caused by several wetter than normal seasons and the resulting extended high water. The erosion has since resulted in lower lake levels impacting property owners and potentially the DNR required OHW in the future. Staff issued a request for quotes to repair the outlet by adding new wing walls to the point of failure. Northland Excavating submitted the low quote and staff is recommending the project proceed.

ACTION REQUESTED:

Motion to contract with Northland Excavating pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	<input type="text" value=""/>
CCWMO Funds	\$30,270.00
Total	\$30,270.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

The funds are derived from Carver County WMO Levy Funds for repair and construction.

Office use only:

RBA 2021 - 7401

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="2/2/2021"/>
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 # 20.2400020 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.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING						
If "Other", specify: <input type="text"/>	County Dollars =						
FTE IMPACT: <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;">\$12,500.00</td> </tr> <tr> <td>CSAH Reg./Muni. Const.</td> <td style="text-align: right;">\$12,500.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$25,000.00</td> </tr> </table>	City of Carver	\$12,500.00	CSAH Reg./Muni. Const.	\$12,500.00	Total	\$25,000.00
City of Carver	\$12,500.00						
CSAH Reg./Muni. Const.	\$12,500.00						
Total	\$25,000.00						
	<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 - 7402

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

Date: February 2nd, 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 February 2nd, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 2nd day of February 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. 20.2400020

Fee Owners: Ryan Sandbo

Property Address: 1137 Lorraine Ct, Carver MN 55315

Total Settlement Amount: \$25,000.00

Permanent Easement Compensation: \$14,000.00

Temporary Easement Compensation: \$1,500.00

Damages to fencing and trees: \$9,500.00

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2021 Pay-for-Performance Salary Range Increase

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The majority of Carver County employees are on a pay-for-performance compensation system, which provides employees with differential salary increases based on their specific contributions to organizational success. Objectives of the pay-for-performance system include attracting and retaining top talent and rewarding excellence. Certain collective bargaining agreements provide authority to the Carver County Board of Commissioners to establish the pay-for-performance salary ranges for classifications of represented employees participating in pay-for-performance.

It is recommended for non-bargaining employees and for bargaining units participating in pay-for-performance in 2021, to increase the 2020 salary ranges by one percent (1.00%), effective January 4, 2021. This salary range increase shall be applied prior to calculating the general adjustment increases due January 4, 2021. The range increase alone does not have a direct immediate impact on individual employees' salaries.

ACTION REQUESTED:

Motion to increase the 2020 salary ranges by one percent (1.00%) for non-bargaining employees and for bargaining units participating in pay-for-performance in 2021, to be effective January 4, 2021.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars = **\$0.00**

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

Salary ranges are set independently of individual employee wage rates. There is no direct immediate impact on individual wage rates.

Office use only:

RBA 2021 - 7419

2021 Pay-For-Performance Range Adjustment Recommendation

Background

Historically many public sector entities have provided salary increases based on employee tenure and/or general adjustments, often referred to as cost of living adjustments (or COLA's). In recent years many organizations have transitioned to a pay-for-performance or merit-based system, or a compensation structure that provides employees with differential salary increases based on their specific contributions to organizational success. Objectives of a pay-for-performance system include attracting and retaining top talent and rewarding excellence.

Carver County Compensation System History

Prior to 2013, Carver County provided salary increases in the traditional manner. In 2013, Carver County had a number of groups move to pay-for-performance including non-bargaining employees, Supervisor and Managers Association of Carver County (SMACC), and the Assistant County Attorneys AFSCME Unit. By 2014, in addition to non-bargaining employees, nine out of eleven bargaining units incorporated pay-for-performance in their collective bargaining agreements including AFSCME Assistant County Attorneys, AFSCME Social Services (now AFSCME Health & Human Services), AFSCME General Unit, AFSCME Public Works, SMACC management employees, LELS Licensed Sergeants, Teamsters Detention Sergeants, Teamsters Licensed Management, and Teamsters Non-Licensed Management (this unit was decertified in 2019). Following negotiations for 2016 collective bargaining agreements, the County saw the addition of Teamsters Detention Deputies/911/TAC bargaining unit to the pay-for-performance program, leaving just one bargaining unit – MNPEA Licensed Deputies – having negotiated a traditional increase arrangement. MNPEA Licensed Deputies remain as the only employee group not participating in pay-for-performance.

Personnel policy and collective bargaining agreements state that the County Board will establish the salary ranges for those participating in the pay-for-performance compensation system.

Review of Relevant Data

Employee Relations has gathered comparable metro area public sector and general private sector wage data. Many public sector organizations included in the review typically adjust their ranges by an amount that matches or approximates the organization's general adjustment. For purposes of determining an appropriate 2021 range adjustment, data gathered and reviewed included but was not limited to the following organizations: Ramsey County, Hennepin County, Anoka County, Washington County, and Dakota County. Our analysis of general/range adjustment for these organizations concludes that the range adjustments are differentiated based on contract settlements that were ratified pre-pandemic versus contracts that were settled post-pandemic. Post-pandemic settlements reflect the challenges and associated future economic uncertainties resulting from the ongoing effects of COVID-19. The average post pandemic range adjustment reflects a 1.38% range increase while the pre-pandemic average is 2.25%.

The Bureau of Labor Statistics (BLS) shows that wages and salaries for state and local government workers increased 1.8% for the 12-month period ending in September 2020. Articles provided by the Society of Human Resources Management (SHRM) suggest that employers were feeling confident in the economy early in 2020,

but by the end of the first quarter the reality of COVID-19 caused employers to begin to reevaluate their approach for wage increases. The information suggests that civilian employers expect to reduce salary increases or may plan to suspend salary increases altogether in some cases.

Recommendation

In order to maintain market competitiveness and attract and retain talent while accounting for current factors related to the pandemic, a 1.00% *range adjustment* for 2021, is recommended for the Carver County employee groups participating in the pay-for-performance compensation model.

The range adjustment itself does not have a direct immediate impact on actual employee wages or salaries. The range adjustment affects employees' earning potential and defines the portion of an employee's earned increase that can be applied to their base wages. The recommended range adjustment would increase the range target rate, and thereby allow employees who achieve a performance rating of successful or better, whose base rate is below the target rate of their assigned salary range, to have their increase calculated on a slightly higher target rate. Finally, it allows for appropriate flexibility in the hiring process as the County competes for talent. While we have used other organizations' general adjustments to gauge reasonable options for our range adjustment, the impact of the range adjustment is distinct from that of a general adjustment wage increase.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the Teamsters Licensed Management Unit Collective Bargaining Agreement

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="2/2/2021"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations 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="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

The Teamsters Licensed Management Unit and the County have completed negotiations for the successor collective bargaining agreement (CBA) and the membership has ratified the 2021-2022 CBA.

Highlights and the major changes in terms and conditions are:

- Two year agreement (2021 – 2022)
- 2021 General Adjustment: 1.00%
- 2022 General Adjustment: 2.00%
- 2021 Pay-for-Performance: 0%, 1%, 2%, 3% effective first full pay period in March to be paid as lump sums only
- 2022 Pay-for-Performance: 0%, 1%, 2%, 3% effective first full pay period in March (This maintains the same PFP matrix and approach as used in 2020)
- Implement salary ranges as established by County Board effective first full pay period in January 2021
- Implement salary ranges as established by County Board effective first full pay period in January 2022
- Uniform Allowance: Increase to \$840.00 in 2022
- 2021 Insurance: Increase County contributions by amounts essentially in line with the contractual percentage obligations of 100% single / 68.6% family. Maintain percentages defined in current contract language
 - Employee: \$755.48 (+ \$20.48)
 - Employee + Child(ren): \$948.70 (+ \$53.70)
 - Employee + Spouse: \$1,293.20 (+\$73.20)
 - Family: \$1,584.70 (+ \$89.70)
- 2022 Insurance: Increase County contribution by \$15.00 per month, across all plan levels and options
- MOA to provide take-home vehicles – Provides voluntary use program and employee pays \$25 per month if residing within the County / \$45 per month if residing outside the County. Sheriff maintains the right to modify, limit, or end the program providing 30 days advance notice

ACTION REQUESTED:

Motion to approve the 2021 – 2022 Teamsters Licensed Management collective bargaining agreement.

FISCAL IMPACT: <input type="text" value="Budget amendment request form"/>	FUNDING
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value="\$19,240.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$19,240.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

The incremental cost for the 2021 Teamsters Licensed Management collective bargaining agreement total compensation is \$19,240. A budget amendment is necessary to reallocate funds to the respective Department wage accounts since the 2021 Adopted Budget assumed a 0% wage increase. The total compensation 2021 Budget for the Teamsters Licensed Management collective bargaining agreement is \$641,779.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Approval of the Teamsters Licensed Management Unit Collective Bargaining Agreement

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
Cafeteria Contributions	01-201-201.6121	\$2,208.00
Wages and Benefits- TLM	01-201-201.61xx	\$17,032.00
TOTAL		\$19,240.00

CREDIT		
Description of Accounts	Acct #	Amount
Health & Life Insurance	01-820.6152	\$2,208.00
2021 debt service levy	32.6701	\$11,365.00
COVID related budget uncertainties - State Aid, Property Taxes, financial support, etc.	01-820.5391	\$5,667.00
TOTAL		\$19,240.00

Reason for Request:

The incremental cost for the 2021 Teamsters Licensed Management collective bargaining agreement total compensation is \$19,240. A budget amendment is necessary to reallocate funds to the respective Department wage accounts since the 2021 Adopted Budget assumed a 0% wage increase.

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Resolution Defining 2021 Non-Bargaining Compensation

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="2/2/2021"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations 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 checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

Carver County follows a pay-for-performance compensation system, which provides employees with differential salary actions based on their specific contributions to organizational success. Objectives of the pay-for-performance system include attracting and retaining top talent and rewarding excellence.

The attached resolution includes the following:

For 2021, the percentage amount of the performance-based compensation is determined by each employee's overall rating on their performance evaluation as outlined: zero percent (0.00%) for needs improvement, one percent (1.00%) for successful, two percent (2.00%) for exceeds expectations, and three percent (3.00%) for outstanding, to be paid as a lump sum the first full pay period in March 2021.

Eligibility for general adjustment at one percent (1.00%) in 2021 is defined.

The resolution also states the Board's authority to make additional adjustments to compensation through future action.

ACTION REQUESTED:

Motion to adopt the Resolution defining 2021 non-bargaining employee compensation.

FISCAL IMPACT: <input type="text" value="Budget amendment request form"/>	FUNDING						
If "Other", specify: <input type="text" value=""/>	<table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$99,548.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$99,548.00</td> </tr> </table>	County Dollars =	\$99,548.00			Total	\$99,548.00
County Dollars =	\$99,548.00						
Total	\$99,548.00						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

The incremental cost for the 2021 non-bargaining employee wages and benefits (excluding health insurance contributions) is \$99,548. A budget amendment is necessary to reallocate funds to the respective Department wage and benefit accounts since the 2021 Adopted Budget assumed a 0% wage increase. The wages and benefits (excluding health insurance contributions) 2021 Budget for non-bargaining employees is \$3,773,580.

Office use only:

RBA 2021 - 7412

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

Resolution Defining 2021 Non-Bargaining Compensation

DATE _____ RESOLUTION NO. _____
MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has authority to establish and revise compensation systems for non-bargaining employees; and

WHEREAS, the Carver County Board of Commissioners has established a pay-for-performance system for non-bargaining employees; and

WHEREAS, the pay-for-performance system includes the salary ranges for the affected employees' classifications, the methods, amounts, and timing of salary increases based on employee performance evaluation ratings; and

THEREFORE, BE IT RESOLVED, Carver County shall set forth a pay-for-performance system effective in 2021 for non-bargaining employees, indicating salary payment methods, percentage salary actions based on employee performance evaluation overall ratings, and timing of salary actions:

- A. In 2021, regular non-bargaining employees and probationary employees shall receive a one percent (1.00%) general increase, not to exceed the new range maximum, effective the first full pay period of January 2021.
- B. In 2021, the percentages used to compute pay-for-performance salary actions based on the overall rating on each employee's performance evaluation shall be: zero percent (0.00%) for needs improvement, one percent (1.00%) for successful, two percent (2.00%) for exceeds expectations, and three percent (3.00%) for outstanding.
- C. In 2021, pay-for-performance salary actions shall be calculated and applied as lump sum payments as follows:
 - 1. For employees whose base pay is at or below the target rate, their pay-for-performance salary actions shall be a lump sum payment, computed on the target rate of the salary range.
 - 2. For employees whose base pay is above the target rate and below the maximum of the salary range, their pay-for-performance salary actions shall be a lump sum payment, calculated on the employee's base rate not to exceed the salary range maximum.
 - 3. For any employee whose current salary is at or above the range maximum their pay-for-performance salary actions shall be a lump sum payment, calculated based on the salary range maximum.
- D. Effective with the first full pay period following successful completion of a new hire probationary period or a trial period resulting from a promotion, non-bargaining employees shall receive pay-for-performance compensation that correlates to the overall rating on the probationary or trial period evaluation.
- E. Employees shall only receive pay-for-performance compensation based on the months they are actively employed by the County in a position eligible for pay-for-performance, or on an eligible leave of absence, during the calendar year under review.
- F. Non-bargaining employees shall be evaluated for all months worked in an eligible position; and there shall be no compounding of pay-for-performance increases; and employees shall only receive pay-for-performance compensation based on the months they are actively employed in the eligible group.

- G. The pay-for-performance annual salary actions shall be effective for the first full pay period in March 2021, based on the overall performance evaluation rating for 2020 work, with the evaluation completed and signed by all parties, no later than February 15, 2021; and

BE IT FINALLY RESOLVED, that the County reserves the right to make additional adjustments to compensation or benefits by amendment to the Carver County Personnel Policies or future Board Actions.

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

STATE OF MINNESOTA
 COUNTY OF CARVER

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

Dated this _____ day of February 2021

_____ County Administrator

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Resolution Defining 2021 Non-Bargaining Compensation

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
Wages and Benefits-NBG	61xx	\$99,548.00
TOTAL		\$99,548.00

CREDIT		
Description of Accounts	Acct #	Amount
2021 debt service levy	35.6701	\$66,364.00
COVID related budget uncertainties - State Aid, Property Taxes, financial support, etc.	01-820.5391	\$33,184.00
TOTAL		\$99,548.00

Reason for Request:

The 2021 Adopted Budget assumed a 0% wage and benefit increase. Budget Amendment needed to reallocate 2021 Budget to wages and benefits in the respective Departments to fund the actual 2021 compensation system.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of 2021 Non-Bargaining Employee Insurance Contributions

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The County Board of Commissioners has the authority to establish and revise benefits for non-bargaining employees.

Core benefits for full-time benefit eligible non-bargaining employees currently include life insurance, long-term and short-term disability insurance, and dental insurance. A monthly cafeteria contribution is provided based on the employee's election of health insurance. In addition, County contribution amounts to the Health Reimbursement Arrangement (HRA)/VEBA Trust or for employees electing the Health Savings Account (HSA) Health Plan option are provided when applicable based on health plan election. Elective benefits include additional short-term disability coverage, supplemental life insurance, medical and dependent care flexible spending accounts, and vision insurance.

It is recommended that the monthly cafeteria contribution be provided to full-time benefit eligible non-bargaining employees based on the employee's election of health insurance, with 2021 monthly County contribution for single at \$755.48; employee + spouse at \$1,293.20; employee + child(ren) at \$948.70; family at \$1,584.70, and \$150.00 for waiver. For non-bargaining employees budgeted at least half-time, but less than 0.8 FTE, provide \$250.00 per month toward the cost of single health insurance. It is recommended that the Board provide the same opportunity for non-bargaining employees to receive the employer contributions consistent with those provided for bargaining units that negotiated to accept the cafeteria contributions.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with an HRA, in 2021 it is recommended that the County provide a quarterly contribution to the Health Reimbursement Arrangement through a VEBA trust. For eligible employees participating in the plan over the course of the year, it is recommended that an amount of \$750.00 be provided for those with single insurance, and for those with family insurance it is recommended that a contribution of \$1,500.00 be provided. This is no change from the 2020 HRA arrangement.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with Health Savings Account Health Plan option, in 2021 it is recommended that for eligible employees participating in the plan over the course of a year, the County provide a contribution of \$1,100.00 for those with single insurance, and \$2,000.00 for those with family insurance. This is no change from the 2020 HSA arrangement.

The motion requested is to approve the 2021 benefits for non-bargaining employees to participate in the benefits package with County contributions as outlined above effective January 1, 2021.

ACTION REQUESTED:

Motion to approve the 2021 benefits for non-bargaining employees as outlined above including 2021 monthly cafeteria contribution amounts for full-time benefit eligible non-bargaining employees based on the employee's election of health insurance with \$755.48 for single, \$1,293.20 for employee + spouse, \$948.70 for employee + child(ren), \$1,584.70 for family, and \$150.00 for waiver; maintaining the \$250.00 per month toward the cost of single health insurance for employees budgeted at least half-time but less than 0.8 FTE; and providing HRA/VEBA contributions in the amounts of \$750/\$1,500 and contributions for those electing the HSA High Deductible Health Plan option in the amounts of \$1,100/\$2,000 as described above.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

The incremental cost for the 2021 non-bargaining employee health insurance contribution is \$14,568. A budget amendment is necessary to reallocate funds to the respective Department health insurance contribution accounts. The health insurance 2021 Budget for non-bargaining employees is \$409,948.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Approval of 2021 Non-Bargaining Employee Insurance Contributions

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
Cafeteria Contributions	xx.6121	\$14,568.00	Health & Life Insurance	01-820.6152	\$14,568.00
TOTAL		\$14,568.00	TOTAL		\$14,568.00

Reason for Request:

The above is to allocate additional funds to the cafeteria contribution based on the approval of the NBG employee insurance contributions. The incremental increase not covered in the respective department budgets is show above.

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

2021 Retiree Health Insurance Contributions

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: <u>2/2/2021</u>
Contact: <u>Kerie Anderka</u> Title: <u>Employee Relations Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <u> </u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u> </u> Title: <u> </u>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County Personnel Policy and certain collective bargaining agreements require the County to contribute to County-sponsored health insurance for certain retirees. Personnel Policy further requires the Board to set the amount the County will contribute to each retiree's insurance for 2021. In order to qualify for this benefit, retirees must meet the following criteria:

- Must have been hired as a regular employee prior to June 1, 2010,
- Must be retiring from a non-bargaining position covered by this policy or from a position covered by a collective bargaining agreement referring to this policy,
- Must have been employed by Carver County with uninterrupted full time service of twenty (20) years or more,
- Must have attained age 60, but not yet be Medicare-eligible,
- Must have maintained County-sponsored insurance since retirement,
- Must accept coverage offered by the provider of health insurance coverage to Carver County non-bargaining employees, and the terms of coverage being offered to non-bargaining employees,
- And must maintain health coverage through the County.

The recommended monthly cafeteria contributions for active employees are \$755.48 for single, \$1,293.20 for employee + spouse, \$948.70 for employee + child(ren) and \$1,584.70 for family, based on employee health insurance plan election. The County's contribution shall not exceed the coverage tier level provided at the time of separation. In past years, the County Board has set the contribution for eligible retirees at an amount consistent with the cafeteria contributions. Retirees selecting family coverage would receive \$1,584.70 per month toward their insurance, employee + spouse would receive \$1,293.20, employee + children would receive \$948.70, and those electing single coverage would receive the lesser of the single premium amount or \$755.48 per month.

ACTION REQUESTED:

Set health insurance contributions for eligible retirees as follows, not to exceed the coverage tier level provided at the time of separation: Retirees selecting family coverage would receive \$1,584.70 per month toward their medical insurance premium, employee + spouse would receive \$1,293.20, employee + children would receive \$948.70, and those electing single coverage would receive the lesser of the single premium amount or \$755.48 per month.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars =	\$486.00
Total	\$486.00

FTE IMPACT: None

Related Financial/FTE Comments:

The incremental cost for the 2021 retiree health insurance contribution is \$486. A budget amendment is necessary to reallocate funds to the retiree health insurance contribution accounts. The health insurance 2021 Budget for retiree health insurance contribution is \$200,106.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: 2021 Retiree Health Insurance Contributions

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
Retiree HI contributions	xx-xxx-9999-6152	\$486.00	Health & Life Insurance	01-820.6152	\$486.00
TOTAL		\$486.00	TOTAL		\$486.00

Reason for Request:

The incremental cost for the 2021 retiree health insurance contribution is \$486. A budget amendment is necessary to reallocate funds to the retiree health insurance contribution accounts.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement for Federal Government Relations Strategy

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="2/2/2021"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Division 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="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

Carver County has submitted several grant requests to the federal Department of Transportation (DOT) through the INFRA and BUILD discretionary grant programs to reconstruct US Highway 212 to a 4-lane expressway between Carver and Norwood Young America. Although unsuccessful to date, it is recommended that the county resubmits for BUILD funding in 2021. Feedback from DOT staff has revealed that the latest applications was rated "highly recommended" which puts it in a favorable position for selection by the Secretary of Transportation.

DOT staff and our federal legislators have expressed that localized professional services are very beneficial to track grant activity and coordinate with the DOT and federal legislators when appropriate to ensure the US 212 grant application is put in the best position to be considered for funding.

Lockridge Grindal Nauen (now Primacy Strategy Group) has provided a proposal to monitor, analyze, and report all federal legislative, regulatory and administrative developments for potential impact on Carver County, particularly for US 212 — both in Congress and the Executive Branch — and advise the County when action would be beneficial to their overall objectives. They will meet on the County's behalf and coordinate critical meetings for County representatives to attend. Lockridge Grindal Nauen (now Primacy Strategy Group) is a nationally recognized firm in federal government relations and has worked for several governmental agencies in Minnesota.

The County Legislative Committee reviewed the proposal at their January 14th, 2021 meeting and recommended approval to enter into a contract for 2021. This is a renewal of the 2020 contract.

ACTION REQUESTED:

Motion to approve a professional services agreement with Primacy Strategy Group for \$40,000 for Federal Government Relations Strategy services, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value="\$40,000.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$40,000.00"/>
<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 - 7341

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Cooperative Construction Agreement and Advance Construction Federal Aid Agreement for the Highway 212 Project - Dahlgren

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="2/2/2021"/>
Contact: <input type="text" value="Darin Mielke"/> Title: <input type="text" value="Assistant Public Works Direct..."/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="30"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Division Director"/>	

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County is the lead agency for the Highway 212 Project – Dahlgren Township which includes safety improvements and the expansion of Highway 212 to 4-lanes from Highway 36 (East) to Highway 11 in the City of Carver. Carver County was successful in obtaining \$15 million in Minnesota Highway Freight Program federal funds and \$7 million in Regional Solicitation federal funds. This project is eligible for the expenditure of federal aid funds and is programmed in the federally approved State Transportation Improvement Plan (STIP) for the state fiscal years 2021 and 2022, and is identified in MnDOT records as State Project 010-596-012 and 1013-79, and in Federal Highway Administration (“FHWA”) records as Minnesota Project NHFP-STPF 0212(326).

As the lead agency, Carver County is planning to proceed with the bidding process in March with construction of the project starting in May. The cooperative agreement includes \$14 million in MnDOT Federal and SRC funds for the construction portion of this project. The agreement also includes the roles and responsibilities of each agency, including MnDOT staff performing the construction administration and inspection work for the project. Construction is anticipated to begin in May 2021 and be substantially complete by the fall of 2022. No closures of Highway 212 are anticipated, however some traffic restrictions may occur from time to time. A separate agreement with MnDOT is also required for the federal aid advancement, which is included as a separate board action item.

Carver County is planning to proceed with the construction of the project in advance of the fiscal year it is programmed for the federal funds. It is permissible under Federal Highway Administration procedures to perform advance construction of eligible projects with non-federal funds, with the intent to request federal funding for the federally eligible costs in a subsequent federal fiscal year, if sufficient funding and obligation authority are available. Carver County will need to cash flow the project from the planned project award in April 2021 to July 2021 for the state fiscal year 2022 federal funding. There is adequate state and transportation sales tax funding to cash flow the 3 months until these fiscal year 2022 federal funds are available. MnDOT requires that the terms and conditions of this advance construction be set forth in an agreement between Carver County and MnDOT, which allows for MnDOT to act as Carver County’s agent in accepting federal aid in connection with this project.

The costs as shown below are for the estimated construction costs only, and do not include engineering or right of way costs.

ACTION REQUESTED:

Motion to approve resolutions to enter into a Cooperative Construction Agreement and a Federal Advance Agreement with the State of Minnesota to act as the Carver County’s agent in accepting federal aid funding for the Highway 212 Project - Dahlgren Township, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">County Dollars =</td> </tr> <tr> <td>MHFP Freight Funds</td> <td style="text-align: right;">\$15,000,000.00</td> </tr> <tr> <td>Regional Solicitation Fu...</td> <td style="text-align: right;">\$7,000,000.00</td> </tr> <tr> <td>MnDOT Federal Funds</td> <td style="text-align: right;">\$8,950,000.00</td> </tr> <tr> <td>MnDOT SRC Funds</td> <td style="text-align: right;">\$5,050,000.00</td> </tr> <tr> <td>County Trans. Sales Tax</td> <td style="text-align: right;">\$3,089,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$39,089,000.00</td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	County Dollars =		MHFP Freight Funds	\$15,000,000.00	Regional Solicitation Fu...	\$7,000,000.00	MnDOT Federal Funds	\$8,950,000.00	MnDOT SRC Funds	\$5,050,000.00	County Trans. Sales Tax	\$3,089,000.00	Total	\$39,089,000.00
County Dollars =															
MHFP Freight Funds	\$15,000,000.00														
Regional Solicitation Fu...	\$7,000,000.00														
MnDOT Federal Funds	\$8,950,000.00														
MnDOT SRC Funds	\$5,050,000.00														
County Trans. Sales Tax	\$3,089,000.00														
Total	\$39,089,000.00														
FTE IMPACT: <input type="text" value="None"/>															

Related Financial/FTE Comments:

A separate right of way agreement has been executed between MnDOT and Carver County. Carver County is allocating additional transportation sales tax funding for engineering, right of way and contingency costs.

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

Date: February 2, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**MnDOT Agreement 1044265 - Reconstruction of TH 212
between CSAH 36 and CSAH 11**

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Carver County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED the County Board Chair and the County Administrator are hereby authorized and directed for and on behalf of Carver County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation MnDOT Contract Number 1044265," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 2nd day of February, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 2nd day of February, 2021.

Dave Hemze

County Administrator

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

Date: February 2, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**MnDOT Agreement 1045870 - Reconstruction of TH 212
between CSAH 36 and CSAH 11**

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Carver County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED the County Board Chair and the County Administrator are hereby authorized and directed for and on behalf of Carver County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation MnDOT Contract Number 1045870," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 2nd day of February, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 2nd day of February, 2021.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Addition of a .5 FTE Social Worker position for the Mental Health Crisis Program

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 Mental Health Crisis Program provides telephonic and mobile crisis response services 24-hours a day, 7-days a week. The program is funded by a combination of grants from the MN. Dept of Human Service (DHS), MN Dept of Health, Joint Powers agreement with McLeod County, contract for service with Ridgeview Medical Center and reimbursements from public and private insurance products.

The demand for crisis response increases annually, and the program is now in need of an additional of employee that can meet the community need. Funds were provided in the 2021 & 2022 DHS State Crisis Response Grant contract for a .5 FTE Social Worker position needed to handle increased call demand. The cost of this new position, class C41, is \$46,105. This .5 FTE Social Worker position is fully funding by grant funds. This position is not dependent upon tax levy.

ACTION REQUESTED:

Motion to approve the addition of a .5 FTE Social Worker for the Crisis Program.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =	<input type="text"/>
DHS Crisis response grant	\$47,438.00
Total	\$47,438.00

FTE IMPACT: ▼

Insert additional funding source

Related Financial/FTE Comments:

No tax levy is required. A budget amendment will be required to adjust for current 2021 budget.

Office use only:

RBA 2021 - 7399

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Addition of a .5 FTE Social Worker position for the Mental Health Crisis Program

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
Crisis Salaries	11-480-745-0000-6111	\$47,438.00	Crisis Grant	11-480-745-0000-...	\$47,438.00
TOTAL		\$47,438.00	TOTAL		\$47,438.00

Reason for Request:

Addition of a .5 FTE Crisis Social Worker utilizing Crisis Grant Funds due increased call need.