

Joint Ditch Board #5 Meeting
(Carver Commissioners Fahey, Lynch, Udermann and
McLeod County Commissioners Schmalz and Krueger)
April 20, 2021 – 7:30 a.m. Via WebEx



**Carver County Board of Commissioners
April 20, 2021
Regular Session**

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

The physical meeting location (Board Room) is closed because it is not feasible to be open due to the health pandemic. This meeting will be conducted via videoconference due to COVID-19 concerns.

Individuals who wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at <https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the videoconference to provide public comments during the meeting please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a Webex invitation.

Public comments that relate to an item on the agenda will be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

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

- 9:00 a.m. 1. a) **CONVENE**
 b) **Pledge of allegiance**
 c) **Public comments submitted via email/voice mail**
2. Agenda review and adoption
3. Approve minutes of April 6, 2021, Regular Session..... 1-5
4. Community Announcements
- 9:10 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
 5.1 Acceptance of 2020 CCWMO Annual Report 6

5.2	2021 SSTS Direct Discharge Program.....	7-12
5.3	Community Support Program staffing request	13-14
5.4	Signal Maintenance Agreement 1045459 with the State of MN for the Highway 212 and Highway 11 Interchange.....	15-16
5.5	Encore Adult Day Services Quarter 1 2021 Donations Received	17
5.6	Construction Contract for the Highway 140 Bridge Projects.....	18-21
5.7	Resolution of Support to Request Priority Project Funding Consideration for US Highway 212.....	22-24
5.8	Recognition of Chaska Hawks Girls Basketball Team.....	25-26

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

5.9	Application for Tobacco License for E-Cig POD USA LLC dba E-Cig POD.....	27
5.10	Application for 2020-2021 renewal of On-Sale Liquor License for Parley Lake Winery LLP dba Parley Lake Winery.....	28

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

5.11	Resolution of Support to Request Congressional Community Project Funding and Priority Project Consideration for Highway 5	29-32
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Culture: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government culture

5.12	Independent Contractor/Professional Services Agreement (PSA) with Northwoods Consulting Partners, Inc. to reengineer and reconfigure the current software used in the HHS Income Support Department.	33-34
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Finances: Improve the County's financial health and economic profile

5.13	Review/Social/Commissioners' Warrants.....	NO ATT
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9:10 a.m.	6. GROWTH: Manage the challenges and opportunities resulting from growth and development	
	6.1 Land Records Software License Amendment: TriMin Hosting	35-36
9:20 a.m.	RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY HEALTH BOARD	
9:20 a.m.	7. COMMUNITIES: Create and maintain safe, healthy and livable communities	
	7.1 Semi-Annual Report to the County Health Board.....	37
9:50 a.m.	ADOURN AS CARVER COUNTY HEALTH BOARD AND RECONVENE AS COUNTY BOARD	
9:50 a.m.	7.2 Reopening Phase III Update.....	38-46
10:20 a.m.	8. County Administrator Report	
10:25 a.m.	ADJOURN REGULAR SESSION	

David Hemze
County Administrator

UPCOMING MEETINGS

April 27, 2021	7:30 a.m. Carver County Leaders Meeting
April 27, 2021	9:00 a.m. Board Work Session
May 4, 2021	9:00 a.m. Board Meeting
May 11, 2021	No Meeting
May 18, 2021	9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on April 6, 2021. The building remained closed due to the health pandemic but was webcast live. Chair Tim Lynch convened the session at 9:00 a.m.

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

Members absent: None.

No public comments were received.

The following amendment was made to the agenda:

Move Work Session – Lake Waconia Regional Park Waterfront Service Center Update to Regular Agenda

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

Fahey moved, Degler seconded, to approve the minutes of the March 16, 2021, Regular Session. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

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

Approved a temporary increase of a .4 and .39 Community Service Officer to .7 CSO to work up to 28 hours per week and not to exceed six months.

Professional services agreement with American Engineering and Testing for the Highway 50 Project-Bevens Creek Area and Highway 43 Resurfacing Project, pending finalization of the contract review process.

Resolution #38-21, Awarding of the 2021 Application of Pavement Markings-Maintenance Project Carver County Contract 21-121 (PR #218016).

Contract with Michel Masonry pending finalization of the contract review process.

Authorized the County Administrator to sign the MS4 NPDES permit application and approved submittal to the MPCA.

Approved the 2021 AIS Plan, authorized Chair to sign watercraft inspection partnership agreement with the City of Chanhassen pending completion of the contract review and authorized the Chair to sign the delegation agreement with MN DNR and related Public Services budget amendment.

Amended contract 21-048 with HGA Architects for design and construction administration services, incorporating additional services for sustainable building guidelines for the Waterfront Service Center at Waconia Regional Park and authorized the Chair to sign the agreement upon completion of the contract review process.

Contract with Ridgeview Medical Center for the provision of COVID 19 vaccination and related health care services not to exceed \$150,000, pending approval of Risk Management/County Attorney.

Approved temporary increase in Veterans Court Coordinator to 1.0 FTE.

Approved issuing a Charitable Gambling License to the Ridgeview Foundation for a raffle to be held on June 21, 2021.

Resolution #39-21, Awarding of the 2021 Highway Preservation Program, Carver County Contract #21-120.

Approved the one day to four day temporary on sale liquor license application for Augusta Ball Club, Chaska for June 4-6, 2021.

Authorized the Chair to sign the professional services agreement with WSB & Associates Inc., pending finalization of the contract review process.

Approved the School District boundary reassignment petition for the five lots in the Bluffs at Lake Lucy as requested by the property owner and recommended by the County Auditor.

Authorized the Chair to sign the amendment with Prairie Restoration, Inc., pending finalization of the contract review process.

Resolution #40-21 Approving the Preliminary Plat of Jeff Muonia Addition.

Resolution #41-21, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Jonathan Carver Parkway Project-Phase 1.

Resolution #42-21, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Highway 10 Project -Chaska Creek Area.

Appointed Commissioner Workman to fill the strategic liaison role for the Hennepin-Carver Workforce Development Board, to represent employment and educational needs of County residents and employers.

Approved the partial write off of 2020 penalty and interest on parcel 50.7250010.

Approved the abatement of 2020 penalty, interest and costs on parcel 65.4710200.

Contract with Minnesota Elevator, Inc. pending finalization of the contract review process.

Approved eliminating a 0.80 FTE payroll technician position after an upcoming retirement in July 2021 and add a 1.0 FTE payroll technician position effective no earlier than May 3, 2021 and related Finance budget amendment.

Reviewed March 23, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$151,913.43; reviewed March 30, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$332,514.83 and reviewed April 6, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$ \$189,602.64.

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

The Board was asked to consider adopting Law Enforcement Proclamations. Dave Hemze, Administrator, explained the Sheriff was unable to be present for today's meeting but each year the Board is asked to recognize law enforcement professionals. He noted they had a variety of positions in the public safety field and they appreciated their hard work and dedication. He added the dispatchers, administrative staff, nurses, correctional officers and deputies play critical roles each and every day.

Udermann moved, Degler seconded, adopt the National Public Safety Telecommunicators Week, National Administrative Professionals Day, National Correctional Officers Week, National Nurses Day and National Police Week and National Peace Officers Memorial Day Proclamations. On a roll call vote, Udermann, Workman, Degler, Fahey, Lynch voted aye. Motion carried unanimously.

Mary Kay Wahl, Finance, requested the Board approve funding requests from the CoVid 19 budget stabilization account. She explained back in December the Board approved the creation of an 8.6 million budget stabilization account and since that time 3.7 million has been allocated, leaving a balance of 4.88 million. She identified the proposed use of the funds to offset 2020 revenue losses, software needs and Humanity Alliance's funding request for food support.

She stated the County was anticipating receiving 20.4 million with the American Rescue Plan with a deadline to spend by the end of 2024. She indicated they are waiting for more information on the allowable uses for the spending of these funds. Wahl added more detail would be provided at their Strategic Planning Meeting along with an update on the year end savings account in preparation for the 2022 budget.

Fahey moved, Degler seconded, to approve \$1.620 million for budget stabilization account funding requests and related budget amendment. On a roll call vote, Workman, Degler, Fahey, Lynch, Udermann voted aye. Motion carried unanimously.

Heather Goodwin, HH&S Deputy Director, requested the Board approve a professional services agreement for a new software platform. She explained the issues they were having with the current software and the technology evaluation that was completed that recommended they migrate to a new software platform. She pointed out the advantages and indicated funding would come from the budget stabilization account. She clarified migrating to the new software was included and they will be work with Northwoods to ensure the level of security is met.

Hemze pointed out this was an example of an investment that allows workers to work more efficiently at home.

The Board discussed the future of working from home to lessen the need for buildings. Hemze concurred they would be reviewing this in the future as part of strategic planning.

Degler moved, Workman seconded, to approve the professional services agreement with Northwoods Consulting Partners, Inc., in the amount of \$313,150.00, with funding to come from the budget stabilization account to complete the migration to a new software platform in Human Services. On a roll call vote, Degler, Fahey, Lynch, Udermann, Workman vote aye. Motion carried unanimously.

Jason Mielke, Land Management, requested the Board approve a conditional use permit for a large solar energy system. He indicated the Planning Commission voted unanimously to approve. He stated the request was for a large solar energy system up to one megawatt. Mielke identified the location and indicated the request did meet the zoning code standards. He reviewed the concerns expressed at the Planning Commission hearing and indicated those concerns were addressed and included in the Planning Commission Resolution. He stated Waconia Township did not support the request and cited their reasons. He clarified, if approved, the Township requested screening be included and the solar company enter into a road maintenance agreement.

Mielke clarified the conditional use permit will run with the land and after 25 years the lease could be renewed, or if they choose not to, the solar array would have to be decommissioned. He acknowledged there was many discussions on the appropriate amount for the decommissioning but the property owner takes on that burden with the lease agreement.

Fahey stated at the Planning Commission the request was discussed at length and the Planning Commission addressed the concerns related to screening and stray voltage.

Fahey moved, Degler seconded, to adopt the Findings of Fact and issue Order #PZ20210011 for the approval of the Conditional Use Permit, Solar Club 41, LLC. On a roll call vote, Fahey, Lynch Udermann, Degler voted aye, Workman voted nay. Motion carried.

Darin Mielke, Public Works, requested the Board award the contract for the Highway 212 Dahlgren Township phase project. He reviewed the project location and design details related to excavation and mumble steps. He indicated there were no planned closures of Highway 212. Mielke pointed out the construction schedule that begins in May and ends in October 2022.

He indicated bid opening occurred in March with four bids submitted. He stated bids were very aggressive with significant savings from where they thought it would come in at. Mielke reviewed the funding splits and commitments that included federal freight funds. He noted they were working with MnDOT to shift a portion of the federal freight funds to the Benton Township phase.

Fahey offered the following Resolution seconded by Degler:

Resolution #43-21
Awarding of the Highway 212 Project-Dahlgren Township
Carver County Contract 21-116

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

The Board considered an appointment to the Board of Adjustment to fill an unexpired term.

Fahey moved, Degler seconded, to appoint Kellen A. Schmidt to the Board of Adjustment. On a roll call vote, Udermann, Workman, Degler, Fahey, Lynch voted aye. Motion carried unanimously.

Marty Walsh, Parks, appeared before the Board for an update on the proposed design of the Lake Waconia Regional Park Waterfront Service Center. He indicated the process they have been going through included an online survey, virtual public meetings and reaching out to stakeholder groups.

Nancy Blankfard, representing HGA, explained the key take aways were to take advantage of lake views, adequate restrooms, opportunities for larger events and being open year round. She also identified recommendations from the Technical Advisory Group. She indicated they were wrapping up the schematic design and were hoping to go out for bid in July or August to keep the park open over the summer and be open by next summer.

Andrew Holmgren, HGA, stated they worked to prioritize traffic flow and make a strong connection to the lake as well as the park amenities. He reviewed the overall landscape concept, floor plans, roof concept and exterior design. He stated the roof design was key to define outdoor seating areas. Walsh noted because of State bonding, they are required to follow certain energy requirements.

Holmgren clarified the structural engineer measures wind exposures and tailors the design specific to the site conditions. He also indicated they would like to do operable windows. Walsh noted they would have some wall partitions but they have not got to that level of design yet. Walsh stated the event space was flexible but did not see this as a large wedding venue. He added it would not be built as a revenue generator. Holmgren indicated they were also reviewing screening for dumpsters and will incorporate that into the design.

Following discussion, the Board expressed consensus to move forward.

Degler moved, Fahey seconded, to go into closed session at 11:07 a.m. to discuss labor negotiation strategy. On a roll call vote, Workman, Degler, Fahey, Lynch, Udermann voted aye. Motion carried unanimously.

The Board adjourned the closed and Regular session at 12:10 p.m.

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:

Acceptance of 2020 CCWMO Annual Report

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Per State Board of Water & Soil Resources (BWSR) and the requirements of MN St. 103B.231 & MN Rules Ch. 8410.0150, staff has prepared the 2020 Annual Report for the Carver County Water Management Organization (CCWMO). This report is intended to provide an annual look at the activities accomplished as well as challenges encountered by the CCWMO in 2020. This report contains information on specific WMO activities, projects, programs, planning efforts, and financial activity. Due to the size of the report, it will be sent to the Board separately and can be accessed at:

<https://www.co.carver.mn.us/home/showpublisheddocument?id=21516>

Per acceptance by the Board, staff will send the report to BWSR.

ACTION REQUESTED:

Motion to accept the Carver County Water Management Organization 2020 Annual Report.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7563

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2021 SSTS Direct Discharge Program

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
 ▼

BACKGROUND/JUSTIFICATION:

The County Board has approved a landowner incentive program for eliminating direct discharge Sub Surface Treatment Systems (SSTS) annually since 2008 and it has proven to be successful. Previous years were focused on implementing the Total Maximum Daily Load (TMDL) Plan for the Bevens, Carver, & Silver Creek watersheds which called for a reduction of fecal load sources in those watersheds, mainly agricultural manure source runoff and direct discharge SSTS. The Crow River is also listed as impaired for fecal coliform bacteria and in 2020 the Board approved the program to begin in those subwatersheds.

The CCWMO advisory committee recommended the 2021 Priority Sub-Watersheds to the board at their March 2021 meeting (See attached map). Staff is requesting approval for the 2021 SSTS direct discharge program as described in the attached memo.

ACTION REQUESTED:

Motion to adopt the resolution continuing implementation of the SSTS direct discharge incentive program for 2021.

FISCAL IMPACT: ▼

If "Other", specify:

FTE IMPACT: ▼

FUNDING

County Dollars =	<input type="text"/>
CCWMO 2021 funds	\$100,000.00
<input type="text"/>	<input type="text"/>
Total	\$100,000.00

Insert additional funding source

Related Financial/FTE Comments:

Funding for the incentives is derived from the CCWMO levy funds approved by the Board as part of the 2021 budget and WMO SSTS program rollover funds. \$100,000 would be the maximum amount needed if all likely systems need replacing. The actual amount will be likely be lower. SSTS loan funds are held by the Minnesota Department of Agriculture.

Office use only:

RBA 2021 - 7580



Carver County Water Management Organization
 Planning and Water Mgmt Dept
 Government Center - Administration Building
 600 East 4th Street
 Chaska, Minnesota 55318
 Phone: (952)361-1820
 Fax: (952)361-1828
www.co.carver.mn.us/water

Memo

To: County Commissioners
From: Paul Moline, Carver County Water Management
Date: April 12, 2021
Re: PROPOSED 2021 DIRECT DISCHARGE SSTS COST SHARE PROGRAM
Cc: Dave Hemze, Nick Koltavy

Enclosures: Priority sub-watershed map

In 2008, Carver County began a Sub-surface Sewage Treatment System (SSTS) Incentive Program to replace direct discharge sewer systems to reduce contributing bacteria to Bevens and Carver Creeks. Both Bevens and Carver Creek are impaired with bacteria. The program was expanded into the Crow River watershed (also impaired for bacteria) in 2020. Since its beginning, the program has helped homeowners replace 402 direct discharges through loans and cost share assistance. Each year new sub-watersheds are targeted for this program.

PROGRAM ACCOMPLISHMENTS

SSTS Direct Discharge Program began in 2008 and has accomplished the following to date:

- **Total participants/SSTS replaced:** 402
- **Loans Taken:** 152

2021 PROPOSAL

The TMDL implementation plan is continuing in 2021 with funding directed by the Board in the 2021 WMO budget. The following sub-watersheds in the Crow River Watershed are recommended by staff (See attached map):

1. Crow River: WT_4	- 26 likely systems
2. Crow River: CM 33	- 16 likely systems
3. Crow River: Berliner	- 8 likely systems
TOTAL	- 50 likely systems

Factors leading to the recommendation are as follows:

- Ecoli monitoring data for overall counts and seasonal counts
- Geography of the sub-watersheds (lake presence, size)
- Distribution of funds across multiple townships
- Number of likely systems in the sub-watershed
- Coordination with other WMO plan efforts priorities

2021 FUNDING

Available Incentive Funds – 2021 CCWMO budget has \$100,000 available for SSTS direct discharge incentives. (up to 50 systems). The final number of systems funded with the 2021 program will depend on the number of land owners who provided record drawings of a system on their property. This number varies from year to year but typically lowers the “likely systems” number, sometimes significantly.

Available loan funds estimate: There is approximately \$650,000 available for loans in 2021, enough to fund approx. 43 systems at the maximum loan amount.

2021 COST SHARE QUALIFICATIONS

Similar to previous years, incentive recipients must sign up for the cost share with no previous SSTS trigger (i.e. current enforcement, compliance inspection as a result of property transfer, complaint, or building permit).

1. Located in 2021 Priority Sub-Watersheds – The County will provide a cash grant of 25% of the cost of a new system up to \$2,000 for the upgrade of systems identified as a likely direct discharge system in the priority sub-watersheds. Owners of likely direct discharge systems in the priority sub-watersheds with no previous trigger (i.e. current enforcement, compliance inspection as a result of property transfer, complaint, or building permit) must sign up by September 30, 2021, and must install the system by October 31, 2022. Owners that do not sign up shall be required to submit a Compliance Inspection to the County by September 30, 2021. The County will also offer a low interest loan with an amortization of up to 10 years to qualified applicants. Program implementation numbers are limited largely by contractor availability. If a landowner needs additional time to install their system due to weather conditions, contractor availability or other, a written request will need to be submitted prior to October 31, 2022.
2. Located outside 2021 Priority Sub-Watersheds – For systems outside of the priority sub-watersheds, the loan funds with an amortization of up to 4 years and the cash incentive of \$2,000 will be available on a first-come, first-serve basis after September 30, 2021 until allocated funds are depleted. For systems outside of the priority sub-watersheds, the owner would be required to replace SSTS within 12 months of completing the Cost Share Form.

Payment will be issued to the SSTS contractor upon successful installation of the system (as determined by Environmental Services Staff).

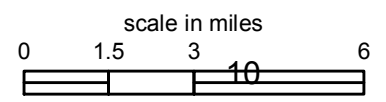
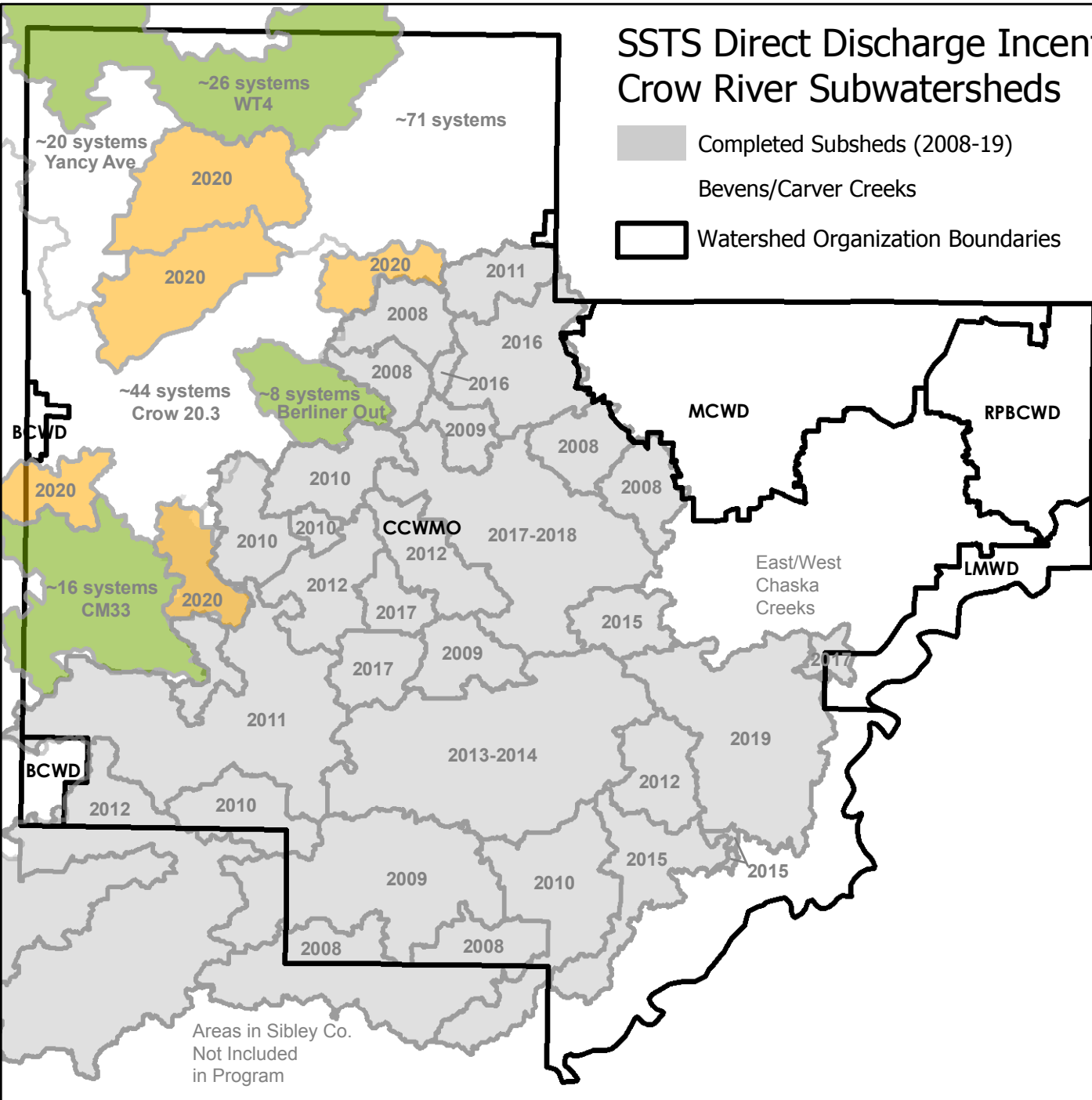
2021 Program

Staff is recommending that the program be continued into the Crow River watershed in 2021 using WMO funds. There will be approximately 135 likely systems remaining in the Crow River watershed following the 2021 year.

SSTS Direct Discharge Incentive Program Crow River Subwatersheds

- Completed Subsheds (2008-19)
Bevens/Carver Creeks
- Watershed Organization Boundaries

- 2021 Crow Subsheds
- 2020 Crow Subsheds



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

DATE:
MOTION BY COMMISSIONER:

RESOLUTION NO. __-20
SECONDED BY COMMISSIONER:

**A Resolution Continuing the Elimination of Direct Discharge
Sub-Surface Treatment Systems (SSTS) Program**

WHEREAS approximately 4,500 homes and businesses in Carver County are served by a private sewer system on the property; of these systems, about 700 are in cities and 3,800 lie in unincorporated areas; as of 2008, approximately 550 of the systems in the unincorporated areas were still served by systems that likely had little or no treatment of sewage prior to discharge into the surface water and were considered Direct Discharge SSTS; and

WHEREAS Carver County is responsible for the management and regulation of SSTS in the County except in cities that have elected to assume responsibility; and

WHEREAS Carver County is responsible for water management, including water quality within the Carver County Water Management Organization (CCWMO); and

WHEREAS EPA and MN Pollution Control Agency (MPCA) regulations require that all lakes, rivers, and streams ultimately meet water quality standards; and

WHEREAS the Crow River has been listed as impaired for bacteria with test showing loads of fecal coliform bacteria substantially in excess of state standards and direct discharge of untreated human sewage into the waters of the State is a potential significant contributor to the load; and

WHEREAS the Carver County Board of Commissioners has determined that it is necessary to institute a program to accelerate the replacement of Direct Discharge SSTS in order to reach public health and water quality goals;

WHEREAS the Carver County Code of Ordinances section 52.043 gives the Board the authority to identify priority areas for SSTS compliance, including elimination of direct discharge systems, and to establish programs, including incentives and deadlines; and

WHEREAS the programs for SSTS Direct Discharge from 2008 through 2020 were largely successful in their goals; and

WHEREAS the 2021 sub-watersheds are identified with 50 “likely systems;” and

WHEREAS the CCWMO Citizens Advisory Committee has recommended the 2021 SSTS Direct Discharge Program, funding, and sub-watersheds to the County Board;

THEREFORE, BE IT RESOLVED, THAT the Carver County Board of Commissioners hereby adopts the “Carver County 2021 Direct Discharge SSTS Program” as follows:

Carver County 2021 Direct Discharge Elimination Acceleration Program

Part I. The County Board identifies sub-watersheds in the Crow River watershed as the priority sub watersheds:

1. Crow River: WT4 tributary (in Hollywood & Watertown Twps)

2. Crow River: CM 33 tributary (in Camden & Young America Twps)
3. Crow River: Berliner tributary (in Camden & Waconia Twps)

For systems inside of the priority sub-watersheds, the County will provide a cash grant of 25% of the cost of a new system up to \$2,000. The County will also offer a low interest loan with an amortization of up to 10 years to qualified applicants. Owners of likely direct discharge systems in the priority sub-watershed with no previous trigger (i.e. current enforcement, compliance inspection as a result of property transfer, complaint, or building permit) must sign up by September 30, 2021, and must install the system by October 31, 2022. Owners that do not sign up shall be required to submit a Compliance Inspection to the County by September 30, 2021. Owners who need additional time to install their system due to weather conditions, contractor availability, etc. will need to submit a written request prior to October 31, 2022.

Part II. For systems outside of the priority sub-watersheds, the County will provide a cash grant of 25% of the cost of a new system up to \$2,000 on a first-come, first-serve basis after September 30, 2021 until allocated funds are depleted. For systems outside of the priority sub-watershed, the owner would be required to replace SSTS within 12 months of completing Cost Share Form. The County will also offer a low interest loan with an amortization of up to 4 years to qualified applicants.

Part III. Authorize the Finance Director, in cooperation with the Public Services Division, to continue to operate the current “safety net” loan program to assist property owners with extremely limited financial capability.

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 20th day of April, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of April, 2021.

David Hemze, County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Community Support Program staffing request

Primary Originating Division/Dept: <u>Health & Human Services - Behavioral Health</u>	Meeting Date: <u>4/20/2021</u>
Contact: <u>Melissa Hanson</u> Title: <u>Community Support Supervisor</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Community Support Program (CSP) provides services for adults with serious and persistent mental illness. The CSP program has received increased referrals for Adult Mental Health Targeted Case Management services over the past two years, and caseload sizes have grown. Counties are mandated to ensure that this service is available to residents who are eligible, with maximum caseload sizes set in MN Statute. The CSP Adult Mental Health Registered Nurse/Case Manager position will be vacant due to a retirement in May 2021. To effectively recruit a Registered Nurse in the current competitive market for nursing positions, it is critical to separate the nursing duties from the case management duties in the position to be vacated into two different positions.

It is requested to Reallocate the 1.0 FTE Adult Mental Health Registered Nurse/Case Manager position to a .6 FTE Registered Nurse position following an upcoming retirement on May 26, 2021. This will allow for .4 FTE of an additional new 1.0 FTE Case Manager position. The remaining .6 FTE of the new Case Manager position will be funded by additional Revenue from Rule 79 Adult Mental Health Targeted Case Management billing, and Revenue from Substance Use Disorder services Comprehensive Assessments and Treatment Coordination Medical Assistance billing. No new levy funding will be required to support the increase in staffing levels.

ACTION REQUESTED:

- 1) Eliminate the 1.0 FTE Adult Mental Health Registered Nurse/Case Manager position (C-41) following an upcoming retirement on May 26, 2021.
- 2) Create a .6 FTE Registered Nurse position in a new Health Services Nurse Classification (C-41) following an upcoming retirement on May 26, 2021
- 3) Create a 1.0 FTE Social Work position (C-41) to provide Adult Mental Health Targeted Case Management and MA billable SUD Treatment Coordination services following an upcoming retirement on May 26, 2021.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FTE IMPACT: Increase budgeted staff

FUNDING

County Dollars =	\$63,978.00
Rule 79 TCM	(\$46,883.00)
SUD Services	(\$17,095.00)
Total	\$0.00

Related Financial/FTE Comments:

No new levy funding will be required to support the increase in staffing levels.

Office use only:

RBA 2021 - 7589

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Community Support Program staffing request

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Salaries	11-480-744.61xx	\$63,978.00
TOTAL		\$63,978.00

CREDIT		
Description of Accounts	Acct #	Amount
Rule 79 TCM	11-480-741.5422	\$46,883.00
SUD Services	11-480-XXX.55XX	\$17,095.00
TOTAL		\$63,978.00

Reason for Request:

Staffing changes within the Community Support Program

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Signal Maintenance Agreement 1045459 with the State of MN for the Highway 212 and Highway 11 Interchange

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

Carver County is the lead agency for the Jonathan Carver Parkway Project, which is mostly within the City of Carver and a small portion with the City of Chaska. The project scope includes modifications to the two traffic signals at the Highway 212/11 interchange ramp intersections. An existing signal maintenance agreement for this interchange needs to be modified to include the City of Carver since the City boundary has expanded to include the southern intersection at this interchange location. This traffic signal maintenance agreement includes the roles and responsibilities and cost responsibilities for all of the agencies. Carver County will need to provide maintenance of the traffic signal indicator lights if they fail or at the end of their service life. MnDOT will continue to own and manage the operations of the traffic signal system. The Cities of Chaska and Carver are responsible for providing electrical power, maintaining the luminaire light fixtures and painting of the entire system. This agreement is consistent with other similar intersections and MnDOT policy, and Public Works staff is recommending approval.

ACTION REQUESTED:

Motion to approve a resolution for an agreement with the STATE OF MN for Traffic Signal Maintenance at the Highway 212 and Highway 11 interchange intersections, pending finalization of the contract review process.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7583

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

Date: April 20, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**SIGNAL MAINTENANCE AGREEMENT
NO. 1045459
WITH THE STATE OF MINNESOTA**

IT IS RESOLVED that Carver County enter into MnDOT Agreement No. 1045459 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance by Carver County of the Traffic Control Signals construction and other associated construction to be performed upon, along, and adjacent to County State Aid Highway (C.S.A.H.) No. 11 from Trunk Highway No. 212 North Ramps to Trunk Highway No. 212 South Ramps within the corporate City limits of the Cities of Chaska and Carver under State Project No. 1017-110.

IT IS FURTHER RESOLVED that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

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 20th day of April, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of April, 2021.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Encore Adult Day Services Quarter 1 2021 Donations Received

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Encore Adult Day Services continues to receive periodic donations that can be utilized to enrich the participant experience. During Quarter 1 of this year, Encore received \$106 in monetary donations, and \$110 value in tangible items that can be utilized by the program (\$216 total value).

ACTION REQUESTED:

Approve receipt of donations from Quarter 1 2021.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7585

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Construction Contract for the Highway 140 Bridge Projects

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

This contract is for the replacement of two bridges on Highway 140 in Carver County. The bridge projects are referred to in the County's Capital Improvement Project as the "Highway 140 Bridge Project - Carver Creek W" and the "Highway 140 Bridge Project - Carver Creek E" projects. The work under this contract includes removal of timber bridges and replacement with box culverts. Carver County Bridge L2795 will be replaced with a dual line box culvert (new bridge number 10J35) on Highway 140 over Carver Creek. Bridge 10504 will be replaced with a dual line box culvert (new bridge number 10J33) on Highway 140 over Carver Creek. Replacements are due to the overall age and poor conditions of the existing bridges. Bridges 10J35 and 10J33 have been awarded state bridge bonds through the Local Bridge Replacement Program (LBRP) to pay for structure replacement costs. The County is responsible for the approach grading costs under the LBRP.

In addition, two smaller culvert crossings of Highway 140 are proposed to be removed and replaced under this contract. These two culverts are in overall poor condition. The replacement of the two culverts will occur under this contract, in preparation for a pavement resurfacing of Highway 140 during the late summer or fall of 2021.

On Thursday April 8th, four (4) bids were received for this contract. The low responsible bidder is Landwehr Construction, Inc. The bid results with all the bidders are identified in the attachments. Staff is recommending award to the low responsible bidder.

ACTION REQUESTED:

Motion to adopt a resolution to award a construction contract to Landwehr Construction, Inc. in the amount of \$1,236,343.10 for the Highway 140 Bridge Projects, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

LBRP

Total

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7592

Bid Summary with Engineer's Estimate
2021 Box Culverts and Culvert Replacements- CR 140/CSAH44
Carver County Public Works
Date: 4-8-2021

Bidder Name	Total Amount	Percent Over/Under Estimate
Engineer's Estimate	\$1,501,518.35	
Landwehr Construction, Inc.	\$1,236,343.10	17.66% UNDER
Mathiowetz Construction Company	\$1,270,122.04	15.41% UNDER
Minger Construction Co. Inc.	\$1,505,363.25	0.26% OVER
Midwest Contracting, LLC	\$1,586,991.50	5.69% OVER

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

Date: April 20, 2021 Resolution No: _____
Motion by Commissioner: _____ Seconded by Commissioner: _____

**Awarding of the Highway 140 Bridge Projects
Carver County Contract 21-137 PR #148737/148738**

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

WHEREAS, On Thursday April 8, 2021 at 2:00 p.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, four (4) bids were received by Carver County Public Works and opened by two (2) representatives of Carver County Public Works for the Highway 140 Bridge Projects, said bids for the responsible bidders are summarized as follows:

Bidder Name	Total Amount	Percent Over/Under Estimate
Engineer's Estimate	\$1,501,518.35	
Landwehr Construction, Inc.	\$1,236,343.10	17.66% UNDER
Mathiowetz Construction Company	\$1,270,122.04	15.41% UNDER
Minger Construction Co. Inc.	\$1,505,363.25	0.26% OVER
Midwest Contracting, LLC	\$1,586,991.50	5.69% OVER

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

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract 21-137 with Landwehr Construction, Inc. of St. Cloud, MN, in the name of the County of Carver for the construction of the Highway 140 Bridge Projects in accordance with the construction plans and specifications contained in the project manual; and

BE IT FURTHER RESOLVED that Carver County Public Works is hereby authorized and directed to return the proposal guaranty to the bidders, except that of the successful low responsible bidder and second and third lowest bidder, which shall be retained until the construction contract has been signed and the performance and payment bonds of the low responsible bidder have been executed; and

BE IT FURTHER RESOLVED that Carver County Engineer, or his designee, is hereby authorized to take actions necessary and to enter into work orders, change orders or supplemental agreements on behalf of Carver County with an amount less than one hundred thousand dollars (\$100,000) and an increased

aggregate project total of all project changes of two hundred thousand dollars (\$200,000), when time is of the essence to make contract changes due to unforeseen construction conditions in order to minimize construction delays and to efficiently carry out the planned project improvements.

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 20th day of April, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of April 2021.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution of Support to Request Priority Project Funding Consideration for US Highway 212

Primary Originating Division/Dept: <u>Public Works - Program Delivery</u>	Meeting Date: <u>4/20/2021</u>
Contact: <u>Lyndon Robjent</u> Title: <u>PW Director/County Engineer</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The U.S. House Committee on Transportation and Infrastructure encourages Members to work with their State and local transportation agencies to identify projects that will help advance the goals of transportation and infrastructure legislation and requires U.S. House Members to submit project information regarding eligible projects for consideration.

The US Highway 212 Rural Freight Mobility and Safety Project is located on Highway 212 between Highway 34 and Highway 36 and meets the eligibility guidance for consideration of Community Project Funding and Priority Project funding. Carver County, in partnership with the Minnesota Department of Transportation (MnDOT) is seeking funds to reconstruct US Highway 212, part of the National Highway System and identified by MnDOT as a Critical Rural Freight Corridor, from a two-lane rural highway to a four-lane divided expressway between Norwood Young America (Highway 34) and Cologne (Highway 36). The proposed improvements will remove barriers to efficient freight movement and job opportunities, support economic vitality by providing development opportunities at key locations, preserve and remedy existing infrastructure, and improve mobility and safety for all corridor users.

The Priority Project request under the Transportation and Infrastructure Committee is for request of \$25 million to reconstruct US Highway 212 from a two-lane undivided highway to a four-lane divided expressway between Norwood Young America and Cologne.

ACTION REQUESTED:

Approve resolution of support for submittal of the US Highway 212 Rural Freight Mobility and Safety Project for consideration of Priority Project funding to reconstruct US Highway 212 from a two-lane undivided highway to a four-lane divided expressway between Norwood Young America and Cologne, and authorizes and directs the Carver County Engineer to submit requested project information

FISCAL IMPACT: Other

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	<input type="text"/>
County Sales Tax	\$17,000,000.00
State/MnDOT	\$13,900,000.00
Met Council Regional S...	\$3,500,000.00
Priority Project Request	\$25,000,000.00
Total	\$59,400,000.00

Related Financial/FTE Comments:

This project is on the approved Transportation Sales Tax project list.

Office use only:

RBA 2021 - 7597

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

Date: April 20, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution of Support and Approval for Submittal of the US Highway 212 Rural Freight Mobility and Safety Project for a Transportation and Infrastructure Priority Project Request

WHEREAS, the U.S. House Committee on Transportation and Infrastructure encourages Members to work with their State and local transportation agencies to identify projects that will help advance the goals of transportation and infrastructure legislation; and

WHEREAS, the U.S. House Committee on Transportation and Infrastructure requires U.S. House Members to submit project information regarding eligible projects for consideration; and

WHEREAS, Carver County, in partnership with the Minnesota Department of Transportation (MnDOT) is seeking funds to reconstruct US Highway 212, part of the National Highway System and identified by MnDOT as a Critical Rural Freight Corridor, from a two-lane rural highway to a four-lane divided expressway between Norwood Young America (County Highway 34) and Cologne (County Highway 36); and

WHEREAS, the proposed improvements will remove barriers to efficient freight movement and job opportunities, support economic vitality by providing development opportunities at key locations, preserve and remedy existing infrastructure, and improve mobility and safety for all corridor users; and

WHEREAS, the US Highway 212 Rural Freight Mobility and Safety Project meets the eligibility guidance for consideration of Priority Project funding; and

WHEREAS, the Carver County Board of Commissioners adopted a ½ percent local option sales tax in May 2017 dedicated for transportation projects. This project is identified in the implementation plan for use of these funds and is a new local revenue source to match federal funds; and

WHEREAS, Carver County will provide funding towards the local match and partner with MnDOT to contribute to the overall local match and project funding as identified in the project information; and

NOW THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners supports and approves submittal of the US Highway 212 Rural Freight Mobility and Safety Project for consideration of Priority Project funding to reconstruct US Highway 212 from a two-lane undivided highway to a four-lane divided expressway between Norwood Young America and Cologne, and authorizes and directs the Carver County Engineer to submit requested project information.

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 20 day of April, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of April 2021.

Dave Hemze
Administrator

County

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Recognition of Chaska Hawks Girls Basketball Team

Primary Originating Division/Dept: County Board

Meeting Date: 4/20/2021

Contact: Dave Hemze Title: County Administrator

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Commissioner Degler requested the Board recognize the Chaska Hawks Girls Basketball Team, the 2021 Minnesota State High School League Class 4A Girls Basketball Champions.

ACTION REQUESTED:

Approve Proclamation recognizing the Chaska Hawks Girls Basketball Team

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7600



**COUNTY OF CARVER
IN RECOGNITION OF
CHASKA HAWKS
GIRLS BASKETBALL TEAM**

WHEREAS, the Chaska Hawks Girls Basketball Team, through their hard work and dedication, completed their 2021 season with an 18-0 record; and

WHEREAS, on April 9, 2021, the Chaska Hawks Basketball Team defeated the Rosemount Girls Basketball Team, by the score of 45-43 winning the 2021 Minnesota State High School League Girls Basketball Championship; and

Whereas, these athletes represent the outstanding tradition of excellence and unwavering pride and spirit that are at the heart of Chaska Hawks; and

Whereas, the Carver County Board of Commissioners would like to acknowledge each of these players for their steadfast discipline and determination to succeed and the coaches for their continuous leadership;

NOW, THEREFORE, the Board of Commissioners of Carver County, Minnesota, recognizes the Chaska Hawks Girls Basketball Team, the 2021 Minnesota State High School League Class 4A Girls Basketball Champions

BOARD OF COMMISSIONERS

Tim Lynch, Chair
Gayle Degler, Vice Chair
John P. Fahey
Matt Udermann
Tom Workman

Carver County Board

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Application for Tobacco License for E-Cig POD USA LLC dba E-Cig POD

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

E-Cig POD USA LLC dba E-Cig POD has applied for a Tobacco License in Carver County and is in compliance with the Carver County Tobacco Ordinance. The owner is requesting the Carver County Board of Commissioners approval to sell tobacco products. This business is a second location to a previously applied for license. The address of the business is 840 W 78th St Chanhassen MN 55317.

ACTION REQUESTED:

Approval of the Carver County Board to issue a second location Tobacco License to E-Cig POD USA LLC dba E-Cig POD.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7593

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Application for 2020-2021 renewal of On-Sale Liquor License for Parley Lake Winery LLP dba Parley Lake Winery

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Steven Zeller, President and Lindley Deardorff, Chairman of Parley Lake Winery LLP dba Parley Lake Winery have applied for renewal of their On-Sale Liquor License. They are located at 8280 Parley Lake Rd, Waconia. There are no delinquent taxes owing on the property.

ACTION REQUESTED:

Motion to approve the application for renewal of the On-Sale Liquor License for Parley Lake Winery LLP dba Parley Lake Winery.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7608

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution of Support to Request Congressional Community Project Funding and Priority Project Consideration for Highway 5

Primary Originating Division/Dept: Public Works - Program Delivery	Meeting Date: 4/20/2021
Contact: Lyndon Robjent Title: PW Director/County Engineer	Item Type: Consent
Amount of Time Requested: minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: Title: 	
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development	

BACKGROUND/JUSTIFICATION:

The U.S. House of Representatives Committee on Appropriations announced that Community Project Funding requests including Local Transportation Priorities from Members of Congress will be considered in the Fiscal Year 2022 cycle. Each Member of Congress may submit ten projects to the Appropriations Committee for consideration, and U.S. Congressman Phillips has requested eligible projects serving Minnesota's Third District be submitted for consideration.

Likewise, the U.S. House Committee on Transportation and Infrastructure encourages Members to work with their State and local transportation agencies to identify projects that will help advance the goals of transportation and infrastructure legislation and requires U.S. House Members to submit project information regarding eligible projects for consideration.

The Highway 5 Mobility and Lake Minnewashta Causeway Bridge Project is located on Highway 5 between Minnewashta Parkway and Highway 41 and meets the eligibility guidance for consideration of Community Project Funding and Priority Project funding. Carver County partnered with neighboring cities, MnDOT, and the Minnesota Landscape Arboretum to identify transportation system improvements in the Arboretum Area on Highway 5, to serve safe and efficient multimodal travel. The corridor study, the Arboretum Area Transportation Plan, recommends improving Highway 5 to a four-lane roadway to reduce vehicle delay up to 80 percent, provide multimodal facilities, improve safety for all users, reconnect the significant wetland complexes supporting Lake Minnewashta by bridging over this area, and providing a new intersection treatment at Highway 5 and Highway 41 to reduce delay and crashes. Completing this project will provide improved safety, mobility, community connectivity, environmental sustainability, and quality of life, all while accommodating planned growth.

The Community Project Funding request is in the Local Transportation Priorities category and is a request for \$2 million to help fund project development activities including design engineering and environmental documentation. The Priority Project request under the Transportation and Infrastructure Committee is a larger request of \$27 million to complete the design, environmental documentation, land acquisition, construction administration and construction for expanding the 2-lane section of Highway 5 to a 4-lane expressway between Minnewashta Parkway and TH 41 as well as intersection capacity improvements for the TH 5/TH 41 intersection.

ACTION REQUESTED:

Approve resolution of support for submittal of the Highway 5 Mobility and Lake Minnewashta Causeway Bridge Project for consideration of Community Project Funding and Priority Project funding for corridor improvements that will benefit the safe and efficient travel for all users, and authorize and direct the Carver County Engineer to submit requested project information.

FISCAL IMPACT: Other	FUNDING						
If "Other", specify: 	County Dollars = 						
FTE IMPACT: None	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px;">County Sales Tax</td> <td style="border: 1px solid black; padding: 2px; text-align: right;">\$17,000,000.00</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Priority Project Request</td> <td style="border: 1px solid black; padding: 2px; text-align: right;">\$27,000,000.00</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Total</td> <td style="border: 1px solid black; padding: 2px; text-align: right;">\$44,000,000.00</td> </tr> </table>	County Sales Tax	\$17,000,000.00	Priority Project Request	\$27,000,000.00	Total	\$44,000,000.00
County Sales Tax	\$17,000,000.00						
Priority Project Request	\$27,000,000.00						
Total	\$44,000,000.00						
<input checked="" type="checkbox"/> Insert additional funding source							

Related Financial/FTE Comments:

This project is on the approved Transportation Sales Tax project list.

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

Date: April 20, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution of Support and Approval for Submittal of the Highway 5 Mobility and Lake Minnewashta Causeway Bridge Project for a Community Project Funding Request and Transportation and Infrastructure Priority Project Request

WHEREAS, the United States House of Representatives Committee on Appropriations announced that Community Project Funding requests including Local Transportation Priorities from Members of Congress will be considered in the Fiscal Year 2022 cycle; and

WHEREAS, each Member of Congress may submit ten projects to the Appropriations Committee for consideration. U.S. Congressman Phillips has requested eligible projects serving Minnesota's Third District be submitted for consideration; and

WHEREAS, the U.S. House Committee on Transportation and Infrastructure encourages Members to work with their State and local transportation agencies to identify projects that will help advance the goals of transportation and infrastructure legislation; and

WHEREAS, the U.S. House Committee on Transportation and Infrastructure requires U.S. House Members to submit project information regarding eligible projects for consideration; and

WHEREAS, Highway 5 serves a major east-west connection between Eden Prairie, Chanhassen, Chaska, Victoria, Waconia and Norwood Young America for both regional commuter and freight traffic and also provides primary access to the Minnesota Landscape Arboretum and its 500,000 visitors per year; and

WHEREAS, Highway 5 serves 27,000 vehicles per day on a two-lane roadway creating significant congestion and resulting in a crash rate 2.5 times the state average and the corridor lacks consistent bicycle and pedestrian facilities which limits alternative modes of transportation; and

WHEREAS, Carver County partnered with neighboring cities, MnDOT, and the Minnesota Landscape Arboretum to identify transportation system improvements in the Arboretum Area on Highway 5, to serve safe and efficient multi modal travel; and

WHEREAS, the Arboretum Area Transportation Plan recommends improving Highway 5 to a four-lane roadway to reduce vehicle delay up to 80 percent, provide multimodal facilities, improve safety for all users, reconnect the significant wetland complexes supporting Lake Minnewashta by bridging over this area, and providing a new intersection treatment at Highway 5 and Highway 41 to reduce delay and crashes; and

WHEREAS, the environmental constraints of this area include extensive wetlands and requires a context sensitive design engineering process and environmental assessment;

WHEREAS, completing this project will provide improved safety, mobility, community connectivity, environmental sustainability, and quality of life, all while accommodating planned growth; and

WHEREAS, the Highway 5 Mobility and Lake Minnewashta Causeway Bridge Project meets the eligibility guidance for consideration of Community Project Funding and Priority Project funding; and

WHEREAS, Carver County and its state and local partners have secured \$65 million for Highway 5 through various sources and project partners have limited current capacity to fund additional related expenses; and

WHEREAS, Carver County will provide funding towards the local match and partner with MnDOT to contribute to the overall local match and project funding as identified in the project information; and

NOW THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners supports and approves submittal of the Highway 5 Mobility and Lake Minnewashta Causeway Bridge Project for consideration of Community Project Funding and Priority Project funding for corridor improvements that will benefit the safe and efficient travel for all users through the Arboretum Area, Carver County, and the region, and directs the Carver County Engineer to submit requested project information.

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 20 day of April, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of April 2021.

Dave Hemze
Administrator

County

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Independent Contractor/Professional Services Agreement (PSA) with Northwoods Consulting Partners, Inc. to reengineer and reconfigure the current software used in the HHS Income Support Department.

Primary Originating Division/Dept: Health & Human Services

Meeting Date: 4/20/2021

Contact: Heather A. Goodwin Title: Deputy Division Director

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Northwoods Consulting Partners, Inc. has a long, productive relationship working with Carver County Health and Human Services. They currently support our OnBase and Compass software utilized by our Financial Assistance and Child Support units and they support OnBase and the Pilot/Co-Pilot case management software utilized by our Child and Family and Home & Community-Based Care (HCBC) departments.

The County Board authorized funding in August 2020 using CARES Act CRF dollars for the completion of a technology consultation and solution optimization evaluation of our current software utilized by the Human Services department after potential shortcomings and gaps in the current software systems emerged after 75% of Human Services staff pivoted to working remotely in March 2020 due to the pandemic.

In the Income Support department, the study analyzed our business processes to look for ways to streamline work and evaluated our current software to identify if the current workflow and functionality still met our needs in a new remote service delivery environment. The study occurred over several weeks and included interviews with our frontline staff. The study unveiled that the current configuration of the OnBase and Compass software did not support a remote work force efficiently and now misaligns with our long-term hybrid/blended staffing model and creates barriers to providing the best customer service possible.

Based on the evaluation findings, the main recommendation was a reengineering and reconfiguring of the current systems already utilized in the Income Support Department. Reconfigurations will improve standardization amongst workers and reduce risk of error and lost documents. One example is enhancing the taxonomy, updating document types, and modifying system profiles to improve the scanning process, not only by case workers but also improve the exchange of documents between Income Support and other Human Services departments such as the Front Desk, Child & Family, and Home and Community-Based Care. Reengineering will reduce manual steps in the workflow cycle and save workers time which will allow them to process cases more efficiently and get benefits out the door and into the hands of eligible recipients quicker. Two examples include developing fields within the software so case data will autofill and creating new standardized forms.

The cost to enhance and update the software utilized in the Income Support department is \$244,620.00. Dollars from the Budget Stabilization Account (BSA) will be used to fund these reconfigurations. Information was shared about this software project via RBA 7501 at the 03/23/2021 Board Work Session. BSA dollars to fund this project were approved by the County Board at the 04/06/2021 Board meeting. This project is the second step in moving toward a fully integrated document exchange between the three Human Services departments.

ACTION REQUESTED:

Motion to approve the Independent Contractor/Professional Services Agreement with Northwoods Consulting Partners, Inc. in the amount of \$244,620.00 using BSA dollars to complete software enhancements in Human Services' Income Support Department. The PSA has already routed and been approved in the contract portal.

FISCAL IMPACT: Included in current budget

If "Other", specify:

BA done on 4/6, COVID19 BSA use approved

FUNDING

County Dollars =	\$0.00
BSA dollars	\$244,620.00
Total	\$244,620.00

FTE IMPACT: None

Related Financial/FTE Comments:

No local tax levy dollars are being requested in order to complete this reconfiguration project.

Office use only:

RBA 2021 - 7599

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Land Records Software License Amendment: TriMin Hosting

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services - Property Records"/>	Meeting Date: <input type="text" value="4/20/2021"/>
Contact: <input type="text" value="Kathleen Smith"/> Title: <input type="text" value="Land Records Manager"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text" value="David Frischmon"/> Title: <input type="text" value="PFS Division Director"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

The County has a Master Computer Software License Agreement with TriMin for their Land Records software programs which is commonly referred to as "LandLink and LandShark". Land Records management recommends that TriMin start providing supplemental third-party hosting services in connection with the LandLink, LandShark, Lighthouse, Image Mover, LandScan and LandNotification software products and image storage licensed under the Master Agreement. IT management supports this change which creates significant efficiencies for land record staff by eliminating duplicate data entry when indexing land records in OnBase and benefits the County's IT staff from land records storage being moved to the cloud. The \$49,500 annual license fee will be paid for by Recorders Technology Fees.

ACTION REQUESTED:

Motion to approve an Amendment to Master Computer Software License Agreement for TriMin to host their Land Records software program.

FISCAL IMPACT: <input type="text" value="Budget amendment request form"/> <p><i>If "Other", specify:</i> <input type="text"/></p>	FUNDING County Dollars = <input type="text" value="\$49,500.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$49,500.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Recorders Technology Fees are a statutory fee collected by the County that is restricted for technology projects related to maintaining Land Records so they are readily available to the public.

Office use only:

RBA 2021 - 7474

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Land Records Software License Amendment: TriMin Hosting

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Service Agreements	02-100.6346	\$49,500.00	Data Processing Services	02-100-100.6263	\$49,500.00
TOTAL		\$49,500.00	TOTAL		\$49,500.00

Reason for Request:

Utilization of Recorders Technology Fees that is restricted for techonology projects related to maintaining Land Records-TriMin Hosting.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Semi-Annual Report to the County Health Board

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

Meeting Date: 4/20/2021

Contact: Richard Scott Title: Deputy Division Director

Item Type:
PH Board (CHB)

Amount of Time Requested: 25 minutes

Attachments: Yes No

Presenter: Richard Scott Title: Deputy Division Director of HHS

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Dr. Richard Scott, Carver County Community Health Services Administrator and Deputy Division Director for Health Services, will provide Carver County Board of Health with a Semi-Annual Update as required by MS 145A. The update will include discussion of the 2021 County Health Rankings (State rankings from Robert Wood Johnson Foundation), and update on the Community Health Improvement Plan, WIC program update, status of COVID-19 pandemic and vaccination roll out.

ACTION REQUESTED:

Motion to convene as the Carver County Board of Health, and receive the semi-annual report of the Community Health Services Administrator.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7586

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Reopening Phase III Update

Primary Originating Division/Dept: Administration (County)

Meeting Date: 4/20/2021

Contact: Dave Hemze Title:

Item Type:
Regular Session

Amount of Time Requested: 30 minutes

Attachments: Yes No

Presenter: Dave Hemze Title: County Administrator

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

BACKGROUND/JUSTIFICATION:

County Administrator Hemze will review the latest proposed reopening plan which is attached. The recommendation includes reopening County facilities as outlined in the document effective June 1. The plan continues to strive to limit numbers of staff delivering services in-person/onsite, and respective divisions will identify the minimum staffing levels necessary to resume basic or limited walk-in and onsite service options. Some services such as License Centers will continue to be by appointment only, or directed to online/virtual service options as outlined in the document.

ACTION REQUESTED:

Motion to adopt the updated Reopening Phase III plan effective June 1, 2021.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7590



COVID-19

Reopening Carver County – Phase III

~~Adopted March 16~~ Proposed April 20, 2021

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

- ~~1. All buildings remain closed to general walk-in traffic during Reopening Phase I and during the initial stages of Phase II.~~
- ~~2.1.~~ 2.1. Service by appointment is offered for certain services that cannot be completed via other methods or are difficult to complete online due to lack of an electronic solution, complexity of transaction, or customer barrier to accessing the service online.
- ~~3.2.~~ 3.2. Electronic processing of documents and applications, and delivery of services via virtual methods are continued and increased where possible. Methods for effective virtual service delivery are refined. Innovations are continued into the future when appropriate.
- ~~4.3.~~ 4.3. Physical spaces are appropriately prepared (room arrangements to support social distancing, protective barriers installed, enhanced cleaning protocols continued, etc.).
- ~~5.4.~~ 5.4. Employees continue to telework where effective service delivery can be provided through remote work arrangements.

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

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

COVID-19

Reopening Carver County –Phase III

~~Adopted March 16~~ Proposed April 20, 2021 ~~to be effective June 1, 2021~~

Division	Services to Reopen	Services to Remain Closed/Other Notes
County Attorney	<p>Jury trials: No new jury trials until after March 15, 2021 unless Chief Judge and Chief Justice grant an exception. No in-person court proceedings until after March 15, 2021 unless Chief Judge grants an exception. Court hearings continue to be held remotely.</p> <p><u>The courts determine whether cases will be held in-person and in the courtroom or via tele-court. Some cases and jury trials are being held in person and in the courtroom, but it depends on the case and circumstances.</u></p>	<p>The County Attorney's Office will open with the majority of employees working remotely and some employees present in the office to assist walk-ins.</p> <p>The County Attorney's office remains closed to walk-in services. The majority of employees in the County Attorney's Office are working remotely and providing all services via available technology.</p>
Court Administration	<ol style="list-style-type: none"> <u>Jury trials and court proceedings:</u> See above notes. <u>Service counters:</u> Open for walk-ins with by appointment <u>encouraged only</u>. Services include criminal, traffic, juvenile, CHIPS, family, civil, and probate related cases. <u>Law Library:</u> Space and computer terminals open <u>with capacity limitations by appointment only</u>. 	
County Board and Advisory Committees	<p><u>Board Meetings:</u> Board members are attending in person with limited staff in the room.</p>	<p>Buildings remain closed for County Board, advisory committees, and other meetings. Board <u>Room will open with limited capacity (12 audience members)</u>. <u>Meetings are live streamed, and offer email and voicemail public comments.</u> Advisory committee meetings are being conducted via videoconference.</p>

Employee Relations	N/A – All services fully operational remotely	Employee Relations is fully functional remotely and completing all services via available technology. Employee Relations will continue to deliver services remotely.
Health and Human Services	<ol style="list-style-type: none"> 1. <u>CareerForce</u>: By appointment only for employment assistance and by reservation for job searches on computers. 2. <u>Accounting</u>: Receipt Child Support payments 3. <u>Adolescent Day Treatment</u>: Open four days per week with one day telehealth. Responsive to guidelines and mitigations strategies practiced by local school districts. 4. <u>Mental Health Crisis</u>: Mobile crisis provide both teletherapy and face-to-face services with appropriate level of PPE in the hospital and community setting based on situational response. 5. <u>Housing Unit</u>: Utilizing tele/video communications. Face to face contact with appropriate PPE only in crisis situations. 6. <u>Immunization clinics</u>: By appointment only. 7. <u>Adult and Juvenile Probation</u>: By appointment only for all clients. Remote work and virtual appointments continue. In-person supervision as needed. Post-court intake packets available at Court Services door with drop box or online for submission. 8. <u>School Linked Mental Health</u>: Providing services according to the safe learning model in alignment with current school district protocols. 9. <u>Chemical Health, CSP and SOAR Programs</u>: Utilizing tele/video assessments/case management. Face to face contact with appropriate PPE only in crisis situations. 10. <u>Mental Health Outpatient Services</u>: Currently 100% teletherapy. 10.11. <u>Child Protection</u>: Child Protection Family Visitation by appointment only and UA's (Urinalysis) by Appointment only. 	<p><u>Child and Family services, Home and Community-Based Care services, and Financial Assistance</u>: All services have continued utilizing alternative communication methods during the building closure. Remote work and tele/video communication solutions will continue until further notice.</p> <p><u>Will continue to offer telehealth services across all services where allowed. May need to shift to in person services if current waivers allowing telehealth services are rescinded.</u></p>

	<p>11.12. <u>Child Protection</u>: Assessment workers may need to meet with families in person to assess and establish safety for children on child protection reports.</p> <p>12.13. <u>Child & Family</u>: By appointment only for the provision of services tied to a case plan with supervisor approval. Attend court as required by Judge that will include any case related planning associated with court such as transporting clients, doing UAs, and other requirements per the Court. In person contact, by appointment, may be needed for child welfare cases when virtual work is not effective.</p> <p>13.14. <u>Child and family</u>: By appointment in-person home visits for foster care licensing staff to confirm home meets safety requirements for licensure.</p> <p><u>15. Child Support</u>: In-person court hearings. By appointment only, meetings with residents to address barriers contributing to the wellness of the children.</p> <p><u>16. Encore Adult Day Services program to open to participants in accordance with guidelines from DHS and MDH no earlier than 6/1/2021. DHS allows for these programs to open for full time services with adequate mitigation protocols.</u></p> <p><u>17. Will need to increase level of support staff on site to manage front desk operations, support tasks for staff, and increases in appointment based services, as well as possible increase in walk up traffic.</u></p> <p>14.-</p>	
<p>Property and Finance</p>	<p>1.- <u>Property Tax, Land Records, Assessing, License Centers, and Elections & Licensing: Starting June 1, front counters will be re-opened to provide walk-up services. On-line services and appointments will continue to be encouraged. Appointments offered for certain services including driver's licenses, passports, road tests, title transfers, County Commissioner candidate filing, land record plats, complicated property tax appeal, complicated property tax</u></p>	<p>1.- <u>License Center drive through windows: Open for all limited services. Plan to keep front doors closed to walk-up customers until State's backlog of expired driver's licenses is reduced to pre-COVID19 levels to avoid staff being overwhelmed by customer traffic inside the License Center buildings. such as tab renewals, title transfers and DNR licenses.</u></p>

	<p>statement, delinquent property tax confession of judgements, etc.</p> <p><u>2.1. Property tax payments:</u> Can be made via a drop-off box in the Government Center parking lot, a drop-off box at the Chanhassen License Center, the Chaska License Center drive-through, online payments via county website, or US mail.—Property tax payments by appointment for other limited circumstances.</p>	<p><u>2.1. Marriage licenses:</u> Temporary authority to provide electronically thru May, 2021. Minnesota Legislature considering making this a permanent change.</p>
<p>Public Services</p>	<p><u>1. Complicated applications/permits: By appointment for Veteran Services, Land Management/Environmental Services/Water Mgmt.—</u></p> <p><u>1. Outdoor services:</u> Provide services that can be conducted outside such as AIS inspections, land management site visits, feedlot inspections, septic inspections, water management field work, etc.</p> <p><u>2. Environmental inspections: Limited indoor environmental inspections may occur based on inspection priority or need.</u></p> <p><u>3. Rural recycling drop-off sites (Cologne, Mayer and NYA):</u> Open during regular hours.</p> <p><u>4. Environmental Center:</u> Open for drive through drop off and the Re-Use room will is open in April.</p> <p><u>5. Libraries: Chanhassen, Chaska, Waconia, and Norwood Young America All libraries</u> are open for grab and go services. Chanhassen, Waconia, and Norwood Young America are open for study spaces. Curbside is offered in at least one location. Computer access available. Express libraries are open. Online and social media-based services and programs have been expanded. Law library is open by appointment. <u>Plan to open Watertown and Victoria grab and go services in April. Limited outdoor, social distanced programs such as storywalks may be offered. Non-staffed book sales will occur in libraries and volunteer based outdoor book sales will be planned for late spring and summer. The library will look for ways to safely partner with</u></p>	<p><u>Extension:</u> The University of Minnesota is taking the lead on when and how they open programs and services that they offer locally. Our local Extension Office remains closed for walk-up services. <u>Starting June 1, allow for appointments and windows of time that the Extension Office will be open for dropping off and picking up items (e.g. animal tags for County Fair). Allow Extension to hold meetings and programs at Public Works that are challenging to hold virtually (e.g. judging for County Fair). Extension meeting and programs are limited to 15 people or 25% of room capacity.</u></p>

	<p><u>outdoor camps for youth and summer school programs. Continue to evaluate and modify hours open to the public, building capacity, and meeting rooms in Chanhassen.</u></p> <p><u>6. Veterans Transportation Veterans Services: Removed the pause on transportation services and Continue to offer are offering, by appointment, one on one transportation service of Carver County veterans to and from medical appointments. Starting June 1, the Veteran Services Office will be open to the public. Will have front desk open to answer basic questions, pick-up or drop-off documents, schedule appointments, assist with emergency walk-ins. A Veteran Services Officer or Assistant Veteran Service Officer will be in the office to meet in-person with veterans who can't meet virtually.</u></p> <p><u>6.7. Land Management, Environmental Services, Planning and Water Management: Starting June 1, the front counter will be open for walk up service. Limited staff will be available in-person to answer questions. More complicated issues may require an appointment. When possible, appointments will be virtual however, some may be in-person with safety protocols in place.</u></p>	
<p>Public Works</p>	<p><u>1. PWHQ Building: Administrative staff will rotate in weekly shifts to serve walk-in customers at the front counter.</u></p> <p><u>1.2. Parks: All parks and trail facilities including playgrounds, sledding hills, and the off-leash dog remain open for use under normal hours of operation. Some restrooms are closed for the season. Day use picnic shelters are closed for the season. Picnic shelters begin operating May 15th with limitation of the Governor's Executive Orders for gatherings are scheduled to reopen following State guidelines the 1st weekend in May.</u></p> <p><u>2.3. Campgrounds: Baylor campground will reopen on May 7th. Campground operations conclude on October 17th for the 2021 season. COVID protocols for camping operations</u></p>	<p><u>PWHQ Office: Staff continue to work remotely, reporting to PWHQ intermittently as well as in the field for staff direction and project assessment. As services open to the public a phased return approach will be implemented with rotating staff between on-site and teleworking ensuring necessary coverage in Cologne while continuing to minimize staff contact.</u></p> <p><u>Park Events amenities: Large public/community events such as 4th of July celebrations, Walk-a-Thon fundraisers and 5k runs, are being considered on a case by case basis, requiring preparedness plans in</u></p>

	<p>remain in place for the 2021 season. is closed for the season. The 2021 season is scheduled to begin on Friday May 14, running through Sunday October 17 is open with a modified operational model as required.</p> <p>3-4. Beaches: Beaches are closed for the season. Beaches are scheduled to open May 29th and conclude on September 6th. Lifeguard Service begin June 12th and conclude August 15th. The 2021 beach season is scheduled to begin on Saturday June 12.</p> <p>5. Parks recreation services: Winter equipment rental facilities are operating at no more than 3 households inside a park building at a time. Outdoor programming (primarily XC skiing, snowshoeing and kicksledding) is being delivered with no more than (25) participants at a time. Some virtual and self-guided opportunities continue. Special events are required to keep participation to no more than (250) people and must have a specific event preparedness plan. Strong marketing and outreach efforts continue with a variety of focuses. Seasonal instructors are hired and continue to be utilized to deliver services. School groups are using ski trails at Lake Minnewashta RP for training purposes. Virtual and self-guided opportunities continue to be made available along with more-traditional (in-person) recreation services such as small youth day camps and family programs. Department special events may occur with no more than (250) people gathered at one time and must have a preparedness plan approved per County procedures. Marketing and outreach efforts continue to ensure public awareness of upcoming services and details for participation as result of COVID19. Seasonal instructors are hired and continue to be utilized to deliver services. It is anticipated that some external organizations will be bringing small-medium sized youth to the parks for summer beach field trips.</p>	<p>addition to typical County permitting requirements and processes. Additionally, these events are reviewed by Public Health and Risk Mgmt. via the County COVID19 policy & procedure. Large public/community events are being considered on a case by case basis, requiring preparedness plans in addition to typical County permitting requirements and processes. One public cross-country skiing/walking event is planned. There is a polar plunge event planned on March 20th, no other community events planned in the park areas through March. All event requests bring additional comment and review is conducted by Public Health and Risk Mgmt. via the County COVID19 policy & procedure.</p> <p>Parks Maintenance: Stewardship of park facilities and grounds continues for all park and trail facilities. Staff are maintaining separate work groups and reporting to Baylor and Lake Minnewashta Park Locations.</p> <p>Parks Administration: Office staff continue to primarily work remotely, reporting to PWHQ and park areas intermittently. Parks and Natural Resources Supervisor is reporting primarily to Baylor Regional Park and at field locations. Recreation staff and instructors report intermittently to PWHQ and to site and field locations</p> <p>Parks Admin, Manager, & Supervisors are reporting to PWHQ and park areas intermittently.</p>
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	<p><u>4-6.</u></p>	<p><u>Highway Operations:</u> Moved into spring and summer operations. Staff split in 3 locations (Cologne, Hollywood, and Chaska) with 5-6 people in each. Crews separated except on larger projects that require more than 6 people, in which case they are split into small sub-groups and practice physical distancing. Seasonal staff added as needed. In winter operations. Continue as is with staff split in 3 locations (Cologne, Hollywood, and Chaska) with 5-6 people in each. Fleet services remain operational at PWHQ.</p> <p><u>Highway Construction:</u> Limited activity. Highway 5 Trail continues, everything else is in winter shut down. Construction season is in progress and will run through November 2021. Inspection and surveying on construction projects will continue as planned. In person meetings for construction projects will occur outside if possible. Any meetings and interactions with contractors and vendors will utilize social distancing. PPE protocols in-place. Wash stations will be provided at field offices where possible to allow for regular hand washing. Field training related to Preventing the Spread of Infectious Diseases in Highway Work Zones will be given to all field staff</p> <p><u>Parks Maintenance:</u> Remains operational for winter maintenance activities.</p> <p><u>Office Administration:</u> Office staff continue to work remotely, reporting to PWHQ intermittently as well as in the field for staff direction and project assessment.</p>
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		<p><u>Right of way negotiations:</u> One-on-one meetings with property owners occurs as necessary. Physical distancing and PPE protocols in place.</p>
Sheriff's Office	<ol style="list-style-type: none"> 1. <u>Records requests:</u> Allowing. 2. <u>Jail visitation:</u> Allowing via WebEx, Zoom, or similar platform. Resume in-person by appointment only with video visitation encouraged. 3. <u>Permit to carry:</u> Maintain by appointment with expanded hours. <u>Allow in-person submission during normal business hours with social distance indicators in the lobby</u> 4. <u>Permit to Purchase:</u> Continue to encourage receiving by mail and added drop box in the lobby for those who choose in-person delivery. 5. <u>Volunteer-led jail programs:</u> Incrementally re-introduce in-person skill building programs (e.g., Skills to Pay the Bills) by appointment, while continuing to use technology when practical. Maintain in-person chemical dependency programming with added groups (e.g., Narcotics Anonymous). 6. <u>In-Custody Sentences:</u> Admitting self-reports for in-custody sentences if the subject has been sentenced to 10 days or less. 7. <u>Volunteer Support Services:</u> In-person training and operations is available. 8. <u>Warrant arrests:</u> Have resumed. 	<p>Most Sheriff Office services have continued during suspension as they are essential.</p> <p><u>We will want to continue to utilize video and other technologies going forward.</u></p>