



Carver County Board of Commissioners
 June 4, 2013
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

		PAGE
9:00 a.m.	1. a) CONVENE b) Pledge of allegiance c) Public comments (limited to five minutes)	
	2. Agenda review and adoption	
	3. Approve minutes of May 21, 2013 Regular Session	1-3
	4. Community Announcements	
9:10 a.m.	5. CONSENT AGENDA	
	<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.1 Lifeguard services agreement with Minnetonka Aquatics for Lake Waconia and Lake Minnewashta Regional Parks	4-5
	5.2 2013 Roadside right-of-way Weed spraying agreement (CP 1313)	6
	5.3 Project budget and contract approvals for West Administration elevator code repairs	7-8
	<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
	5.4 Approval of the use of BB guns for Boy Scout Pack 337 in Lake Minnewashta Regional Park	9
	5.5 Tree planting memorial & dedication at Lake Minnewashta Regional Park dog area.....	10
	<i>Culture: Provide organizational culture fostering accountability to achieve goals and sustain public trust/confidence in County government</i>	
	5.6 Convert Appraiser II FTE to Appraiser III FTE.....	11-12
	<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
	5.7 Lake Waconia Triathlon (PH&E).....	13-17
	5.8 CSAH 41 Bridge Replacement - Bevens Creek (PH&E).....	18-21
	5.9 Resolution supporting Public Health & Environment application for GreenCorps Staff.....	22-23
	<i>Finances: Improve the County's financial health and economic profile</i>	
	5.10 Resolution authorizing Social Services Employees to conduct financial transactions	24-25
	5.11 Abatements/Additions	26-27
	5.12 Review Social Services/Commissioners Warrants	NO ATT

9:10 a.m. **CONNECTIONS: Develop strong public partnerships and connect people to services and information**
6.1 Authorization to bid-Southwest Regional Trail SP 010 -090-04 28-30

9:35 a.m. **ADJOURN REGULAR SESSION**

9:35 a.m. **BOARD REPORTS**
1. Chair
2. Board Members
3. Administrator
4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

June 11, 2013	9:00 a.m. Board Work Session
June 17, 2013	5:00 p.m. Board of Equalization
June 18, 2013	2:30 p.m. Committee of the Whole
June 18, 2013	4:00 p.m. Board Meeting
June 25, 2013	9:00 a.m. Board Meeting
July 2, 2013	No Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on May 21, 2013. Chair Tim Lynch convened the session at 4:02 p.m.

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

Members absent: None

Under public participation, Nick Dimassis, Library Director, updated the Board on the Watertown Library remodeling project and anticipated reopening date. He pointed out the community's support for the project and that they were able to meet their fundraising goal.

The following amendment was made to the agenda:

5.16 State of Minnesota – Master Partnership Agreement.

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

Ische moved, Maluchnik seconded, to approve the minutes of the May 7, 2013, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Approved application for a one day to four day temporary on-sale liquor license for Augusta Ball Club for May 31, June 1 and June 2, 2013.

Approved application for an on sale liquor license for Parley Lake Winery LLP dba Parley Lake Winery.

Authorized Josh Carlyle to attend the National Association of County and City Health Officials annual meeting in Texas July 9-12, 2013.

Approved the FY 14-FY 15 Sentencing to Service contract with the State of Minnesota.

Authorized the County Engineer to advertise for bids 2013 Federal Aid Overlay Project SP 010-633-039, SP 010-651-010.

Authorized the County Engineer to advertise for bids 2013 Carver County Overlay Project CP 13-15 MR, CP 13-30 MR.

Adopted Resolution #28-13 Agreement between Carver County and the State of Minnesota for Federal Participation in Right of Way for SP 010-596-006 and authorized the Chair and County Administrator to sign the agreement subject to review by the County Attorney/Risk Management.

Approved the purchase of a new skid steer loader from Lano Equipment for \$79,306.98 less trade in of \$40,500 for a total of \$38,806.98.

Resolution #29-13, Right of Way Acquisition, CSAH 43, Project SAP 010-643-012.

Approved reducing the vacant 1.0 FTE crisis therapist position to .9 FTE and adding the remaining .1 FTE to a .8 FTE crisis therapist to create a .9 FTE crisis therapist.

Authorized the issuance of a certificate of zoning compliance (#A20130131) for the Lola's Lake Waconia ½ Marathon, 5K and Dog Day 5K event.

Resolution #30 -13, Approving the Final Plat of Manakiki.

Resolution #31-13, Transferring Planning, Zoning and Subdivision Authority to the City of Watertown for a Portion of Watertown Township.

Approved the following abatements:

30-9510460	Donald Schmidt
30-9510508	Josie Stepan
30-9520052	Julia Falla
58-6110005	Team 316 Prop & Const.
25-5321290	Corey Hoen
85-0504511	David Roy
50-1280340	Jeffrey & Jennifer Jackson
75-0503800	Charles Heldt
85-3550010	Allan & Ranae Burtman
30-4880710	Richard Boerner
25-4290540	Barbara Theisen
30-5380030	W. Thomas Booth II & Cheri Booth
30-9510169	Cari Graphenteen
30-9520107	Isaac Trainor & Caleb Trainor
75-0610170	Thomas Brennan

Resolution #32-13 Master Partnership Contract and Work Order between State of Minnesota and County of Carver.

Reviewed May 14, 2013, Community Social Services' actions/Commissioners' warrants in the amount of \$205,237.68.

Reviewed May 21, 2013, Community Social Services' actions/Commissioners' warrants in the amount of \$274,840.91.

Motion carried unanimously.

Sonja Wolter, Risk Management Specialist, introduced Kevin Balfanz with MCIT, and indicated he would be providing the 2013 member report.

Kevin Balfanz, MCIT Risk Control Manager, explained MCIT was a joint powers entity made up of counties, with 81 of the 87 counties as members. He pointed out the benefits of MCIT's risk sharing pool. He stated their mission is not only to pay claims but prevent claims and they continue to monitor exposure. Balfanz highlighted the breakdown of claims and information on the County's workers compensation claims.

He stated contributions are calculated based on loss history and it was important that they have enough money set aside to absorb unanticipated losses. Balfanz reviewed dividends given out over the last five years and indicated the MCIT Board gives out dividends when financially prudent.

He pointed out resources and educational opportunities offered to counties and the availability of the employee assistance program. Balfanz concluded by thanking the Board for being a MCIT member.

Degler moved, Workman seconded, to adjourn the Regular Session at 4:38 p.m. Motion carried unanimously.

David Hemze
County Administrator

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Lifeguard Services Agreement with Minnetonka Aquatics for Lake Waconia and Lake Minnewashta Regional Parks

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

This agreement with Minnetonka Aquatics is to provide lifeguard services at County beaches of Lake Minnewashta and Lake Waconia Regional Parks. The arrangement with Minnetonka Aquatics to provide staffing of lifeguards at County beaches continues service efficiency. The County does not hire, train and or directly supervise lifeguards. Minnetonka Aquatics provides necessary training, supervision, scheduling, and payments to lifeguards.

Over the recent years, Minnetonka Aquatics has recommended increasing the number of guarded hours by one hour each day (to close at 7 p.m.). The recommendation is based on the past two years of beach use at Lake Minnewashta and Lake Waconia Regional Parks. Summer day use visitation for the two park areas exceeds 104,000 visitations annually. The 2013 budget does not support an additional cost for an additional hour of lifeguard service per day. The recommended 2013 lifeguard services agreement continues the same level service as previous agreements. Lifeguard services will begin June 8, 2013 and will conclude August 12th for a total of (65) continuous days of service during peak beach season. Staffing is provided seven days a week weather conditions permitting. Hours of service run from 12:00 noon to 6:00 p.m. all days of the week. Cost of 2013 services is not to exceed \$33,600 acknowledged in the budget.

Minnetonka Aquatics has also provided an option for two-year contracts, allowing hourly service rates to be fixed within the language of the contract for the two year period. This contract agreement would provide savings to the County. Within the two year contract, cost of services for 2013 would reflect 2012 prices. 2014 service prices have been indicated by Minnetonka Aquatics to increase by over \$2.00 per hour. This increase in rate is result of additional training prior to the season as well as mid-season training for the lifeguards hired. Training hours for gaurds is increasing by over 100%, going from 19 hours to 44 hours per guards. Training systems have changed and increased, where all Minnetonka Aquatics staff are prepared through "Action Response Training." This training goes beyond rescue skills, training staff in preventative guarding, professionalism and problem solving. Minnetonka Aquatics has is also focused on hiring lifeguards with greater levels of experience, resulting in increased service rates.

Staff have also requested Minnetonka Aquatics provide training scenarios to include County Staff on emergency procedures and practices. This will ensure County Staff have the necessary level of understanding and involmnet as to the procedures that take place in a emergency situation.

As result of the increased rate of services with Minnetonka Aquatics, Minnetonka Aquatics has been advised that increased funding is not guaranteed and the overall hours of service will need to fit withing budget constraints. In other words, an increase in cost perhour may reduce the total number of hours in the 2014 contract as compared to 2013.

ACTION REQUESTED:

Upon review from Attorney and Risk Management Office, approve the agreement for Lifeguard services with Minnetonka Aquatics and authorize the Board Chair and County Administrator to sign the contract agreement for two years (2013 & 2014) of life guard services with Minnetonka Aquatics.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars = \$33,600.00

FTE IMPACT: None

Total \$33,600.00

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1862

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2013 Roadside Right-Of-Way Weed Spraying Agreement (CP 1313)

Primary Originating Division/Dept:

Contact: Title:

Amount of Time Requested: minutes

Presenter: Title:

Meeting
Date:

Item Type:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

This agreement is for the spraying of county road right-of-way for noxious weeds, thistles and brush. Philip's Tree Care provided us with this service in 2011 and 2012 and also assist in the GPS Data collection of weed locations.

ACTION REQUESTED:

Approve the professional service agreement between Carver County and Philip's Tree Care for 2013 Roadside Spraying with a not-to-exceed amount of \$35,500.00 and authorize the signing of the agreement subject to review by the County Attorney and Risk Management.

FISCAL IMPACT:

If "Other", specify:

FUNDING	
County Dollars =	\$40,000.00
Total	\$40,000.00

FTE IMPACT:

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1889

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Project Budget and Contract approvals for West Administration Elevator Code Repairs

Primary Originating Division/Dept: Administrative Services - Facilities

Meeting Date: 6/4/2013

Contact: Kevin Maas

Title: Facility Manager

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Facilities Services has been working on alternatives to upgrade the West Administration two-stop elevator.

Various alternatives were designed, evaluated and priced including a new free-standing elevator, cab replacement and code correction as well as the recommended code correction with cosmetic enhancements. Here is additional background regarding a new elevator versus renovation to meet current code issues: A new elevator would cost between \$250,000 and \$350,000 depending upon results of expected poor soil borings, location, and final exterior materials. Therefore, a new elevator that meets code will require relocation to another portion of the exterior of the building. Facilities and an the Elevator Service Manufacturer looked at manufacturing a new elevator car yet only gained ten inches of floor space within the car and gained no additional code enhancements. The State Building Inspector opinion is that the traction elevator is an excellent piece of machinery and for our current use will last a long time. Parts for controls are available and can be serviced. Our elevator contractor agrees. The Architect also indicated that the current minimal public use of the second floor and his discussions with the City Officials did not warrant any immediate elevator orders. Should a new elevator be added and put in at different location, the current one would be recommended to remain operating and in place. Based upon the comments of the City Building Officials and a written input from the State of Minnesota staff is recommending completing the deficiency list items and cosmetic makeover of the car's interior.

Two areas require separate contractor's to complete deficiencies. A licensed elevator service operator and general construction for building related improvements for the mechanical space. The elevator will receive an upgraded electrical system, various mechanical room updates, the elevator door will receive control upgrades and the elevator car will get new fan, lighting and surfaces.

Two contracts are recommended to be approved as result of the scope of work directed by the State Deficiency Report:

1. Amcon Construction: \$29,900
2. MN Elevator Inc. \$35,936

Both recommended contractors have existing County contracts and worked exclusively with Facilities to develop several alternatives and costing options. Other work shall be extensions of county service contracts such as Ahern Sprinklers for sprinkler head relocation.

The requested project budget is as follows and has funding available in the deferred maintenance building account:

<u>Architect/CM:</u>	\$	5,000
<u>Mechanical Room:</u>	\$	20,000
<u>MN Elevator Inc:</u>	\$	35,936
<u>General Conditions:</u>		
City/State Building Permit	\$	4,900
Contingency:	\$	4,164
TOTAL:	\$	70,000

ACTION REQUESTED:

Move to approval of the contracts between Amcon CM & MN Elevator Inc. subject to County Attorney & Risk Management along with the appropriate budget as presented.

<p>FISCAL IMPACT: <input type="text" value="Included in current budget"/></p> <p><i>If "Other", specify:</i> <input type="text"/></p> <p>FTE IMPACT: <input type="text" value="None"/></p>	<p>FUNDING</p> <table border="0"> <tr> <td>County Dollars =</td> <td style="text-align: right;"><input type="text" value="\$70,000.00"/></td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><input type="text" value="\$70,000.00"/></td> </tr> </table>	County Dollars =	<input type="text" value="\$70,000.00"/>	<input type="text"/>	<input type="text"/>	Total	<input type="text" value="\$70,000.00"/>
County Dollars =	<input type="text" value="\$70,000.00"/>						
<input type="text"/>	<input type="text"/>						
Total	<input type="text" value="\$70,000.00"/>						

Related Financial/FTE Comments:

Funding from Deferred Maintenance bond sale dollars.

Office use only:

RBA 2012- 1890

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the use of BB Guns for Boy Scout Pack 337 in Lake Minnewashta Regional Park

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="6/4/2013"/>
Contact: <input type="text" value="Sam Pertz"/> Title: <input type="text" value="Parks Supervisor"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Scout Pack 337 of the Eastern Carver County area have asked for permission from the Parks Department for the usage of BB guns in Lake Minnewashta Regional Park during their on June 8th, 2013.

Staff have met with the Scout leaders, identified specific area in the Park where this activity should be conducted if approved by the Board. Staff has also collected current Insurance information and documents, sending through to the Risk Management Office for their approval to allow the activity in the park.

It is further planned that the set-up of the BB gun range will allow for the collection and removal of all BB's discharged so as to leave the park in good condition. Additional, per recommendation of Risk Management Staff, all members of the Scout group are to sign a waiver & release developed by the County.

Similar requests have been approved in past by the Board for such activity in the Park areas by unique user groups.

The Park ordinance reads;

(F) *Firearms; dangerous weapons; fireworks.* It shall be unlawful for any person to have in their possession within a park, fire or discharge, or cause to be fired or discharged across, in, or into any portion of a park any gun or firearm, spear, bow and arrow, crossbow, sling shot, air or gas weapon, paintball gun or any other dangerous weapon or projectile, except for purposes designated by the Board in areas and at times designated by the Director;...

The requested purpose of the activity is to provide youth with experience and safe handling of BB guns.

ACTION REQUESTED:

Authorize the use of BB guns at Lake Minnewashta Park on June 8th, 2013 by Scout Pack 337.

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

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1884

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Tree Planting Memorial & Dedication at Lake Minnewashta Regional Park Dog Area

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="6/4/2013"/>
Contact: <input type="text" value="Sam Pertz"/> Title: <input type="text" value="Parks Supervisor"/>	Item Type: Consent <input type="text"/>
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: Connections: Develop strong public partnerships and connect people to services and information	

BACKGROUND/JUSTIFICATION:

Staff have been working with a group of individuals (since April - 2013) that are year-around visitors to the Off-Leash Dog Area (OLDA) at Lake Minnewashta Regional Park to accommodate their desire to donate and dedicate a tree to be planted in the dog area. The group connected with the Parks Department with this request and offer, as the remembered individual had great love and passion for the OLDA and Lake Minnewashta Park visiting often since 2009.

Staff has worked with the individuals organizing the memorial, to identify location in the Park, species of the tree, and coordination of the planting and desires of the group to care for the tree long-term.

The group will facilitate collection of the funds, purchasing the tree from local vendor, attaining any additional landscaping materials needed (mulch etc.) and will organize the delivery of the tree to the Park. The group has also communicated their desire to care for the tree long-term, requiring minimal upkeep, watering etc.

Parks Maintenance Staff will plant the tree and perform all work involved.

Contact and leader for this donation request is Sandy Ahlstrom, 6085 Riviera Ln, Shorewood 55331. She has asked Staff to plant the tree prior to June 8th which is their dedication and memorial service at Mt Olivet Church. Staff will organize the planting of tree prior to that date. Tree will arrive to the Park from the vendor between the dates of May 28th - June 5th.

ACTION REQUESTED:

Approve and accept the donation of the tree and minor landscaping materials from these individuals to accommodate their desires and enhance the natural aesthetics of the OLDA at Lake Minnewashta Regional Park.

FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text"/>				
FTE IMPACT: <input type="text" value="None"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Memorial Group - Sand...</td> <td style="width: 30%; text-align: right;">\$500.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$500.00</td> </tr> </table>	Memorial Group - Sand...	\$500.00	Total	\$500.00
Memorial Group - Sand...	\$500.00				
Total	\$500.00				

Related Financial/FTE Comments:
 none

Office use only:
 RBA 2012- 1885

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Convert Appraiser II FTE to Appraiser III FTE

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Assessment"/>	Meeting Date: <input type="text" value="6/4/2013"/>
Contact: <input type="text" value="Mark Lundgren"/> Title: <input type="text" value="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: Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government	

BACKGROUND/JUSTIFICATION:

Conversion of current Appraiser II position to an Appraiser III. The new position will perform high-level technical (hardware and software) research and analysis for all departments within the Taxpayer Services and Property Records Division. In addition this position will perform appraisal reviews, data input, valuation and verification on their assigned neighborhoods and also assist in the review and analysis of tax court petitions.

This will be an internal posting and result in a pay increase from an Appraiser II (Grade 11) @ \$19.25-\$28.60 to an Appraiser III (Grade 12) @ \$20.73-\$30.81. Impact will be approximately 5-9% increase and covered by an internal budget adjustment.

ACTION REQUESTED:

Approval to create an Appraiser III position and eliminate an Appraiser II position.

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

Related Financial/FTE Comments:
 See comment in Background/Justification.

Office use only:

RBA 2012- 1887

Budget Amendment Request Form



Agenda Item:

Convert Appraiser II FTE to Appraiser III FTE

Department:
t:

Meeting Date: 6/4/2013

Requested By:

Mark Lundgren

Fund:

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

Description of Accounts	Acct #	Amount
Salaries & wages	01-047-000-0000....	\$4,300.00
TOTAL		\$4,300.00

Description of Accounts	Acct #	Amount
Gasoline	01-047-000-0000....	\$4,300.00
TOTAL		\$4,300.00

Reason for Request:

Conversion of current Appraiser II position to an Appraiser III, covered by internal budget adjustment.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Lake Waconia Triathlon (PH&E)

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

File #A20130137. The Lake Waconia Triathlon Committee is requesting approval of a Special Event Permit for their 24th Annual event. The one-day event will be conducted on June 30, 2013, from 6:00 am - 1:00 pm. The swimming, biking and running course begins and ends at Lake Waconia Regional Park and portions of the course are conducted on streets within the City of Waconia and County Roads in the surrounding townships including, Waconia, Laketown, and Watertown.

The applicant has submitted copies of a certificate of insurance naming Carver County as a certificate holder, an agreement with the Sheriff's Office for Law Enforcement Services, as well as copies of correspondence related to Carver County Water Patrol, Carver County Public Works, Parks Department, surrounding townships and communities.

ACTION REQUESTED:

A motion authorizing the issuance of a Certificate of Zoning Compliance (#A20130137) for the Lake Waconia Triathlon event.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

Office use only:

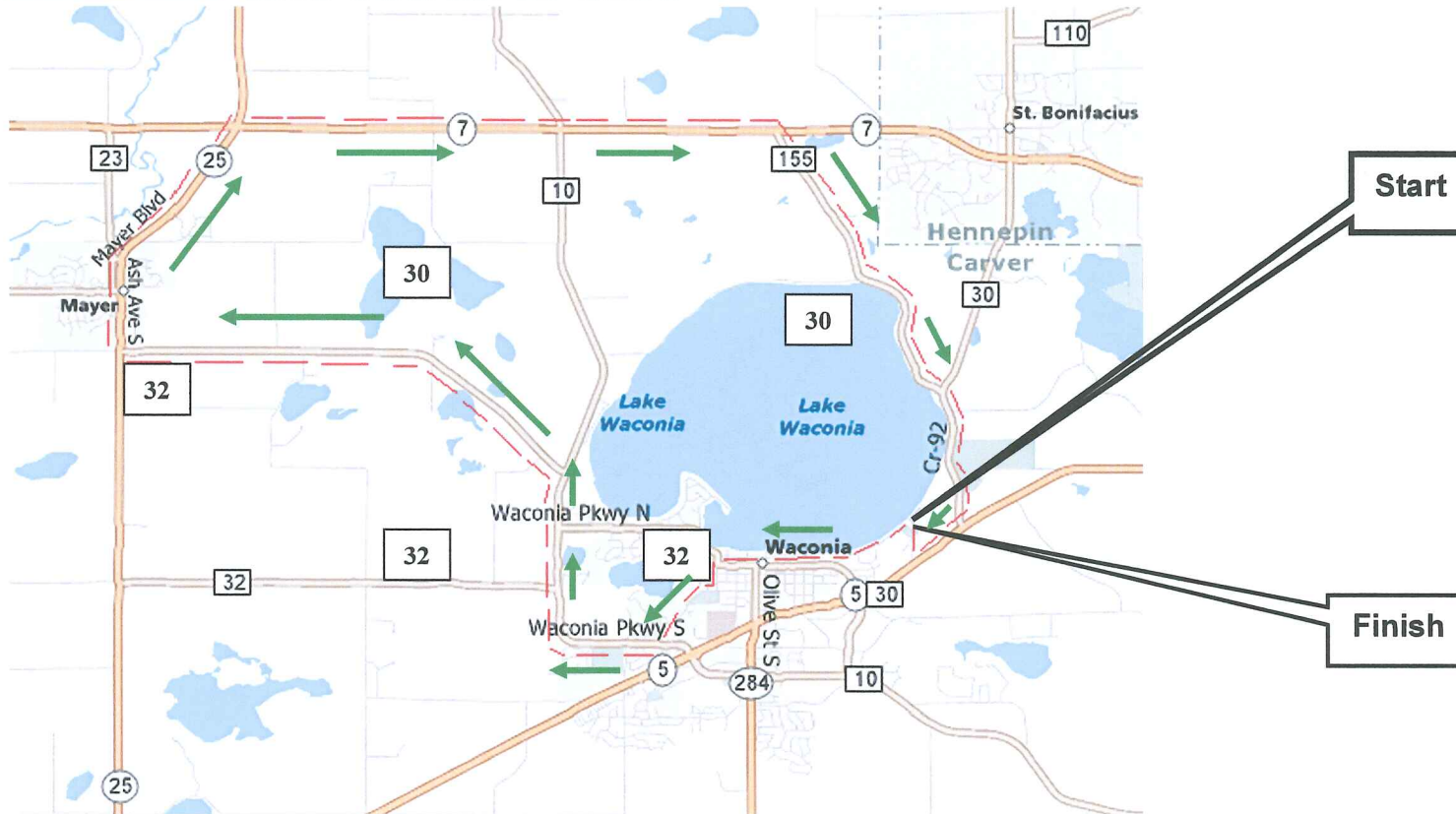
RBA 2012- 1850



LAKE WACONIA TRIATHLON

JUNE 30, 2013 ♦ 8:30 AM

Bike Course: 20 Miles



LAKE WACONIA TRIATHLON

JUNE 30, 2013 ♦ 8:30 AM



Run Course: 4 miles



COUNTY OF CARVER
CERTIFICATE OF ZONING COMPLIANCE

FILE/CERTIFICATE # A20130137

DATE ISSUED: June 4, 2013

TYPE OF CERTIFICATE: ONE TIME SPECIAL EVENT- LAKE WACONIA TRIATHLON

This permit certificate is issued for the Annual Lake Waconia Triathlon to be held on June 30, 2013, in Waconia, Watertown, and Laketown Townships as described on the approved site plan, pursuant to Chapter 152, section 152.074 B6 of the Carver County Code. **This certificate is issued to:**

**Lake Waconia Triathlon
Jeff Schnobrich
304 William Lakeshore Drive
Waconia, MN 55387**

And is not transferable to another person or to another parcel of property.

Purpose of Certificate: To certify that the permittee and/or organization to which this certificate is issued is permitted and authorized to hold the Lake Waconia Triathlon on June 30, 2013. The event shall take place in Waconia, Watertown, and Laketown Townships in accordance with the conditions listed on this permit and in accordance with Chapter 152, Section 152.074 B6 of the Carver County Code.

THE FOLLOWING CONDITIONS ARE ATTACHED AND MUST BE COMPLIED WITH:

1. The Permit is valid for Sunday, June 30, 2013, only.
2. The event must be conducted in accordance with the Operational Plan & Site Maps attached hereto.
3. There shall be at least (2) extra bathroom satellites during the event.
4. The sponsors are responsible to clean up all excess trash and litter throughout the park during and after the event.
5. The permit shall conform to Carver County Public Works requirements. The Public Works Department shall be notified about the proposed use of the county roads and signage for the street closing. PLEASE NOTE: this permit does not allow for painting directional arrows or other defacing of the County roadways.
6. The permit shall conform to Carver County Sheriff Department requirements. The permittee shall contract County Sheriff's Deputies for the event. As well as 2-4 volunteers for each intersection along the course.
7. The permittee shall coordinate with the Carver County Sheriff's Department and Waconia Fire Department to provide a Water Rescue Team during the swimming portion of the Triathlon.
8. All parking shall be in the Lake Waconia Events Center and the Lake Waconia Regional Park. The number of participants and spectators shall be governed by the parking spaces available in these two sites.
9. Emergency vehicle access must be provided within the staging areas of the event and throughout the race route.

10. The permittee shall inform surrounding residents of the date of the event, any hours that the road may be closed and alternate routes that may be used during the event. Notification shall be provided prior to the event.
11. The permittee shall sign and submit the Carver County Waiver of Liability form prior to the event.

Amanda Schwabe
Associate Planner

THIS CERTIFICATE IS ISSUED FOR JUNE 30, 2013 AND IS NOT EFFECTIVE UNTIL SIGNED:

I HAVE READ THE ABOVE CONDITIONS AND AGREE TO FOLLOW THEM. I REALIZE THAT FAILURE TO ABIDE BY THE CONDITIONS IS A VIOLATION OF THE ZONING ORDINANCE. I AGREE THAT THE ZONING ADMINISTRATOR OR A DESIGNATED REPRESENTATIVE MAY ENTER UPON THE SUBJECT PROPERTY TO CHECK FOR COMPLIANCE OR FOR REVIEW PURPOSES. I ALSO UNDERSTAND THAT THIS IS NOT A BUILDING PERMIT AND THAT OTHER PERMITS MAY BE REQUIRED.

Signature of Certificate Holder

Date

Carver County Board of Commissioners Request for Board Action



Agenda Item:

CSAH 41 Bridge Replacement - Bevens Creek (PH&E)

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

File # PZ20130009. Carver County Public Works is in the process of replacing the CSAH 41 bridge across Bevens Creek, located in Section 29 of Dahlgren Township. The Planning Commission has recommended approval of a Conditional Use Permit (CUP) for the project, which is a requirement due to the floodplain regulations. The existing timber bridge would be replaced with a concrete bridge. The Mn/DNR has reviewed the plans and does not require a permit. The project would meet the applicable zoning and water management standards. The Dahlgren Town Board has also recommended approval of the request.

ACTION REQUESTED:

A motion adopting findings of fact and issuing Order #PZ20130009 for the issuance of a Conditional Use Permit.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

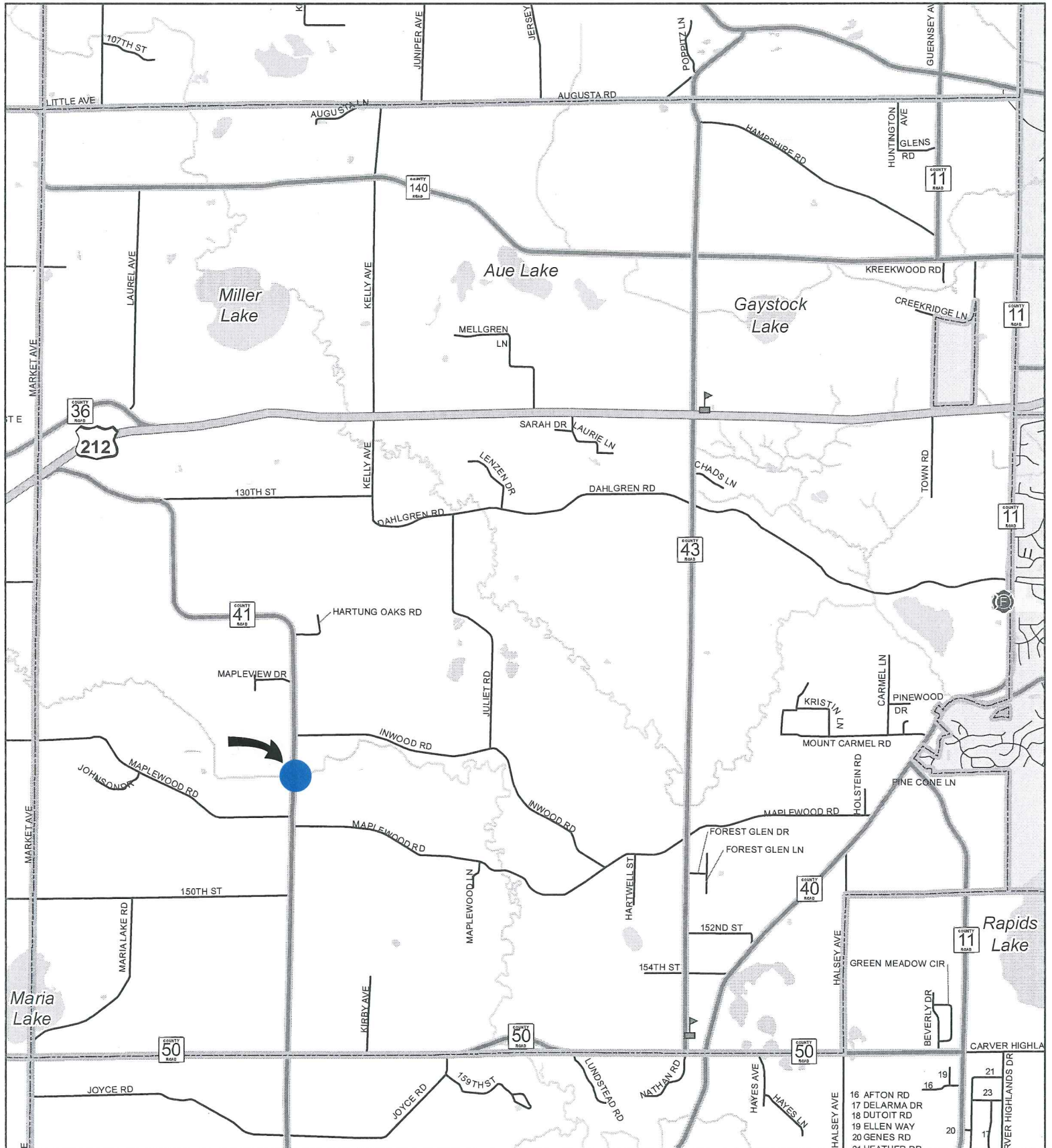
Total

Related Financial/FTE Comments:

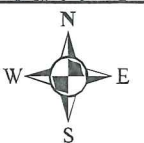
Office use only:

RBA 2012- 1886

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.



COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20130009

RESOLUTION #: 13-04

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

FILE #: PZ20130009

OWNER/APPLICANT: Carver County Public Works (Bill Weckman)

SITE ADDRESS: Proposed CSAH 41 Bridge Replacement

PERMIT TYPE: Conditional Use, Floodplain District (Roads & Bridges)

PURSUANT TO: County Code, Chapter 152, Section(s) 152.147 C (4)(6)

LEGAL DESCRIPTION: See attached Exhibit A

PARCEL #: 04.0010710

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of May 21, 2013; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Carver County Public Works is in the process of replacing the CSAH 41 bridge, located in the N ½ of Section 29 of Dahlgren Township. The site is located in the Ag Zoning District, Shoreland Overlay District (Bevens Creek), Floodplain Overlay District and the Carver County WMO.
2. Public Works is proposing to replace the existing timber bridge with a concrete bridge. The project location is, approximately 3.25 miles to the south of Hwy 212. The project will require work within Permanent, Temporary, and Drainage Easements (PE, TE & DE), adjacent to the road right-of way, and the placement of fill material in the floodplain (floodway) of Bevens Creek.
3. The applicant is requesting a Conditional Use Permit (CUP) pursuant to Section 152.147 of the Carver County Zoning Code.
4. Pursuant to the Carver County Zoning Code, Essential Services - Section 152.051 D, public roads, street, and highways are permitted uses. The majority of the CSAH 41 bridge project meets the permitted use Essential Services criteria; however, the floodplain regulations necessitate the approval of a conditional use.
5. The proposed project meets the standards of the Zoning Code, for a CUP in the floodplain. The site is located in Zone A, which means the floodway and flood fringe of the floodplain have not been delineated. It has been determined that the placement of fill for the bridge/road will not cause an unauthorized increase in the stage of the 100-year or regional flood or cause an increase in flood damages in the reach or reaches affected. The Hydraulic Engineer's recommendation (Ron Benson, Stantec, Inc.) indicates a 0.02 foot flood stage increase; however, based on the applicable floodplain standards, up to a 0.50 foot stage increase is allowable (i.e. it is already factored into the regulatory flood stage analysis).

6. The Carver County Planning and Water Management Department (CCWMO) and Carver Soil & Water Conservation District (SWCD) have reviewed and approved the project with respect to site stabilization and Best Management Practices (BMP's). SWCD will be facilitating a pre-construction meeting and providing monitoring of the construction activities at the site. Carver County has water monitoring equipment at this location, so it would need to be removed before work begins.
7. The Mn/DNR has reviewed the project and has determined that a DNR permit (authorization) is not required.
8. The Dahlgren Town Board has reviewed and recommended approval of the request during their May 13, 2013 Town Board meeting.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends approval of the CSAH 41 bridge replacement project with the following conditions attached:

1. The permit is subject to administrative review. The final construction plans and site plans shall be considered part of this permit. The bridge replacement activities must be conducted in conformance with the approved plans.
2. Permittee shall comply with the Carver County WMO approval letter, dated March 20, 2013, which shall also be attached and considered part of this permit.

ADOPTED by the Carver County Planning Commission this 21st day of May, 2013.

John Fahey,
Planning Commission Chair

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution Supporting Public Health & Environment Application For GreenCorps Staff

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Environ. Svc."/>	Meeting Date: <input type="text" value="6/4/2013"/>
Contact: <input type="text" value="Michael Lein"/> Title: <input type="text" value="Env. Services 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 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 Minnesota Pollution Control Agency [MPCA] administers a program called "Minnesota GreenCorps". The program's stated goal is "to preserve and protect Minnesota's environment while training a new generation of environmental professionals." It is part of the larger federal "AmeriCorps" program. The program places AmeriCorps members with host organizations to assist in addressing a variety of statewide environmental needs.

Environmental Services has participated in the program in the past, hosting a staff person for the 2010-2011 program year. Environmental Services submitted an application for the 2013 – 2104 program year and has been chosen as a finalist. There is a high likely hood that we will be selected to host a GreenCorps member.

The only costs to Carver County are some limited training, incidental expenses, and office space/equipment. GreenCorps members are paid a salary via the AmeriCorps program. This is a very beneficial program as it provides a college graduate level staff person for 11 months. The GreenCorps member can thus become more involved in longer term projects and play a bigger role in implementing solid waste programs than a short term intern. In this case, the GreenCorps person would be involved with assisting area schools in setting up or expanding organic waste composting and recycling programs, assisting with in-house and Parks Department recycling and composting programs, and increasing event recycling. These programs are identified by the State and the Carver County Solid Waste Master Plan as high priorities.

We have received letters of support from three local school districts and the Carver County Parks Department. These were included in the application. The MPCA also requires that finalists submit a resolution of support from their governing body. Attached is a County Board Resolution expressing support for the application and naming Public Health & Environment Division Director Randy Wolf as responsible for signing the GreenCorps agreement. The agreement will be subject to the usual Legal and Risk Management review.

ACTION REQUESTED:

Approve Resolution of Support for GreenCorps application.

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

Related Financial/FTE Comments:
 Minor training, mileage, and incidental expenses will be paid for from existing Env. Services budgets. The GreenCorps member will not be a employee of Carver County and will not impact existing FTE's.

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE _____

RESOLUTION NO. _____

MOTION BY COMMISSIONER _____

SECONDED BY COMMISSIONER _____

WHEREAS, the Environmental Services Department of the Carver County Public Health & Environment Division has applied to host an AmeriCorps member from the Minnesota GreenCorps, a program of the Minnesota Pollution Control Agency (MPCA), for the 2013-2014 program year; and

WHEREAS, if the MPCA selects Carver County Environmental Services, the organization is committed to implementing the proposed project as described in the host site application, and in accordance with pre-scoped position description; and

WHEREAS, the MPCA requires that Carver County Environmental Services enter into a host site agreement with the MPCA that identifies the terms, conditions, roles and responsibilities;

BE IT RESOLVED THAT Carver County through the Public Health & Environment Division hereby agrees to enter into and sign a host site agreement with the MPCA to carry out the member activities specified therein and to comply with all of the terms, conditions, and matching provisions of the host site agreement and authorizes and directs Mr. Randy Wolf, Public Health & Environment Director, to sign the grant agreement on its behalf.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the ___ of _____, 2012, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution Authorizing Social Services Employees to Conduct Financial Transactions

Primary Originating Division/Dept: <input type="text" value="Community Social Services"/>	Meeting Date: <input type="text" value="6/4/2013"/>
Contact: <input type="text" value="Gary Bork"/> Title: <input type="text"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

The Community Social Services Division is required to conduct financial transactions pursuant to state statutes. One type of transaction is collections. The Division routinely files claims against the estate of persons who received Medical Assistance in their lifetime. The Division is specifically authorized to collect from these estates pursuant to Minnesota Statutes 256B.15. Sometimes those assets are in the form of stocks, bonds, etc. The Financial Institutions that hold these assets may require a greater form of identification than our standard "Affidavit For Collection of Personal Property." This resolution is the first steps in providing that identification by having our Board clearly authorize employees that can conduct financial transactions on behalf of Community Social Services. Those employees are currently, Gary Bork, Director, Charles Churchill, Administrative Support Manager, Denise Heckmann, Accounting Supervisor and Kathleen Doheny, Collections Officer. Our bank, currently Klein Bank can then provide the appropriate certification for the financial institution that holds that asset.

ACTION REQUESTED:

To approve the Resolution authorizing the named employees to conduct financial transactions for the Carver County Community Social Services Division.

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

Related Financial/FTE Comments:

The current asset that the Division is collecting on is stocks valued over \$40,000.

Office use only:

RBA 2012- 1882



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____ Resolution No.: _____

Motion by Commissioner: _____ Seconded by Commissioner: _____

WHEREAS, the state of Minnesota requires Counties to administer public assistance and social services; and

WHEREAS, the County of Carver, State of Minnesota, has established the Community Social Services Division to administer the public assistance and social services functions required by Minnesota Statutes ; and

WHEREAS, the County of Carver has designated the Community Social Services Director to direct the operations of the Community Social Services Division; and

WHEREAS, the Carver County Board of Commissioners has appointed Gary Bork to be the Community Social Services Director for an indefinite term; and

WHEREAS, the County of Carver has delegated to the Community Social Services Director to appoint Department Managers, Unit Supervisors and Employees to carry out the public assistance and social services functions required by Minnesota Statutes; and

WHEREAS, the Community Social Services Director has appointed Charles Churchill, Administrative Support Manager, Denise Heckman, Accounting Supervisor and Kathleen Doheny, Collections Officer;

WHEREAS, the above named employees need to be able to conduct financial transactions, including collections, for the Community Social Services Division; and

NOW, THEREFORE BE IT RESOLVED, Carver County Board of Commissioners authorize the above named employees to conduct financial transactions on behalf of the Carver County Community Social Services Division.

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

**STATE OF MINNESOTA
COUNTY OF CARVER**

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the _____ day of _____, 2010, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of _____, 20_____

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Abatements/Additions

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Abatements per attached listing.

ACTION REQUESTED:

Recommend to approve.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$124.06
------------------	-----------------

	\$305.94
--	----------

FTE IMPACT:

Total	\$430.00
--------------	-----------------

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1883



**CARVER
COUNTY**

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

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

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

**Abatements presented to the
Carver County Board of Commissioners
June 4, 2013**

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

Payable Year	Parcel Number	Name	Reason for Abatement	Original Tax Amount	Adjusted Tax Amount	County Dollars Adjusted	Total Amount of Adjustment
2013	85.0100300	Jerome A. & Kathleen M. Berg Trustees of Trusts	Omitted Parcel	0	\$430.00	\$124.06	\$430.00
			Totals	0	\$430.00	\$124.06	\$430.00

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Authorization to Bid-Southwest Regional Trail SP 010 -090-04

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="6/4/2013"/>
Contact: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/>	

Strategic Initiative:

Connections:

BACKGROUND/JUSTIFICATION:

In 2009, Carver County made application to the Surface Transportation Program to partially fund construction of two trail segments of the Southwest Regional Trail. Carver County was awarded \$436,000 in federal funds for the project for 2013. The project constructs 1/3 of a mile trail linking the Minnesota River Bluffs Regional Trail at County Road 62 to an existing trail on Engler Blvd. The second segment of trail connects Kirke-Lachen Park in Victoria to the Minnetonka Regional Trail a distance of just over ¼ of a mile. These trail segments would be constructed and paved at a 10-12 foot width. This is a collaborative project between the agencies of the City of Chaska, City of Victoria, Three Rivers Park District and Hennepin County Regional Railroad Authority for agreements and permits to construct the trail on lands owned or managed by these entities. Carver County is the lead agency.

Joint powers agreements with the cities of Chaska and Victoria outline cost participation and maintenance arrangements for the trail.

A 30 year maintenance agreement is requested with Three Rivers Park District for them to maintain a Carver County owned 500' segment of 10'-wide trail and a 640' segment of trail that is expanded to 12' wide (2' in width beyond standard) on land permitted to Three Rivers Park District by Hennepin County Regional Railroad Authority. Both segments are in the City of Victoria.

Hennepin County Regional Railroad has authorized a Right of entry permit for the project on land they own within the City of Victoria.

An assignment of a lease for a billboard sign is needed. Land that is being purchased in Chaska for the project has a billboard and lease agreement for the billboard. This lease agreement needs to be transferred to the County who will own the property. It is planned that the lease will be allowed to expire at the end of its term.

Plans for the project are complete and awaiting final approval by MN DOT, once the right-of-way Certificate #1 is acquired.

The estimated land acquisition and construction cost is \$637,275.35

Funding is to be provided as listed below:

Federal Transportation Enhancement Funds	\$423,369.60
Parks and Trails Funds SG 2011-106	\$60,058.17
Metropolitan Council Acquisition Opportunity Funds	\$74,223.75
City of Victoria	\$38,747.
City of Chaska	\$40,876.83
Total	\$637,275.35

ACTION REQUESTED:

- 1) Upon review and approval of the County Attorney and Risk Management Offices approve Joint powers Agreement with the City of Chaska and authorize Board Chair to sign.
- 2) Upon review and approval of the County Attorney and Risk Management Offices approve, Joint powers Agreement with the City Victoria and authorize Board Chair to sign.

3) Upon review and approval of the County Attorney and Risk Management Offices approve Maintenance Agreement with Three Rivers Park District for maintenance of the trail segment operated by Carver County and authorize Board Chair to sign.

4) Upon review and approval of the County Attorney and Risk Management Offices approve Right of Entry Permit with Hennepin County Regional Railroad Authority and Authorize the Board Chair to sign.

5) Upon review and approval of the County Attorney and Risk Management Offices approve the assignment of lease agreement for the billboard sign located on right-of-way to be purchased for the project and authorize the Board Chair to sign.

6) Upon securing Right-of-Way Certificate #1, authorize advertisement for Bid project SP 10-090-04.

FISCAL IMPACT: Included in current budget
 If "Other", specify:

FTE IMPACT: Increase budgeted staff

FUNDING

County Dollars =	\$0.00
Federal	\$423,369.60
SG -2011-106	\$60,058.17
Metropolitan Council	\$74,223.75
City of Victoria	\$38,747.00
City of Chaska	\$40,876.83
Total	\$637,275.35

Related Financial/FTE Comments:

The current estimate for constructing the project is slightly under federal funding award amount. Federal funds are to cover 80 % of the construction cost and 20% comes from local funding sources. This explains the difference between the \$423,369.6 as shown in the funding table and \$436,000 grant award as mentioned in the background/justification section. The actual cost will be determined by contract with a bidder.

Office use only:

RBA 2012- 1902

Budget Amendment Request Form



Agenda Item:

Authorization to Bid-Southwest Regional Trail SP 010 -090-04

Department Public Works - Parks

t:

Meeting Date: 6/4/2013

Fund:

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

Requested By:

Francis Kerber

Description of Accounts	Acct #	Amount
SP 010-090-004 FEDERAL	34-524-514-0000-...	\$423,369.60
SP 010-090-004 CITY / STATE	34-524-514-0000-...	\$153,847.58
SP 010-090-004 GRANT SG-2011-106	34-524-514-5013-...	\$60,058.17
TOTAL		\$637,275.35

Description of Accounts	Acct #	Amount
SP 010-090-004 CONST	34-524-514-0000-...	\$577,217.18
SP 010-090-004 GRANT CONST	34-524-514-5013-...	\$60,058.17
TOTAL		\$637,275.35

Reason for Request: