

Committee of the Whole Meeting  
 May 21, 2013  
 2:30 p.m.  
 Oak Lake Conference Room



Carver County Board of Commissioners  
 May 21, 2013  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

4:00 p.m.	1.	<ul style="list-style-type: none"> <li><b>a) CONVENE</b></li> <li><b>b) Pledge of allegiance</b></li> <li><b>c) Public comments (limited to five minutes)</b></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of May 7, 2013 Regular Session .....	1-3
	4.	Community Announcements	
4:05 p.m.	5.	<b>CONSENT AGENDA</b>	
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
	5.1	Application for one day to four day temporary on-sale liquor license for Augusta Ball Club .....	4
	5.2	Issue new on-sale liquor license for Parley Lake Winery, LLP dba Parley Lake Winery.....	5
	5.3	Approval of out-of-state travel to National Association of County and City Health Officials (NACCHO) Annual Meeting .....	6
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.4	Sentencing to Service contract .....	7
	5.5	Authorize advertisement for bids for 2013 Federal Aid Overlay Project SP 010-633-039; SP 010-651-010 .....	8
	5.6	Authorize advertisement for bids for 2013 County Overlay Project CP 13-15 MR, CP 13-30 MR .....	9
	5.7	State of MN Agency Agreement #03326 for federal participation in right of way for Carver Park and Ride .....	10
	5.8	Purchase of skid steer loader in Public Works .....	11
	5.9	Right-of-Way Acquisition for SAP 010-643-012 - CSAH 43 Bridge Replacement .....	12-13
		<i>Culture: Provide organizational culture fostering accountability to achieve goals and sustain public trust/confidence in County government</i>	
	5.10	FTE changes for crisis therapist position .....	14

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

5.11 Lola's Lake Waconia ½ marathon, 5K and Dog Day 5K ..... 15-18  
5.12 Final plat approval for Manakiki..... 19-21  
5.13 Watertown City/Township Orderly annexation agreement ..... 22-26

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

5.14 Abatements/additions ..... 27-28  
5.15 Review Social Services/Commissioners Warrants ..... NO ATT

- 4:10 p.m. 6. **CONNECTIONS: Develop strong public partnerships and connect people to services and information**  
6.1 MCIT (Minnesota Counties Intergovernmental Trust) Annual Member Report..... 29

4:35 p.m. **ADJOURN REGULAR SESSION**

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

David Hemze  
County Administrator

**UPCOMING MEETINGS**

May 28, 2013	9:00 a.m. Board Meeting
June 4, 2013	9:00 a.m. Board Meeting
June 11, 2013	9:00 a.m. Board Meeting
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

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on May 7, 2013. Chair Tim Lynch convened the session at 9:00 a.m.

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

Members absent: None

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

Ische moved, Maluchnik seconded, to approve the minutes of the April 23, 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 the purchase of a 2013 Ford Super Duty F350 in Public Works for \$43,311.00 using the State contract.

Approved the purchase of two tandem axle trucks for Public Works for a total of \$518,250 using the State contract and related budget amendment.

Awarded contract to Henry G. Meigs, LLC in the amount of \$158,239.92 for the supply of bituminous material for the 2013 County wide seal coat program.

Authorized the County Engineer to advertise for bids for the replacement of Bridge #L2784 on CSAH 41.

Approved contract with Laketown Electric subject to County Attorney/Risk Management and related budget amendment.

Appointed Lisa Gjerde to a three year term on the Carver County Mental Health Advisory Committee.

Reappointed Lyndon Robjent as the Carver County Engineer to a four year term expiring December 31, 2017.

Approved Memorandum of Agreement outlining seniority rights and definitions for part-time attorneys covered by the collective bargaining agreement.

Authorized the issuance of a Certificate of Zoning Compliance (#A20130101) for the May 19, 2013, St. Peter Lutheran Church Maifest celebration.

Professional services agreement with Kenney & Graven for \$100,000 and authorized Chair and

Administrator to sign the agreement subject to contract review by County Attorney/Risk Management.

Approved the following abatements:

85-5350340	State of Minnesota
75-5180240	Robert Leiner
85-4520170	Julie Ann & Mark Lyrek
06-0130800	Rachel & Terry Shanahan
25-4261408	Kerri Ronning
25-7260010	Mary Jo Walton
85-2900110	Richard & Gretchen Kadle
30-4600180	Brian Marquardt
65-3130130	Stanley Adams & A. Jeanne Schulze
85-4450420	Michel Steffen (fka Michel Pobuda)
58-7250110	Justin Nelson & Nicole Kenison
30-6880010	Brian Behrens
20-1412208	Michelle Farsund & Brian Hall
25-6470250	Marco Rasgattino & Claudia Luna
65-5620150	Joshua Ronken & Margaret Spence-Ronken
30-9510411	Mobile Home Minnesota/Brandondale-CMH
30-9510411	Mobile Home Minnesota/Brandondale-CMH
30-9510352	Koren Schonning
30-9510299	Nathan Zellmann
30-9510073	Edi Alfonso Hernandez
30-9510328	Brittany Petrikov
30-9510496	Eric Miller
85-9520003	Matthew Viestenz
30-9510505	Jose Alfredo Montes & Rubycel Sosa
30-9520102	Matthew Vandergon

Resolution #27-13, Certificate of County Board of Classification of Forfeited Lands.

Reviewed April 30, 2013 Community Social Services' actions/Commissioners' warrants in the amount of \$272,774.77

Reviewed May 7, 2013 Community Social Services' actions/Commissioners' warrants in the amount of \$163,083.52

Motion carried unanimously.

Nick Kuktavy, Administrative Services, requested the Board recognize employees reaching 5, 10, 15, 20, 25 and 30 years of service. Service pins were presented to those employees reaching 25 and 30 years of service.

The Board recognized and thanked those employees that reached these milestones.

Koktavy requested the Board recognize the 2013 Public Employee Excellence award nominees and present the awards. He explained the program's background and stated the program recognized excellence in the categories of customer service, innovation and teamwork.

Mike Lein read the nominees for the customer service award and stated the 2013 award went to Marlene Slavik in Community Social Services. Perry Clark highlighted individuals nominated for the innovation award and indicated the 2013 award went to Nancy Southorn in Information Services. Lynn Boraas reviewed nominations for the teamwork award and indicated the 2013 award went to the Mayer/New Germany Recycling Site Project Team.

The Board congratulated the nominees and award recipients for 2013.

Steve Taylor, Administrative Services, requested the Board approve revisions to the Administrative Policy Manual. He explained this was last updated in 2011. He stated the revisions includes clarifying language and reflects changes in the County's operations, industry trends and best practices.

Nick Koktavy, Administrative Services, highlighted changes to sections related to County auctions, government ethics, donations, contracts, meeting rooms/displays, tobacco use, and data practices.

Taylor reviewed the new policy related to local preference. He noted they have been actively soliciting bids from local businesses but when there is a tie, the bid would go to the local business or the local business would be allowed to match the price if within ten percent of the low bid. He noted the need to balance being competitive while at the same time looking out for local businesses.

He explained the policy related to electronic email would allow the County to better manage its electronic resources. He reviewed the proposed new policy related to mobile communications and highlighted the three choices related to cell phone use. Taylor also pointed out the cyber security policy that was added to protect the County's infrastructure.

Degler moved, Maluchnik seconded, to approve the revisions to the Administrative Policy Manual as presented. Motion carried unanimously.

Ische moved, Workman seconded, to adjourn the Regular session at 9:50 a.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:**

**Application for 1 Day to 4 Day Temporary On-Sale Liquor License for Augusta Ball Club**

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Amount of Time Requested:  minutes

Presenter:

Title:

Attachments:  Yes  No

Strategic Initiative:

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

**BACKGROUND/JUSTIFICATION:**

April Wichterman on behalf of Augusta Ball Club, 5950 Hampshire Road, Chaska, has applied for a 1 Day to 4 Day Temporary On-Sale Liquor License for a three day event they have planned for May 31, June 1 and June 2, 2013. The event will be held in the Ball Park meeting house. The Officers are: Keith Wickenhauser/President, Charles Wickenhauser/Vice-President, Julie Eiden/Secretary and April Wichterman/Treasurer. There are no delinquent real estate taxes on this property.

**ACTION REQUESTED:**

Board approval of the application for a 1 Day to 4 Day Temporary On-Sale Liquor License for Augusta Ball Club for Friday, Saturday and Sunday May 31, June 1 and June 2, 2013.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

License fee for 1 Day to 4 Day Temporary On-Sale Liquor License is \$100.00 per event.

*Office use only:*

RBA 2012- 1853

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Issue new On-Sale Liquor License for Parley Lake Winery, LLP dba Parley Lake Winery**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	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:**  
 Connections: Develop strong public partnerships and connect people to services and information

**BACKGROUND/JUSTIFICATION:**

Parley Lake Winery owners Steven Zeller, President and Lindley Deardorff, Chairman have applied for an On-Sale Liquor License. There is no restaurant at the winery so this application is allowed under their Farm Winery License with the state. This license will be pro-rated from 6-1-13 to 10-31-13. They will then need to apply for an annual renewal for dates 11-1-13 to 10-31-14, which are Carver County's standard liquor license renewal dates. Parley Lake Winery is located at 8350 Parley Lake Road, Waconia (parcel 07.8000050). There are three other properties (07.8000040, 07.8000060 & 07.8000070) that are included in the license. None of the four properties have delinquent taxes.

**ACTION REQUESTED:**

Approval of application for an On-Sale Liquor License for Parley Lake Winery LLP dba Parley Lake Winery.

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

**Related Financial/FTE Comments:**

On-Sale Liquor License Fee (pro-rated 6-1-13 to 10-31-13): \$833.35

*Office use only:*

RBA 2012- 1840

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of out-of-state travel to National Association of County and City Health Officials (NACCHO) Annual Meeting**

Primary Originating Division/Dept: <input type="text" value="Public Health &amp; Environment - Public Health"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Marcee Shaughnessy"/> Title: <input type="text"/>	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: Communities: Create and maintain safe, healthy, and livable communities	

**BACKGROUND/JUSTIFICATION:**

The National Association of County and City Health Officials (NACCHO) Annual Conference is the largest gathering of local health department leaders and other public health professionals in the United States. The 2013 NACCHO Annual Conference and pre-conference workshops will take place in Dallas, TX, on July 9–12 at the Omni Dallas Hotel. The theme is “Public Health by the Numbers. Our Story. Our Time. Our Future.” The conference will explore the story of public health and the future of the professionals who work every day to promote the health and safety of all people.

NACCHO has identified Josh Carlyle, from Carver County Public Health & Environment, “as an individual who could contribute greatly to our workshops at NACCHO Annual.” In acknowledgement of this, NACCHO has extended a travel scholarship to Josh Carlyle to attend this meeting.

All meeting expenses, including transportation expenses to and from facilities in Dallas, TX, hotel accommodations (and taxes), airport parking expenses, meals and incidentals, will be paid by NACCHO.

**ACTION REQUESTED:**

Approval for Josh Carlyle to attend the National Association of County and City Health Officials annual meeting in Dallas, Texas, July 9 – 12, 2013.

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

**Related Financial/FTE Comments:**

All meeting expenses, including transportation expenses to and from facilities in Dallas, TX, hotel accommodations, (and taxes), airport parking expenses, and meals/incidentals, will be paid by the National Association of County and City Health Officials.

*Office use only:*

RBA 2012- 1867



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Sentencing To Service (STS) Contract Review & Approval**

Primary Originating Division/Dept: <input type="text" value="Court Services"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="John Klavins"/> Title: <input type="text" value="Court Services Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value="Court Services Director"/>	
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Carver County has contracted for STS services with the MN Department of Corrections since 1990. The STS Program provides Carver County and the District Court with a structured and supervised community-based correctional program where offenders can complete thousands of hours each year of work projects. The County benefits, along with other local municipalities and some non-profit agencies, from the labor provided by lower risk offenders who are completing Court sentences and probation conditions. Adult STS participants are able to avoid more costly jail sentences, continue to remain in treatment programs, and maintain employment. STS also offers an alternative for shorter-term juvenile correctional placements for certain youthful offenders, which often can cost over \$200 per day. Over the past few years STS crews have worked directly with Carver County Parks, Public Works, Environmental Services, Facilities, Sheriff's Office, Three Rivers Park District, and many cities and townships in the County. The State of Minnesota covers 25% of the total cost of the program each year, including management and training for crew leaders, maintenance of vehicles and equipment, fuel costs, insurance and liability. Court Services has also been able to receive some additional revenue to support this program by contracting 30 days of service each year with Three Rivers Park District, and through user fees.

**ACTION REQUESTED:**

Motion to Approve the FY14 - FY15 Sentencing To Service (STS) Contract with the State of Minnesota

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> <b>County Dollars =</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">07/01/13 - 6/30/14</td> <td style="width: 30%; text-align: right;">\$58,155.76</td> </tr> <tr> <td>07/01/14 - 6/30/15</td> <td style="text-align: right;">\$58,155.74</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$116,311.50</b></td> </tr> </table>	07/01/13 - 6/30/14	\$58,155.76	07/01/14 - 6/30/15	\$58,155.74	<b>Total</b>	<b>\$116,311.50</b>
07/01/13 - 6/30/14	\$58,155.76						
07/01/14 - 6/30/15	\$58,155.74						
<b>Total</b>	<b>\$116,311.50</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>							
Related Financial/FTE Comments: <input style="width: 100%; height: 20px;" type="text"/>							

*Office use only:*

RBA 2012- 1866

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Authorize advertisement for bids for 2013 Federal Aid Overlay Project SP 010-633-039, SP 010-651-010**

Primary Originating Division/Dept: <input type="text" value="Public Works - Engineering"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Scott A. Smith"/> Title: <input type="text" value="Project Engineer"/>	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:  
 Communities: Create and maintain safe, healthy, and livable communities

**BACKGROUND/JUSTIFICATION:**

The 2013 construction program includes Bituminous Mill & Overlay and Bituminous Shouldering on: SP 010-633-039: CSAH 33 from 1.263 miles north of Norwood Young America to S. City Limits of New Germany and SP 010-651-010: CSAH 51 from CSAH 50 (East Leg) to 3.125 miles north.

The expected bid opening date is June 24, 2013

**ACTION REQUESTED:**

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

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

**FTE IMPACT:**

<b>FUNDING</b>	
<b>County Dollars =</b>	<b>\$781,212.00</b>
Federal Aid (STP)	\$966,036.00
CSAH (Gas Tax)	\$800,000.00
<b>Total</b>	<b>\$2,547,248.00</b>

**Related Financial/FTE Comments:**

Funding shown is based on most recent construction estimate, federal aid available, and budgeted CSAH and County funds.

*Office use only:*

RBA 2012- 1864

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Authorize advertisement for bids for 2013 County Overlay Project CP 13-15 MR, CP 13-30 MR**

Primary Originating Division/Dept: <input type="text" value="Public Works - Engineering"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Scott A. Smith"/> Title: <input type="text" value="Project Engineer"/>	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:  
 Communities: Create and maintain safe, healthy, and livable communities

**BACKGROUND/JUSTIFICATION:**

The 2013 construction program includes Bituminous Surfacing and Bituminous Shouldering on: CP 13-15 MR - CSAH 15 (Galpin Blvd.) from CSAH 18 (Lyman Blvd) to TH 5 and CP 13-30 MR - CSAH 30 from Yancy Ave to CSAH 33.

The expected bid opening date is June 24, 2013

**ACTION REQUESTED:**

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

<p><b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/></p> <p><i>If "Other", specify:</i> <input type="text"/></p> <p><b>FTE IMPACT:</b> <input type="text" value="None"/></p>	<p><b>FUNDING</b></p> <table style="width: 100%;"> <tr> <td><b>County Dollars =</b></td> <td style="text-align: right;"><b>\$1,026,292.00</b></td> </tr> <tr> <td>Federal Aid (STP)</td> <td><input type="text"/></td> </tr> <tr> <td>State Aid</td> <td><input type="text"/></td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$1,026,292.00</b></td> </tr> </table>	<b>County Dollars =</b>	<b>\$1,026,292.00</b>	Federal Aid (STP)	<input type="text"/>	State Aid	<input type="text"/>	<b>Total</b>	<b>\$1,026,292.00</b>
<b>County Dollars =</b>	<b>\$1,026,292.00</b>								
Federal Aid (STP)	<input type="text"/>								
State Aid	<input type="text"/>								
<b>Total</b>	<b>\$1,026,292.00</b>								

Related Financial/FTE Comments:  
 Funding shown is based on most recent construction estimate. Depending on bid results, portions of the work may be eliminated to fit within the 2013 overlay budget.

*Office use only:*

RBA 2012- 1865

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**State of MN Agency Agmt #03326 for Federal Participation in Right of Way Acquisition for Carver Park and Ride**

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="PW Director/County Engineer"/>	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:**  
 Communities: Create and maintain safe, healthy, and livable communities

**BACKGROUND/JUSTIFICATION:**

Carver County desires MnDOT to act as the County's agent to accept and disburse federal funds on the County's behalf for the construction, improvement, or enhancement of transportation financed either in whole or in part by federal funds. The County is proposing a federal aid project to purchase right of way for a proposed park and ride facility and trail improvements near CSAH 11 and Ironwood Drive in the City of Carver.

The City of Carver is leading the design, right of way and construction administration for the project but the County has to be the fiscal agent for the federal funds as the City is under 5000 in population.

The City and County have entered into a Joint Powers Agreement for the project. The City is acquiring the land for the Park and Ride and trail from the County CDA using federal funds.

**ACTION REQUESTED:**

Adopt a resolution to approve Agency Agreement #03326 with the State of Minnesota Department of Transportation and authorize the Chair of the County Board and County Administrator to sign the agreement upon approval by the County Attorney and Risk Management.

<p><b>FISCAL IMPACT:</b> <input type="text" value="None"/></p> <p><i>If "Other", specify:</i> <input type="text"/></p> <p><b>FTE IMPACT:</b> <input type="text" value="None"/></p>	<p><b>FUNDING</b></p> <table style="width: 100%;"> <tr> <td><b>County Dollars =</b></td> <td><input type="text"/></td> </tr> <tr> <td>Federal</td> <td style="text-align: right;">\$392,800.00</td> </tr> <tr> <td>City of Carver</td> <td style="text-align: right;">\$98,200.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$491,000.00</b></td> </tr> </table>	<b>County Dollars =</b>	<input type="text"/>	Federal	\$392,800.00	City of Carver	\$98,200.00	<b>Total</b>	<b>\$491,000.00</b>
<b>County Dollars =</b>	<input type="text"/>								
Federal	\$392,800.00								
City of Carver	\$98,200.00								
<b>Total</b>	<b>\$491,000.00</b>								

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1860

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Purchase of Skid Steer Loader in Public Works**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Steve Tacheny"/> Title: <input type="text" value="Equip Maint Superintendent"/>	Item Type: <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes	Consent: <input type="text"/>
Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text"/>	
Communities: Create and maintain safe, healthy, and livable communities	

**BACKGROUND/JUSTIFICATION:**

The Parks Department has budgeted for the replacement of skid steer loader. The current loader and attachments are 11 years old and no longer suit the needs of the Parks department. Parks is in need of a tracked machine to help with beach and trail maintenance.

Public Works priced the equipment (skid steer plus attachments) utilizing the State Contract and requested a quote from a local vendor, Lano Equipment of Norwood Young America. Lano Equipment matched the State Contract bid prices.

Public Works will trade in 2 old skid steer loaders (Bobcat S-250/Parks and Gehl 5635 XST/Hwy Dept.) and 3 old attachments with the purchase of the new equipment.

**ACTION REQUESTED:**

Approve the purchase of a new skid steer loader (Bobcat T-630 + attachments) from Lano Equipment of NYA, MN for \$79,306.98 less trade in of \$40,500.00 for a total of \$38,806.98.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$38,806.98"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	Total <input type="text" value="\$38,806.98"/>

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1843

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Right-of-Way Acquisition for SAP 010-643-012 - CSAH 43 Bridge Replacement**

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Asst. County Engineer"/>	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:  
 Communities: Create and maintain safe, healthy, and livable communities

**BACKGROUND/JUSTIFICATION:**

The 2013 construction program includes replacement of the bridge over Carver Creek on Co. Rd. 43. Additional right of way is needed to complete this project. The right-of-way is being purchased from 3 property owners surrounding the bridge and includes permanent road easements, permanent drainage easements and temporary construction easements relating to the rebuilding of the bridge.

**ACTION REQUESTED:**

Adopt a resolution to accept the Minimum Damage Valuations for the replacement of the CSAH 43 bridge over Carver Creek and authorize Public Works Division to initiate negotiations for the purpose of acquiring the needed property interests.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> CSAH (Gas Tax) <input type="text"/> \$8,020.00 <b>Total</b> <input type="text"/> \$8,020.00
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1852

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

Date: May 21, 2013

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

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

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

**Right of Way Acquisition – CSAH 43 – Project SAP 010-643-012**

WHEREAS, the County desires to reconstruct the bridge over Carver Creek, on County Road 43, and

Whereas, reconstruction of the bridge is necessary to provide roadway improvements for the safety of the traveling public, and

Whereas, the County needs to acquire property interests over certain lands to provide for said bridge reconstruction, and

Whereas, Minimum Damage Acquisition reports have been completed for the proposed takings.

BE IT RESOLVED, that the Carver County Board of Commissioners accept the Minimum Damages Acquisition reports as a determination of fair market value of the affected properties for the CSAH 43 Carver Creek bridge reconstruction (SAP-010-643-012) and authorize the Public Works Division to initiate negotiations for the purpose of acquiring the needed property interests.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 21st day of May, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21st day of May, 2013.

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

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**FTE Changes for Crisis Therapist Position**

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Consent

Amount of Time Requested:  minutes

Presenter:

Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The Division has a vacant 1.0 FTE Crisis Therapist position and is requesting that this position be reduced to a .9 FTE Crisis Therapist position and the remaining .1 FTE be added to a .8 FTE existing Crisis Therapist (Mike Tanguay). Mike is currently at .6 FTE and his position will become a .9 FTE Crisis Therapist upon his retirement in July.

**ACTION REQUESTED:**

1. To reduce the vacant 1.0 FTE Crisis Therapist position to .9 FTE.
2. To add the remaining .1 FTE to a .8 FTE Crisis Therapist (Mike Tanguay) to create a .9 FTE Crisis Therapist.

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

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

**FTE IMPACT:**

**Related Financial/FTE Comments:**

The Crisis Therapist is a Pay Grade 14 position and the above changes have no fiscal or FTE impact.

*Office use only:*

RBA 2012- 1838



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Lola's Lake Waconia 1/2 Marathon, 5K & Dog Day 5K (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 #A20130131. Podium Sports Marketing (Marilyn Franzen & Adam Kocinski) in partnership with the City of Waconia is requesting approval of a Special Event Permit for the 2nd annual one-day 1/2 marathon, 5K and Dog Day 5K event on June 8, 2013 from 5:00 am - 2:00 pm. The vast majority of the event will occur within the City of Waconia (under the city's planning and zoning authority). The 1/2 marathon course begins in the City of Waconia and circles to the east on local (North Shore Rd) and County Roads/Trails in Waconia and Laketown Townships around Lake Waconia. The 5K courses are entirely within the city limits of the City of Waconia. County review is required due to the proposed water/aid station(s) and volunteer parking located outside of the right-of-way along North Shore Road. Other water/aid stations along the course, outside of the City of Waconia, will be located within the trail system.

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, Carver County Waiver of Liability form as well as copies of correspondence with Carver County Public Works, Parks Department, surrounding Townships and neighboring property owners.

**ACTION REQUESTED:**

A motion authorizing the issuance of a Certificate of Zoning Compliance (#A20130131) for the Lola's Lake Waconia 1/2 Marathon, 5K & Dog Day 5K event.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

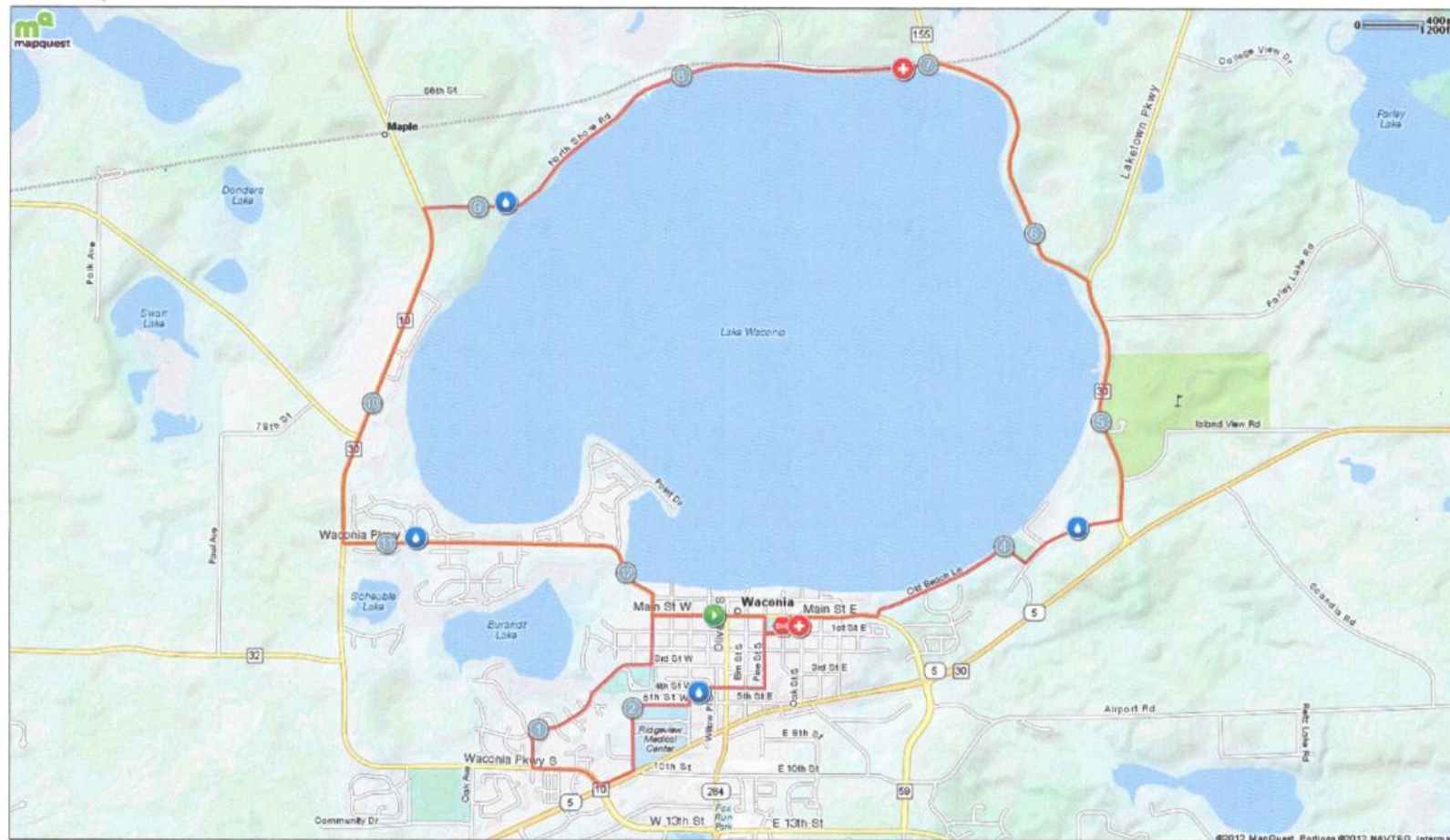
RBA 2012- 1863

# Lola's Lake Waconia Half Marathon

Starts in Waconia, Minnesota

**12.91** miles

Elevation: 1,063ft Max 945ft Min +223ft Ascent -203ft Descent < 3% Max Climb



**Description**  
Getting close to finish

**COUNTY OF CARVER**  
**CERTIFICATE OF ZONING COMPLIANCE**

**FILE/CERTIFICATE # A20130131**

**DATE ISSUED: May 21, 2013**

**TYPE OF CERTIFICATE: ONE TIME SPECIAL EVENT- LOLA'S LAKE WACONIA 1/2  
MARATHON, 5K & DOG DAY 5K**

This permit certificate is issued for the 2<sup>nd</sup> Annual Lola's Lake Waconia 1/2 Marathon, 5K & Dog Day 5K to be held on June 8, 2013, in Waconia and Laketown Townships and the City of Waconia as described on the approved site and event plan, pursuant to Chapter 152, section 152.074 B6 of the Carver County Code. **This certificate is issued to:**

**Podium Sports Marketing  
Marilyn Franzen/Adam Kocinski  
4180 Northdale Blvd  
Rogers, MN 55374**

**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 Lola's Lake Waconia 1/2 Marathon, 5K and Dog Day 5K on June 8, 2013. The event shall take place in the Waconia Township, Laketown Township and the City of Waconia 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 Saturday, June 8, 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 at break stations 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 and include 2-4 volunteers for each intersection along the course.
7. The permit shall conform to Carver County Parks Department requirements.
8. The permit shall conform to Waconia Township requirements for any activities within North Shore Road right-of-way (if any).

9. All event parking shall occur within the City of Waconia. Parking at/near water/aid stations shall be limited to volunteers and emergency services and shall require proof of permission from property owners, prior to the event, if on private property.
10. Emergency vehicle access must be provided within the staging areas of the event and throughout the race route.
11. The permittee shall inform Waconia and Laketown Township as well as 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.
12. The permittee shall provide a Certificate of Insurance listing Carver County as additional insured.

---

Amanda Schwabe  
Associate Planner

**THIS CERTIFICATE IS ISSUED FOR JUNE 8, 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:**

**Final Plat Approval for Manakiki**

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 #PZ20120047. Alta Investments, LLC is requesting final plat approval for Manakiki, which is a re-plat of the Emmert Subdivision, located on the northwesterly corner of Lake Waconia. The Preliminary Plat of Manakiki was approved on April 2nd, allowing for 4 reconfigured Lots of Record, with road frontage along North Shore Road. The County Surveyor has approved the plat. The Assistant County Attorney has reviewed the covenants and title information for platting purposes. The conditions of the preliminary plat have been satisfied and Waconia Township has signed the plat. The final plat map and County Board resolution are attached for the Board's consideration.

**ACTION REQUESTED:**

A motion adopting a resolution approving the Final Plat of Manakiki and authorizing the Chair's signature.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1858

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

Date: May 21, 2013

Resolution #

Motion by Commissioner

Seconded by Commissioner

**A RESOLUTION APPROVING THE FINAL PLAT OF MANAKIKI**

**WHEREAS**, the preliminary plat has been submitted and approved by the County Board of Commissioners by Resolution No. 20-13, adopted April 2, 2013:

**WHEREAS**, the final plat of MANAKIKI has been prepared and submitted for consideration; and

**WHEREAS**, the Carver County Planning Commission in Resolution No. 13-03 waived any additional review of the final plat if no significant changes were made from the preliminary plat it approved; and

**WHEREAS**, the final plat conforms to the approved preliminary plat; and

**WHEREAS**, the County Board has reviewed the final plat and accompanying documents and finds as follows:

1. The final plat of MANAKIKI meets all the requirements of the County Board Resolution No. 20-13.
2. The Assistant County Attorney has reviewed the information pertaining to the Certificate of Title and determined that Alta Investments, LLC IS the fee owner of the subject property to be platted.
3. The Assistant County Attorney has reviewed the restrictive covenants, which contain all items required by the preliminary plat approval.
4. The final plat conforms to the requirements of Chapter 151 of the Carver County Code (Subdivisions), Chapter 152 of the Carver County Code (Zoning), and Board of Adjustment Order #PZ20130004.
5. The Waconia Town Board Chairman has signed the final plat.

**THEREFORE, BE IT RESOLVED**, THAT The Carver County Board of Commissioners hereby approves the final plat of MANAKIKI.

**BE IT FURTHER RESOLVED THAT THE** Carver County Board of Commissioners hereby authorizes the Chairman to sign the final plat.

<b>YES</b>	<b>NO</b>	<b>ABSENT</b>
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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 21<sup>st</sup> day of May, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

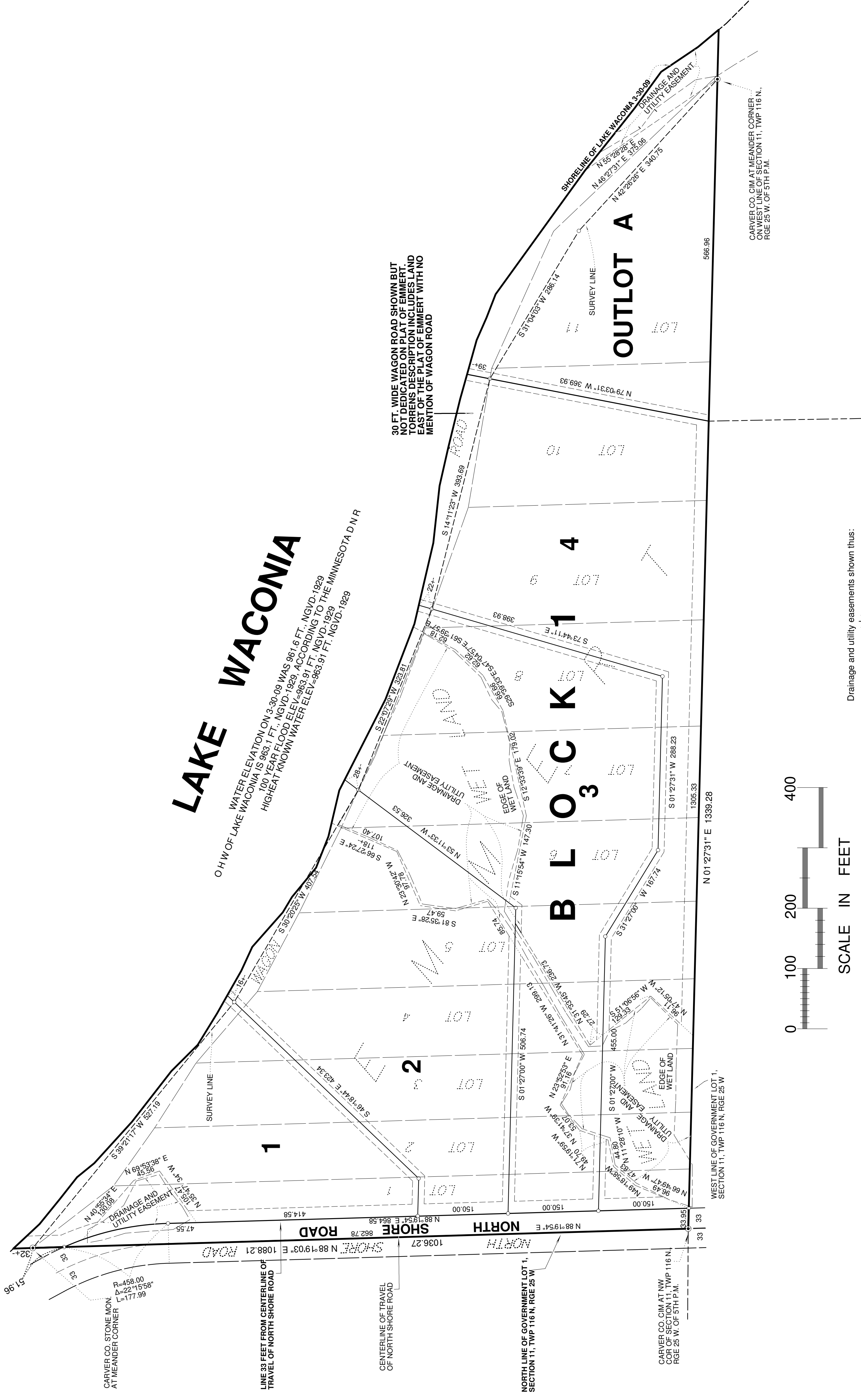
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

David Hemze, County Administrator

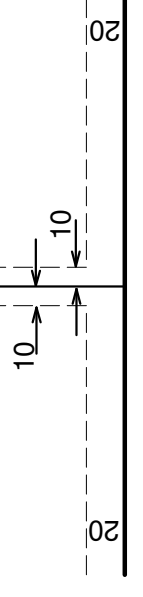
PLAT FILE .NO. \_\_\_\_\_

C.R.DOC.NO. \_\_\_\_\_

# MANAKIKI



Drainage and utility easements shown thus:



● : DENOTES CARVER COUNTY MONUMENT FOUND  
○ : DENOTES 1/2 INCH X 1/4 INCH IRON PIPE MARKED BY MANAKIKI CONSULTANTS. THIS SET OF MONUMENTS WAS PLACED IN THE YEAR AFTER RECORDING OF THIS PLAT, OR SOONER, AS SPECIFIED BY THE APPROVING LOCAL GOVERNING UNIT  
BEARING NOTE: THE NORTH LINE OF GOVERNMENT LOT 1, SECTION 11, TWP 116 N, RGE 25 W IS ASSUMED TO HAVE A BEARING OF N 68°19'03" E

GRONBERG & ASSOCIATES, INC.

ENGINEERS, LAND SURVEYORS, PLANNERS

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Watertown City/Township Orderly Annexation Agreement**

Primary Originating Division/Dept: <input type="text" value="Public Health &amp; Environment - Land Mgmt."/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Steve Just"/> Title: <input type="text" value="Dept. 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 City of Watertown recently notified the Land Management Department that the City and Watertown Township adopted an orderly annexation agreement (OAA) in March of 2008. The OAA provides for the eventual annexation of a number of parcels of land surrounding the City. As part of the OAA, both the City and the Township specify that the Land Use Controls (Planning & Zoning) for certain properties in the Township would be under the City's jurisdiction. In other words, the City would have planning, zoning, and subdivision authority in designated areas, with the County continuing to enforce Building Code, SSTS, Water Rules, and Feedlot regulations. The City already controls areas identified in Exhibit A as "Properties in 1976 OAA", and the new areas to be transferred to the City's Land Use Controls are identified as "Phase 2005-2010". The transfer of Land Use Controls to the City would be consistent with previous agreements and previous County Board action(s). The transfer of Land Use Controls to the City would also be consistent with the policies of the 2030 Comprehensive Plan, as it would prevent land uses or subdivisions in the area that may conflict with future urbanization.

A Resolution and Exhibit A are attached for the Board's consideration.

**ACTION REQUESTED:**

A motion adopting a resolution transferring planning, zoning and subdivision authority to the City of Watertown for the land described as "Phase 2005-2010" within the area legally described in the attached Exhibit A.

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

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1857



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

Date: May 21, 2013

Resolution #

Motion by Commissioner

Seconded by Commissioner

=====

**A RESOLUTION TRANSFERRING PLANNING, ZONING, AND SUBDIVISION AUTHORITY TO  
THE CITY OF WATERTOWN FOR A PORTION OF WATERTOWN TOWNSHIP**

**WHEREAS**, the County exercises planning, zoning, and subdivision authority (Land Use Controls) in Watertown Township; and

**WHEREAS**, the City of Watertown and Watertown Township adopted an Orderly Annexation Agreement (OAA) in March of 2008 for the land described in the attached Exhibit A; and

**WHEREAS**, the OAA includes land designated as "Properties in 1976 OAA" that are already under the City's Land Use Controls based on previous action(s) by the Carver County Board of Commissioners; and

**WHEREAS**, the OAA identifies an area as "Phase 2005-2010" in Exhibit A, which are also designated to be under the City's Land Use Controls; and

**WHEREAS**, the transfer of Land Use Controls to the City would be consistent with the County's 2030 Comprehensive Plan and it would prevent the establishment of land uses or subdivisions that may conflict with or inhibit the planned urbanization of the area;

**THEREFORE, BE IT RESOLVED**, THAT the Carver County Board of Commissioners hereby transfers planning, zoning, and subdivision authority (Land Use Controls) to the City of Watertown for the land designated as "Phase 2005-2010" in Exhibit A. The County shall retain all other authority for these properties including, but not limited to, State Building Code, Subsurface Sewage Treatment Systems (SSTS), Water Resource Management and Feedlot Management.

=====

<b>YES</b>	<b>NO</b>	<b>ABSENT</b>
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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 21<sup>st</sup> day of May, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
David Hemze, County Administrator

**EXHIBIT "A"**

**LEGAL DESCRIPTION OF  
CITY OF WATERTOWN AND WATERTOWN TOWNSHIP  
ORDERLY ANNEXATION AREA**

1. The West Half of Section 5, Township 117, Range 25.
2. The North Half of the Northeast Quarter of Section 5, Township 117, Range 25.
3. The West Half of the East Half of Section 5, Township 117, Range 25, **except** that part thereof now within the municipal boundary of the City of Watertown.
4. That part of the Northwest Quarter of the Northeast Quarter of Section 8, Township 117, Range 25, not now within the municipal boundary of the City of Watertown.
5. The Northwest Quarter of Section 8, Township 117, Range 25, **except** that part thereof now within the municipal boundary of the City of Watertown.
6. The South Half of the Northeast Quarter of Section 7, Township 117, Range 25.
7. The Southwest Quarter of Section 8, Township 117, Range 25, **except** that part thereof now within the municipal boundary of the City of Watertown.
8. Outlots 115 to 125, according to the plat of the Townsite of Watertown and that part of the North Half of the Southeast Quarter of Section 8, Township 117, Range 25, not now within the municipal boundary of the City of Watertown.
9. The North Half of the North Half of Section 17, Township 117, Range 25.
10. Those parts of the South Half of Section 9, Township 117, Range 25, not now within the municipal boundary of the City of Watertown.
11. The North Half of the North Half of Section 16, Township 117, Range 25.
12. The Northeast Quarter of the Southeast Quarter of the Northwest Quarter of Section 16, Township 117, Range 25, and the Southwest Quarter of the Northeast Quarter **excepting** therefrom those parcels as described in PIN's 10-016-0400, 10-016-0300 and 10-016-0210.
13. The North Half of the Northwest Quarter of Section 15, Township 117, Range 25.
14. Outlot A, Dream Acres (P/O the South Half of Section 10, Township 117, Range 25).

15. That part of the North Half of Section 10, Township 117, Range 25, as described in PIN's 10-010-1200, 10-010-1100 and 10-010-0910, **except** that part of 10-010-0910 lying southerly of the State of Minnesota Luce Line Trail.
16. A. The North Half of the Northeast Quarter of Section 9, Township 117, Range 25, **except** those parts as described in PIN's 85-075-0060 and 85-075-0061.  
B. Those parts of the Southeast Quarter of the Northeast Quarter as described in PIN's 10-009-1610 and 10-009-1210.
17. The East Half of the West Half of the Southwest Quarter and the East Half of the Southwest Quarter of Section 3, Township 117, Range 25.
18. The North Half of the Northeast Quarter of Section 3, Township 117, Range 25, **except** those parcels as described in PIN's 10-003-1110 and 10-003-1100.
19. The Northwest Quarter of Section 3, Township 117, Range 25.
20. The North Half of Section 4, Township 117, Range 25, **except** Ortloff's Addition and **except** that parcel described in PIN 85-004-0300 and **except** part of Outlot H, Plat of Forest Hills.
21. That part of the Southwest Quarter of the Southeast Quarter of Section 4, Township 117, Range 25, described in PIN 10-004-0500.

I:\dave\clients\city of watertown\annexations\agreeemnt with watertown twnshp\exhibit a-legal descriptions.doc

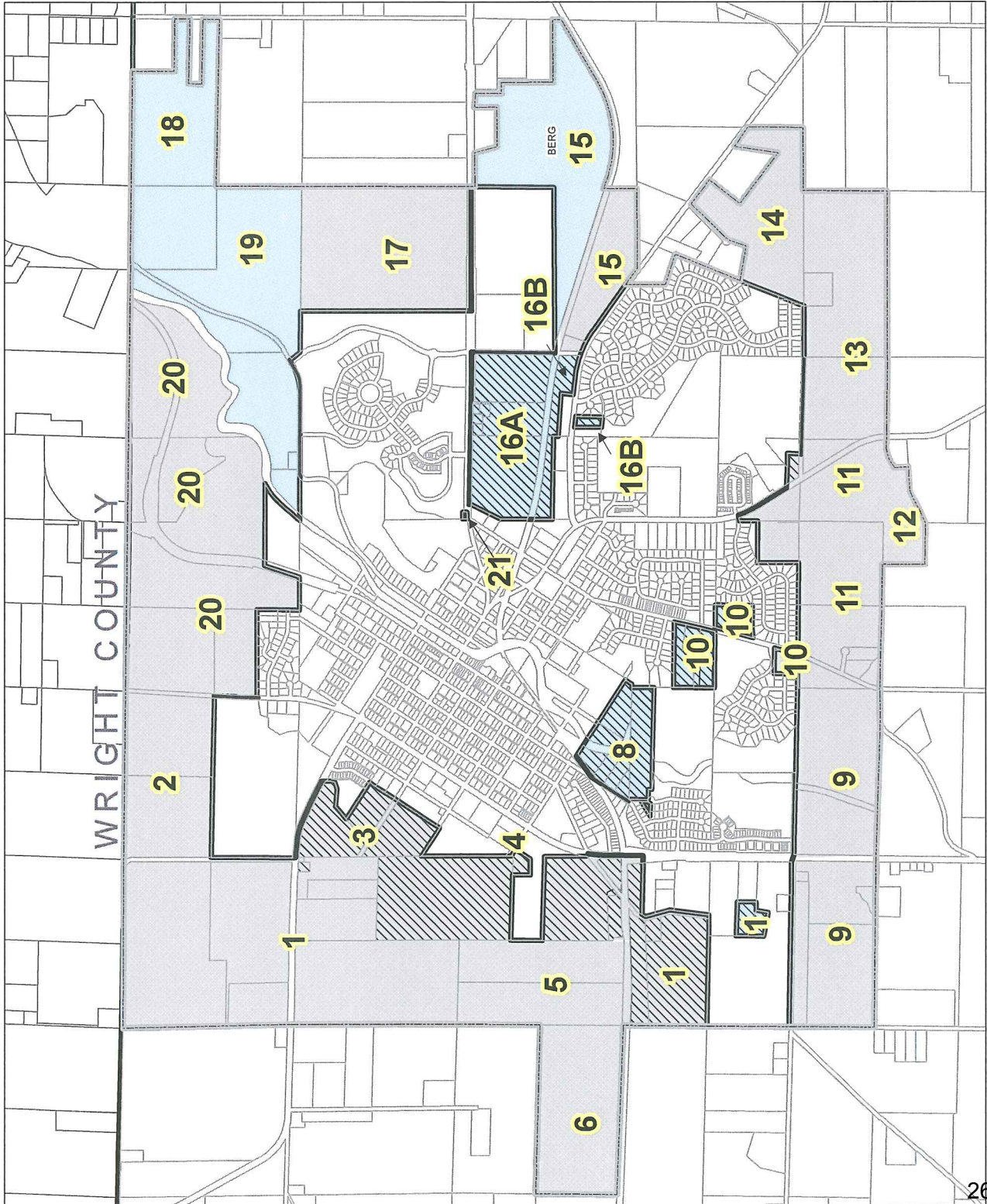


**EXHIBIT A  
"Designated Area"**

**Legend**

- 2030 Growth Boundary
- City Boundary
- Parcels in City Limits
- Properties in 1976 OAA Phase 2005-2010
- Future Phase

Note: Numbers correspond with legal description



# 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 requested by taxpayers. See attached listing.

**ACTION REQUESTED:**

Recommend to approve.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

Other

**Total**

**FTE IMPACT:**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1854



**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  
May 21, 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 Abated	Total Amount of Adjustment
2013	30.9510460	Donald Schmidt	Homestead	\$248.00	\$172.00	(\$27.95)	(\$76.00)
2013	30.9510508	Josie Stepan	Homestead	\$216.00	\$152.00	(\$23.17)	(\$64.00)
2013	30.9520052	Julia Falla	Homestead	\$140.00	\$102.00	(\$13.30)	(\$38.00)
2013	58.6110005	Team 316 Prop & Const.	Incorrect linkage	\$6,852.00	\$5,396.00	(\$208.78)	(\$1,456.00)
2013	25.5321290	Corey Hoen	Homestead	\$2,194.00	\$1,886.00	(\$111.66)	(\$308.00)
2013	85.0504511	David Roy	Homestead	\$2,054.00	\$1,624.00	(\$122.90)	(\$430.00)
2013	50.1280340	Jeffrey & Jennifer Jackson	Homestead	\$3,894.00	\$3,594.00	(\$83.62)	(\$300.00)
2013	75.0503800	Charles Heldt	Homestead	\$2,790.00	\$2,442.00	(\$115.91)	(\$348.00)
2013	85.3550010	Allan & Ranae Burtman	Homestead	\$2,788.00	\$2,416.00	(\$107.14)	(\$372.00)
2013	30.4880710	Richard Boerner	Homestead	\$1,700.00	\$1,356.00	(\$126.20)	(\$344.00)
2013	25.4290540	Barbara Theisen	Homestead	\$3,414.00	\$3,198.00	(\$78.41)	(\$216.00)
2013	30.5380030	Booth	Relative Homestead	\$1,558.00	\$1,204.00	(\$129.77)	(\$354.00)
2013	30.9510169	Cari Graphenteen	Homestead	\$296.00	\$206.00	(\$32.34)	(\$90.00)
2013	30.9520107	Isaac Trainor & Caleb Trainor	Homestead	\$548.00	\$372.00	(\$64.45)	(\$176.00)
2013	75.0610170	Thomas Brennan	Homestead	\$2,976.00	\$2,698.00	(\$92.11)	(\$278.00)
			<b>Totals</b>	<b>\$31,668.00</b>	<b>\$26,818.00</b>	<b>(\$1,337.71)</b>	<b>(\$4,850.00)</b>

The above listed abatements were supposed to have been included as a second page on the RBA for the 5-7-13 Board Meeting but were omitted. The amounts listed on that RBA were incorrect due to this omission. The correct amounts should have been: Original Tax Amount \$41,098.00, Adjusted Tax Amount \$36,634.00, County Dollars Abated (\$1,485.43) and Total Amount of Adjustment (\$4,464.00).

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**MCIT (Minnesota Counties Intergovernmental Trust) Annual Member Report**

Primary Originating Division/Dept: <input type="text" value="Employee Relations - Risk Management"/>	Meeting Date: <input type="text" value="5/21/2013"/>
Contact: <input type="text" value="Sonja Wolter"/> Title: <input type="text" value="Risk Mgmt. Specialist"/>	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="Kevin Balfanz"/> Title: <input type="text" value="Risk Control Manager"/>	

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

**BACKGROUND/JUSTIFICATION:**

Kevin Balfanz, Risk Control Manager with MCIT, would like to provide the MCIT annual member report to the County Board. The report will reference the insurance and risk management program as well as performance and goals of MCIT and Carver County.

**ACTION REQUESTED:**

Provide any additional input and/or direction to MCIT and the Risk Management staff in the areas discussed.

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

**Related Financial/FTE Comments:**

*Office use only:*

RBA 2012- 1859