

County Board Mn/DOT Chaska Truck Station Tour
April 17, 2012 - 2:00 p.m.



Carver County Board of Commissioners
April 17, 2012
Regular Session
County Board Room
Carver County Government Center
Human Services Building
Chaska, Minnesota

PAGE

4:00 p.m.	1.	a) CONVENE b) Pledge of allegiance c) Public comments (limited to five minutes) d) Introduction of New Employees	
	2.	Agenda review and adoption	
	3.	Approve minutes of April 3, 2012 Regular Session.....	1-4
	4.	Community Announcements	
4:00 p.m.	5.	CONSENT AGENDA	
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.1	Amendment No. 3 to professional services agreement – design of Bridge 5837 on CSAH 10	5
	5.2	Limited use permit for nonmotorized recreational trail	6
	5.3	Authorize fireworks display at Lake Minnewashta Regional Park	7-8
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
	5.4	Amendment No. 4 to professional services agreement – water resources design and engineering for CSAH 11 - SP 11-611-06	9
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
	5.5	Tobacco license	10
		<i>Culture: Provide an organizational culture which fosters individual accountability to achieve goals</i>	
	5.6	Approval of the 2012 collective bargaining agreement with AFSCME Council 65 Local 2789 Public Works Unit	11
	5.7	Approval of the AFSCME Council 65 Local 2789 Social Services Unit Collective Bargaining Agreement	12-13
	5.8	Approval of the LELS Local 289 Sergeants Unit Collective Bargaining Agreement.....	14
		<i>Finances: Improve the County's financial health and economic profile</i>	
	5.9	2012/2013 Auction services.....	15
	5.10	Community Social Services warrants	NO ATT
	5.11	Commissioners' warrants.....	SEE ATT

- 4:00 p.m. 6. **FINANCES: Improve the County’s financial health and economic profile**
 - 6.1 GFOA’s Certificate of Achievement for Excellence in Financial Reporting (2010) CAFR and award for Outstanding Achievement in Popular Annual Financial Reporting (2010 PAFR)..... 16
 - 6.2 Managed print services..... 17-18
- 4:20 p.m. 7. **COMMUNITIES: Create and maintain safe, healthy and livable communities**
 - 7.1 Minnesota Counties Computer Cooperative – delegate assignment recommendation 19-20
 - 7.2 Resolution to continue TMDL priority sub-watersheds and direct discharge program for 2012..... 21-26
- 4:40 p.m. **ADJOURN REGULAR SESSION**

Work Session Agenda

- 4:40 p.m. A. **CONNECTIONS: Develop strong public partnerships and connect people to services and information**
 - 1. Redistricting update 27

- 5:15 a.m. **BOARD REPORTS**
 - 1. Chair
 - 2. Board Members
 - 3. Administrator
 - 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

- | | |
|----------------|------------------------------|
| April 24, 2012 | 9:00 a.m. Board Meeting |
| May 1, 2012 | 9:00 a.m. Board Meeting |
| May 8, 2012 | 9:00 a.m. Board Work Session |
| May 15, 2012 | 4:00 p.m. Board Meeting |

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on April 3, 2012. Chair James Ische convened the session at 9:14 a.m.

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

Members absent: None.

The following amendment was made to the agenda:

Page 44 revised.

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

Workman moved, Degler seconded, to approve the minutes of the March 20, 2012, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Approved host County contract with Mount Olivet Rolling Acres.

Concurred with the City of Carver in the award of the contract to Landwehr Construction, Inc. in the amount of \$588,777.89.

Approved agreement with Bolton and Menk, Inc. and authorized the Chair and Administrator to sign the agreement.

Accepted all quotes and bids received for Carver County Project No. 1203, metal culverts and polyethylene pipe.

Accepted all quotes and bids received for Carver County Project No. 1204, mineral aggregates.

Awarded bid to Bryan Rock Products for Carver County Project No. 1205, limestone rock.

Accepted all quotes and bids received for Carver County Project No. 1206, plant mixed asphalt.

Accepted all quotes received for Carver County Project No. 1209, rental equipment.

Approved joint powers agreement with Three Rivers Park District and the City of Minnetrista for County Road 11 relocation project.

Resolution #22-12, 2012 National County Government Month.

Approved letter of agreement regarding participation in the Regional Parks Foundation of the Twin Cities Federation and authorized Chair to sign the agreement.

Approved Legacy Forest and Park donation programs for the Parks Department and allowed the Department to promote this program to the public.

Authorized the Sheriff's Office acceptance of \$100, \$50, \$226 and stuff animal donations.

Approved the three year grant renewal for the 2012 Signs of Safety, Safety Focused Family Partnership Training Initiative.

Announced redistricting public informational meeting at 7:00 p.m. on April 10, 2012, a preliminary hearing at 9:00 a.m. on April 24, 2012, and a final hearing at 9:00 a.m. on May 1, 2012.

Resolution #23-12 Proclamation for National Volunteer Week in Carver County.

Approved the following abatements:

25.2200010	Monk Properties LLC
25.2240070	MP Development LLC
75.3700050	Korolchuk Properties LLC
25.2200020	Monk Properties LLC
25.2240080	CW_V LLP
75.4610040	JamPartnership LLP
25.2200030	Chanhassen Lakes Bus. Park 3
30.0540040	Arbor Park II LLC
75.4610050	Jam Partnership LLP
30.1330010	Pine Park Properties LLC
25.2210010	HFC Real Estate Co LLC
58.7500050	Par Real Estate LLC
25.2240030	Waytek Inc.
58.7500090	YMI Properties LLC
25.2200070	Jill Louise Shipley LLC

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Sheriff Olson requested the Board approve Proclamations to honor and give tribute to the County's public safety employees.

He highlighted the work and responsibilities of dispatchers, corrections officers, jail nurses and law enforcement officers. Olson stated they all do a wonderful job and they should be proud of the employees they have in Carver County.

Sheriff invited Board members to visit Dispatch to experience how calls are handled and to ride along with officers. He also invited them to a future awards ceremony that honors citizens and employees that went above and beyond the call of duty.

Degler moved, Lynch seconded, to approve the Proclamations for Public Safety Telecommunications Week; National Correctional Officers Week, National Nurses Week and Police Week 2012. Motion carried unanimously.

Randy Wolf, Public Health, requested the Board adopt a Proclamation to recognize National Public Health Week. He stated this was an opportunity to recognize the great work and dedication of Public Health employees. He pointed out County Public Health rankings were just released and that Carver County ranked No. 2 in the State in health outcomes and health factors. Wolf also recognized the work of Land and Water and the work they do as it relates to the health of the County.

Lynch moved, Degler seconded, to proclaim April 2-8, 2012, National Public Health Week in Carver County. Motion carried unanimously.

Martin Walsh, Parks, requested the Board approve a County sponsorship of the 2012 Governor's Fishing Opener on Lake Waconia. He noted Kellie Sites, with the Waconia Chamber of Commerce, has been working diligently on this for four years.

Kellie Sites, Waconia Chamber, stated they were honored to be selected for this and have numerous committees working on the event. She stated they appreciated the involvement of the County and highlighted the events that would occur.

Walsh stated they recognized the significance of the event and requested authorization to waive the park fees, to approve a budget amendment to cover the overtime costs incurred by the Sheriff's Department and the authority to sign a sponsorship agreement.

Lynch moved, Maluchnik seconded, to recognize the 2012 Governor's Fishing Opener on Lake Waconia as a County Function and sponsor the event at a "Silver Walleye" level by waiving the park permit and special event fees for the shore lunch at Lake Waconia Regional Park; to authorize the use of Commissioner Contingency Funds for the overtime costs incurred by the Sheriff's Office for the needed policing for the events associated with the 2012 Governor's Fishing Opener, estimated to be between \$6,000 to \$7,000 and to accept up to 10 tickets each for the Shore Lunch event on Saturday, May 12th at Lake Waconia Regional Park and for the Celebration Banquet on Saturday, May 12th at the Lake Waconia Event Center for public relation purposes and to authorize signing the sponsorship agreement. Motion carried unanimously.

The Board thanked Ms. Sites for her efforts in bringing the event to the City of Waconia.

Lyndon Robjert, Public Works, requested the Board approve a negotiated settlement for property needed for the construction of the Maple Bridge that was completed last year. He stated it was standard procedure to negotiate right of way and when settlement was reach, come back for approval.

Chair Ische clarified he would be abstaining as the right of way was acquired from his second cousin.

Degler offered the following Resolution, seconded by Lynch:

Resolution #24-12
Right of Way Settlement – SAP 10-610-07

On vote taken, Degler, Lynch, Maluchnik, Workman voted aye. Ische abstained.

Degler moved, Maluchnik seconded, to go into closed session at 9:50 a.m. to discuss labor negotiations strategy. Motion carried unanimously.

The Board adjourned the close and Regular Session at 10:40 a.m.

David Hemze
County Administrator

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment No. 3 to Professional Services Agreement - Design of Bridge 5837 on CSAH 10

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

SRF Consulting Group, Inc. (SRF) is under contract to complete the design and construction plan for Bridge 5837 located on CSAH 10 over the Dakota Rail. Additional services were required from SRF due to the state shutdown in 2011 and changes that were made to the plan and project with the removal of the trail access from the project.

Amendment #3 to this contract provides for completion of this work by SRF Consulting Group.

ACTION REQUESTED:

Approve Amendment No. 3 to Contract #08-025 and authorize the County Board Chair and County Administrator to sign the ammendment.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1084

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Limited Use Permit for Nonmotorized Recreational Trail

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County in conjunction with the City of Chanhassen intends to construct a trail and underpass within the TH 41 right of way. A Limited Use Permit for Nonmotorized Recreational Trail is required by MNDOT for the improvement. The permit would allow for the construction, maintenance and operation of the trail until February 2022.

The Limited use permit is consistent with the resolution previously passed by the County Board on February ,7 2012 and is consistent with Cooperative Construction Agreement MndOT Contract No: 00135 for State SP 1008-73, and the Joint Powers Agreement between Carver County and the City of Chanhassen for Design and Construction of the trail.

ACTION REQUESTED:

Approve and authorize the County Board Chair to sign the Limited Use Permit for Nonmotorized Recreational Trail for Lake Minnewashta, TH 41 Trail and Undrepass project.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

This contract is related to the construction of a trail and underpass at Lake Minnewashta Regional Park and along TH 41. While this contract does not have a cost, the construction value of the trail and undrepass is \$1,890,801.

Office use only:

RBA 2012- 1102

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Authorize Fireworks display at Lake Minnewashta Regional Park**Primary Originating Division/Dept:

Meeting

Date: Contact: Title:

Item Type:

Consent Amount of Time Requested: minutesPresenter: Title: Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Parks Department has received a request to launch fireworks from within Lake Minnewashta Regional Park on July 4th, 2012. The request is from a group of homeowners who live on Lake Minnewashta and are requesting the use of Boat Access #2 at Lake Minnewashta Regional Park to launch fireworks. To accommodate the fireworks display, Boat Access #2 would be closed at 8 p.m. on July 4th. The parking area must be cleared of vehicles and people in order to establish a clear zone (safety zone) for Americana Fireworks Display Company to set up the fireworks. A special use permit fee of \$250.00 is being charged to the homeowners for the use of the park facility and to offset the costs of staff time. The homeowners and Americana Fireworks Display Company are responsible for obtaining permits from the City of Chanhassen and the Chanhassen Fire Department and coordinating water patrol services through the Carver County Sheriff's Office. In the event of bad weather, high winds out of the west or north, or extremely dry conditions, the fireworks display will be postponed and rescheduled for another date.

The County has approved past fireworks displays sponsored by the homeowners on Lake Minnewashta. Past displays have been conducted satisfactory. This is recommended for approval by the Carver County Parks Commission at the April 11th, 2012 meeting.

ACTION REQUESTED:

It is recommended the County Board authorize the use of Lake Minnewashta Regional Park Boat Access #2 for the July 4th fireworks display with the understanding that the County receives the following items before the event takes place:

- Signed Permit with indemnification Language from Americana Fireworks
- Permit Fee
- Current Certificate of Insurance (Existing Cert. of Insurance expires 6/19/2012)

FISCAL IMPACT: None	FUNDING
<i>If "Other", specify:</i>	County Dollars =
FTE IMPACT: None	Total
	\$0.00
Related Financial/FTE Comments:	

Office use only:

RBA 2012- 1111

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment No. 4 to Professional Services Agmt. - Water Resources Design & Engineering for CSAH 11 - SP 11-611-06 Project

Primary Originating Division/Dept: <input type="text" value="Public Works - Engineering"/>	Meeting Date: <input type="text" value="4/17/2012"/>
Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Asst. County Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

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

BACKGROUND/JUSTIFICATION:

SRF Consulting Group, Inc. (SRF) is under contract to complete water resources design and engineering on the CSAH 11 - SP 10-611-06 road project.

Additional work is required working with water quality ponding and drainage options and with the review agencies on the environmental permits. The amendment also includes construction review of the water quality features and other miscellaneous design and construction assistance related to the project.

ACTION REQUESTED:

Approve Amendment No. 4 to Contract #10-369 and authorize the County Board Chair and County Administrator to sign the amendment.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$56,000.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$56,000.00"/>

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1085

Carver County Board of Commissioners Request for Board Action



Agenda Item:

New Tobacco License

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Schmidt C-Stores, Inc. has applied for a Tobacco License in compliance with the Carver County Tobacco Ordinance. The owner is requesting approval by the Carver County Board of Commissioners for them to sell tobacco products. There are no delinquent taxes owed on this parcel.

Ownership / Business Information:

Tobacco License #10-636
Schmidt C-Stores, Inc. dba Schmidty's Mayer
308 Ash Ave N
Mayer, MN 55367

ACTION REQUESTED:

Approval of Tobacco License for Schmidt C-Stores, Inc. dba Schmidty's Mayer

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

This Tobacco License will be in effect from 05/01/12 through 06/30/12. The Tobacco License fee of \$150.00 has been pro-rated to \$25.00 to reflect the two month time frame in which this license will be in effect.

Office use only:

RBA 2012- 1120

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the 2012 Collective Bargaining Agreement with AFSCME Council 65 Local 2789 Public Works Unit

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

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:

The AFSCME Council 65 Local 2789 Public Works Unit and the County have concluded negotiations for the 2012 Collective Bargaining Agreement (CBA). The economic issues include:

- in the salary rates article, providing promotional language that matches current policy, providing pay increases effective July 2, 2012 of one-half percent (0.5%) for employees at the top of the range and one percent (1%) for employees within the range, and clarifying the wage impact of a disciplinary demotion; and,
- in the insurance article, maintaining 2011 cafeteria, HRA and HSA contributions.

Other changes include definitions of payroll year and reinstatement; in the seniority article, changing the date for publishing the seniority lists to January 31, eliminating job-sharing language, clarifying recall conditions, and correcting "county seniority" in one section; in the overtime article, clarifying the 80-hour pay period as the basis for exempt flex time accruals within the payroll year; in the holiday article, providing for concurrent holiday pay for part-time employees; in the PTO article, eliminating some obsolete vacation language, clarifying the conditions for vacation cash-outs and limiting exempt accruals for flex time when PTO is used; and in the salary rates article, eliminating obsolete 2010 and 2011 language.

The action requested is approval of the successor CBA.

ACTION REQUESTED:

Motion to approve the 2012 Collective Bargaining Agreement with AFSCME Council 65, Local 2789 Public Works unit as outlined above.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

The cost of these wage increases is covered by 2012 levy dollars.

Office use only:

RBA 2012- 1121

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the AFSCME Council 65 Local 2789 Social Services Unit 2012 Collective Bargaining Agreement

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

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:

The AFSCME Council 65 Local 2789 Social Services Unit and the County have concluded negotiations for the 2012 Collective Bargaining Agreement (CBA). The economic issues include:

- in the salary rates article, providing promotional language that matches current policy, providing pay increases effective July 2, 2012 of one-half percent (0.5%) for employees at the top of the range and one percent (1%) for employees within the range, and clarifying the wage impact of a disciplinary demotion; and,
- in the insurance article, maintaining 2011 cafeteria, HRA and HSA contributions.

Other changes include definitions of payroll year and reinstatement; in the seniority article, changing the date for publishing the seniority lists to January 31, eliminating job-sharing language, clarifying recall conditions, and correcting "county seniority" in one section; in the overtime article, clarifying the 80-hour pay period as the basis for exempt flex time accruals within the payroll year; in the holiday article, providing for concurrent holiday pay for part-time employees; in the PTO article, eliminating some obsolete vacation language, clarifying the conditions for vacation cash-outs and limiting exempt accruals for flex time when PTO is used; and in the salary rates article, eliminating obsolete 2010 and 2011 language.

The action requested is approval of the successor CBA.

ACTION REQUESTED:

Motion to approve the 2012 AFSCME Council 65 Local 2789 Social Services Unit collective bargaining agreement.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$16,000.00
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reimbursements	\$24,000.00
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FTE IMPACT:

Total	\$40,000.00
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Related Financial/FTE Comments:

Total cost of the wage increases is \$40,000.00 in 2012. \$24,000.00 will be reimbursed by state or federal funds, the remaining \$16,000.00 will be levy-funded.

Office use only:

RBA 2012- 1122

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the LELS Local 289 Sergeants Unit Collective Bargaining Agreement

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: 4/17/2012
Contact: Doris Krogman Title: Employee Relations Director	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

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

BACKGROUND/JUSTIFICATION:

The LELS Local 289 Licensed Sergeants Unit and the County have concluded negotiations for the 2012 - 2013 Collective Bargaining Agreement (CBA). The economic issues include:

- Following ratification, increasing the wages of Sergeants currently paid less than top Deputy pay to \$31.20 per hour;
- Following ratification, elimination of special assignment pay, and the sharing of the negotiated amounts across the base rates of all employees in the unit (\$1.45 per hour);
- Effective July 2, 2012, one-half percent (0.5%) increase for employees at the top of the range and one percent (1%) increase for employees within the range;
- Effective July 1, 2013, one and one-quarter percent (1.25%) increase for employees at the top of the range and one and three-quarters percent (1.75%) increase for employees within the range;
- Revising pay ranges to equate with other grade 15 pay ranges (adjusted by longevity pay for the Sergeants);
- Increasing the uniform allowance by \$25.00 per employee per year; and
- Maintaining 2011 cafeteria, HRA and HSA contributions throughout the term of this CBA.

Other changes include the addition of a union security article, changes to the injury on duty article to comply with Workers' Compensation law; expansion of the language regarding the return of uniforms and vests upon termination of employment; elimination of the health care savings plan article that had been questioned by MSRS, and elimination of obsolete 2010 and 2011 language.

The action requested is approval of the successor CBA.

ACTION REQUESTED:

Motion to approve the 2012 - 2013 LELS Local 289 Sergeants Unit Collective Bargaining Agreement.

FISCAL IMPACT: <u>Included in current budget</u> If "Other", specify: <input style="width: 100%;" type="text"/>	FUNDING County Dollars = <input style="width: 100%;" type="text" value="\$16,000.00"/>
FTE IMPACT: <u>None</u>	Total <input style="width: 100%;" type="text" value="\$16,000.00"/>

Related Financial/FTE Comments:
 The total two-year increased cost of this agreement is \$40,000. The 2012 cost, \$16,000.00, is covered in the 2012 budget. The 2013 cost will be incorporated in the 2013 budget.

Office use only:
 RBA 2012- 1123

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2012/2013 Auction Services

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County sent two local auction companies a Request for Quote for 2012 and 2013 auction services. The professional services request includes auctioning services for forfeited automobiles, squad cars, miscellaneous furniture, fixtures and equipment, sheriff evidence items and other miscellaneous items.

The county received quotes from two vendors:

- Fahey & Associates, Inc: commission of 8% on items over \$101 and 20% on items under \$101.
- Fred W. Radde & Sons, Inc: commission of 7% on all items.

For comparison, staff applied 2011 auction sales to the quotes for non-forfeiture items. Radde's quote would have netted the county about \$1,650 more than Fahey's quote.

Based on commission rate, staff is recommending moving forward with a contract with Fred W. Radde & Sons, Inc.

The contract is not an exclusive agreement and other means of selling surplus items may be used at the discretion of the County including online sales.

Forfeiture assets were not included in the financial analysis because the allocation of the auction revenue vary depending on the type of case and the expenditure of forfeiture funds is restricted by Minnesota Statute.

ACTION REQUESTED:

Motion to enter into a contract with Fred W. Radde & Sons, Inc. for 2012 and 2013 auction services.

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

Related Financial/FTE Comments:

On average, the county sells \$35,000-40,000 at auction per year. That amount can vary depending on the items being sold. For example, in 2011 the county (excluding forfeitures) sold over \$100,000 in items at auction and in 2010 only sold about \$13,000.

Office use only:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

GFOA's Certificate of Achievement for Excellence in Financial Reporting (2010 CAFR) & Award for Outstanding Achievement in Popular Annual Financial Reporting (2010 PAFR)

Primary Originating Division/Dept: <input type="text" value="Finance"/>	Meeting Date: <input type="text" value="4/17/2012"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Financial Services Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

For the 15th consecutive year, the County has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) for its 2010 comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

For the first time, the GFOA has also given an Award of Outstanding Achievement in Popular Annual Financial Reporting to Carver County for its 2010 PAFR. The Award for Outstanding Achievement in Popular Annual Financial Reporting is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government popular reports. In order to receive this award, a government unit must publish a PAFR, whose contents conform to program standards of creativity, presentation, understandability and reader appeal.

ACTION REQUESTED:

Accept the two awards received from the GFOA.

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

Related Financial/FTE Comments:

Office use only:
 RBA 2012- 1101

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Managed Print Services

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

In an effort to reduce printing costs, improve use of printer/copier/fax equipment and obtain better service response for repairs, Carver County issued a Best Value Request for Proposal (RFP) for Managed Print Services. The project consolidates the county's existing printer/copier/fax vendors into one service provider.

The project includes:

- One vendor managing (including maintenance and repairs) printer/copier/fax equipment providing consistency in our service and easier staff management of the vendor relationship.
- The vendor will maintain the fleet which will include updating/replacing about 70% of the current equipment at vendor cost, bringing a consistency to our fleet which allows for improved efficiencies in managing and repair, along with ease of operation for staff as all machines operate similarly.
- The county and vendor will have the ability to monitor and track usage to better manage and properly size and place equipment in appropriate locations to best meet the needs of county staff.
- Reduce the number of standalone printer, copier, scanner and fax machines by better utilizing Multi-Function Devices (MFD) that centralize these functions into one device, providing a more efficient environment and reducing the number of machines needing periodic replacement.
- Educating employees on best practices that reduce costs including duplexing and black & white printing.
- Rolling out 27 new multi-function devices throughout the County.

The County received eight proposals. Five employees from across the county blindly reviewed the proposals and scored based on 7 weighted criteria. Three vendors were selected as finalists and were interviewed. Metro Sales, Inc. came out as the best value in both the blind proposal review and onsite interview.

The initial contract period would expire in February of 2014 plus three one year extensions. Metro Sales will receive \$0.024 per black & white page and \$0.075 per color page with a minimum of \$4,800 per month (\$57,600 per year). The county expects to exceed the minimum per month but save around 20% or \$25,000 per year over current costs.

ACTION REQUESTED:

Motion to approve the Managed Print Services Contract with Metro Sales, Inc.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

The contract service rate is \$0.024 per black & white page and \$0.075 per color page with a minimum of \$4,800 per month (\$57,600 per year). The county expects to exceed the minimum per month.

Office use only:

RBA 2012- 1092

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Minnesota Counties Computer Cooperative (MCCC) - Delegate Assignment Recommendation

Primary Originating Division/Dept: Administrative Services - IT

Meeting Date:

4/17/2012

Contact: Steve Taylor

Title: Adminstrative Services Divisi...

Item Type:

Regular Session

Amount of Time Requested: 5 minutes

Presenter:

Title: Administrative Services Divisio...

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Rhonda Lynch, Information Technology Manager, has served as the County Delegate for our membership with Minnesota Counties Computer Cooperative (MCCC) for the past several years. MCCC provides many User Group forums that allow Carver County to purchase I.T. specific software and support at reduced pricing through the User Group memberships. 62 of 87 Minnesota Counties are members of MCCC.

In the role of MCCC County Delegate Rhonda is responsible to;

- Budget and pay annual countywide membership dues of \$4,000.
- Attend 1 annual Regional meeting to review the proposed MCCC annual budget funded through from the collective county membership annual dues. Review proposed MCCC bylaw organizational changes.
- Attend the annual MCCC Conference in Alexandria Mn. to vote on MCCC proposed budget and organizational bylaw changes.
- Report to Carver County Administrator and County Board significant MCCC budget and/or bylaw changes that may impact our county.
- Ensure that individual Division User Group invoices are properly dispersed and processed for payment.
- Serve as a member of the MCCC Technology User Group; this User Group forum is used to communicate with the various MCCC User Group functions having impact to County IT operations.

Rhonda will retire from employment with Carver County effective May 1, 2012. With this retirement a replacement MCCC Delegate needs to be assigned.

It is our recommendation that Brad Rupert, Interim Applications Services Supervisor, be place in the role of MCCC Delegate. As Interim Applications Services Supervisor Brad needs firsthand knowledge of activities among the various MCCC User Groups in order to do proper planning for new, upgraded, and/or, replacement software and major maintenance operations with an impact to Carver County Division operations. As MCCC delegate Brad will also be responsible to keep the IT technical team well informed of impending MCCC projects with impact to the data center and desktop support requirements.

Last, Brad will take on the budgetary and executive information sharing responsibilities.

ACTION REQUESTED:

Motion to appoint Brad Rupert, Interim Applications Services Supervisor, Minnesota County Computer Cooperative Delegate for the remainder of calendar year 2012.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1081

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution to Continue TMDL Priority Sub-watersheds and Direct Discharge Program for 2012

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

TMDL Implementation Program –the Total Maximum Daily Load (TMDL) Implementation Plan for the Bevens, Carver, & Silver Creek Watersheds was approved by the state (MPCA) and the County Board in 2007. The implementation plan calls for a reduction of fecal loads sources in the watersheds, mainly agricultural manure source runoff and direct discharge SSTS systems. The County Board has approved a landowner incentive program for SSTS annually since 2008 that has proved successful.

The TMDL implementation plan is continuing through the use of grants funds (previously accepted and approved by the Board). Staff is requesting the Board to formally recognize and continue the direct discharge program through 2012. Funding for SSTS incentives was approved by the Board in the 2012 WMO budget. The attached map shows the priority sub-watersheds for 2012, & the attached memo and resolution provides further background.

Funding is derived from the CCWMO levy funds (for direct incentive) and state grants (for the loan portion).

ACTION REQUESTED:

Motion to adopt resolution continuing implementation of the SSTS direct discharge incentive program for 2012.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	<input type="text"/>
CCWMO 2012	\$80,000.00
MN Dept of Ag Total	\$600,000.00
Total	\$680,000.00

Related Financial/FTE Comments:

SSTS Loan funds are derived from State Dept of Agriculture revolving loan funds. Portion of CCWMO funding is from dedicated watershed specific funds from 2011.

Office use only:



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 Board

From: Paul Moline, Carver County Water Management

Date: April 5, 2012

Re: PROPOSED 2012 DIRECT DISCHARGE SSTS COST SHARE PROGRAM

Enclosures: Priority sub-watershed map

The Total Maximum Daily Load (TMDL) Implementation Plan for the Bevens, Carver, & Silver Creek Watersheds was approved by the state (MPCA) and the County Board in 2007. The implementation plan calls for a reduction of fecal loads sources in the watersheds, mainly agricultural manure source runoff and direct discharge SSTS systems. The County Board has approved a landowner incentive program for SSTS annually since 2008 that has proved successful.

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

- **Total participants: 217**
- **Number in TMDL area: 90**
- **Number outside TMDL: 127**
- **Loans Taken: 116 totaling an estimated \$1,269,000**
- **Enforcement action commenced & resolved : 6 Remaining Pending action: 1**

2012 Proposal

The TMDL implementation plan is continuing in 2012 with funding directed by the Board in the 2012 WMO budget. The CCWMO Water, Environment and Natural Resource (WENR) committee recommended the following priority areas for 2012: (See attached map)

- Sibley subwatershed
- Carver Creek CC_10 subwatershed
- Carver Creek CC_8 subwatershed
- Carver Creek CC_11 subwatershed
- Bevens Creek Be_4.3 /Be_5 subwatershed

2012 Cost share qualifications

Similar to previous years, incentive recipients must be voluntary with no previous trigger (ie. Current enforcement, compliance inspection as a result of property transfer, complaint, or building permit).

1. Located in 2012 TMDL Priority Sub-Watershed – County will pay 25% of the SSTS replacement cost up to a maximum of \$2,000 per SSTS. In addition the owner may apply for a low interest loan with up to a ten year payback. Loan Amount - \$15,000 maximum. Volunteer by July 31, 2012 and have system installed by July 31, 2013. If voluntary participation not commenced, owner will be required to have a compliance inspection completed by September 30, 2012, and if non-compliant will need to replace system within ten months with NO COST SHARE and only low interest loan with four year payback (as funds are available).
2. Located outside 2012 TMDL Priority Sub-Watershed – County will pay \$2,000 of the SSTS replacement cost. In addition the owner may apply for a low interest loan with a four year payback (as funds are available). Loan Amount - \$15,000 maximum. No deadlines to volunteer first come first serve approach until funds are depleted. Owner would be required to replace SSTS within ten months of completing Cost Share Form.

Payment will be issued to the SSTS contractor upon successful completion of the project (as determined by Environmental Services).

2012 Funding

Available Incentive Funds – 2012 CCWMO budget has the following available funds for SSTS direct discharge incentives

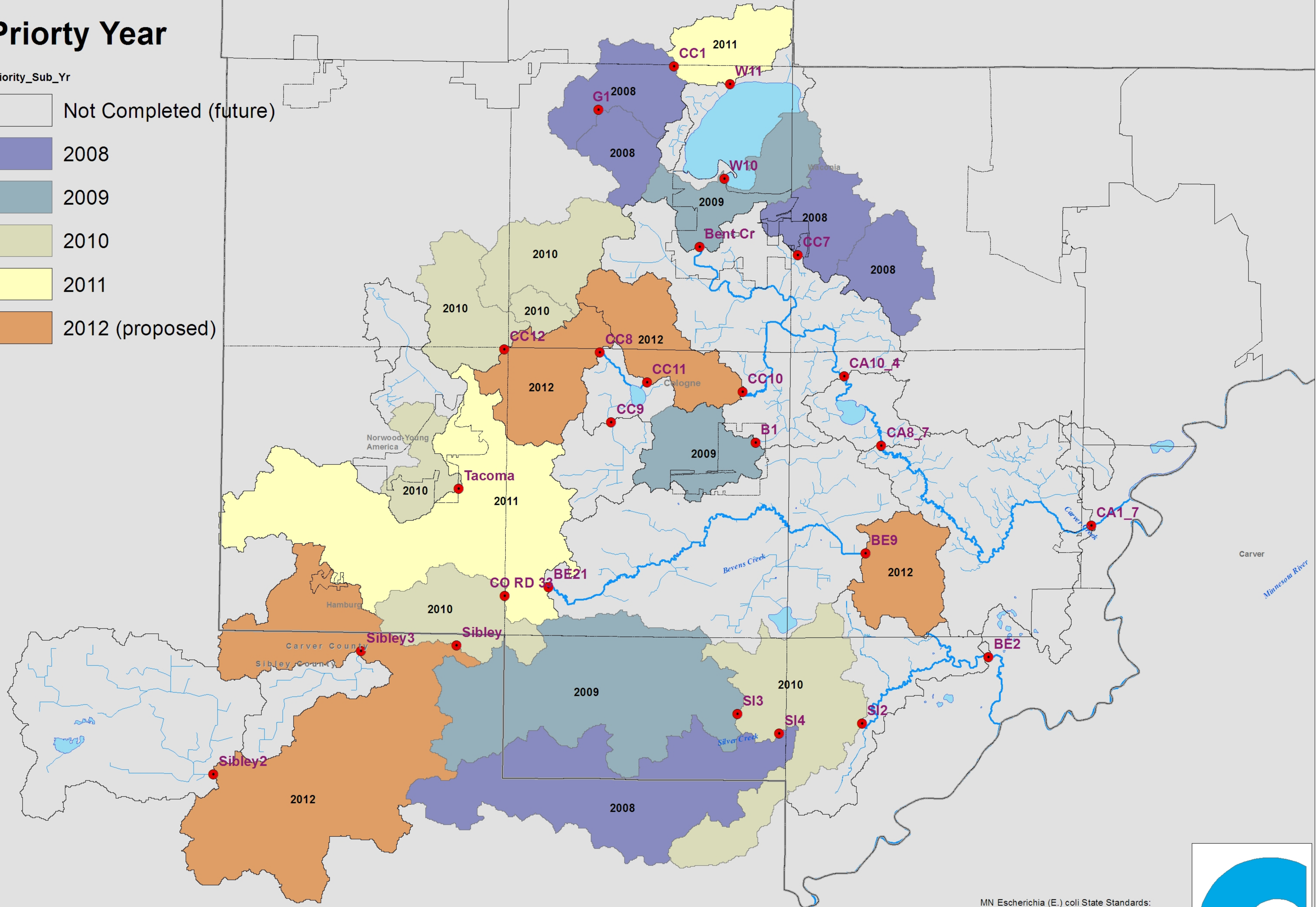
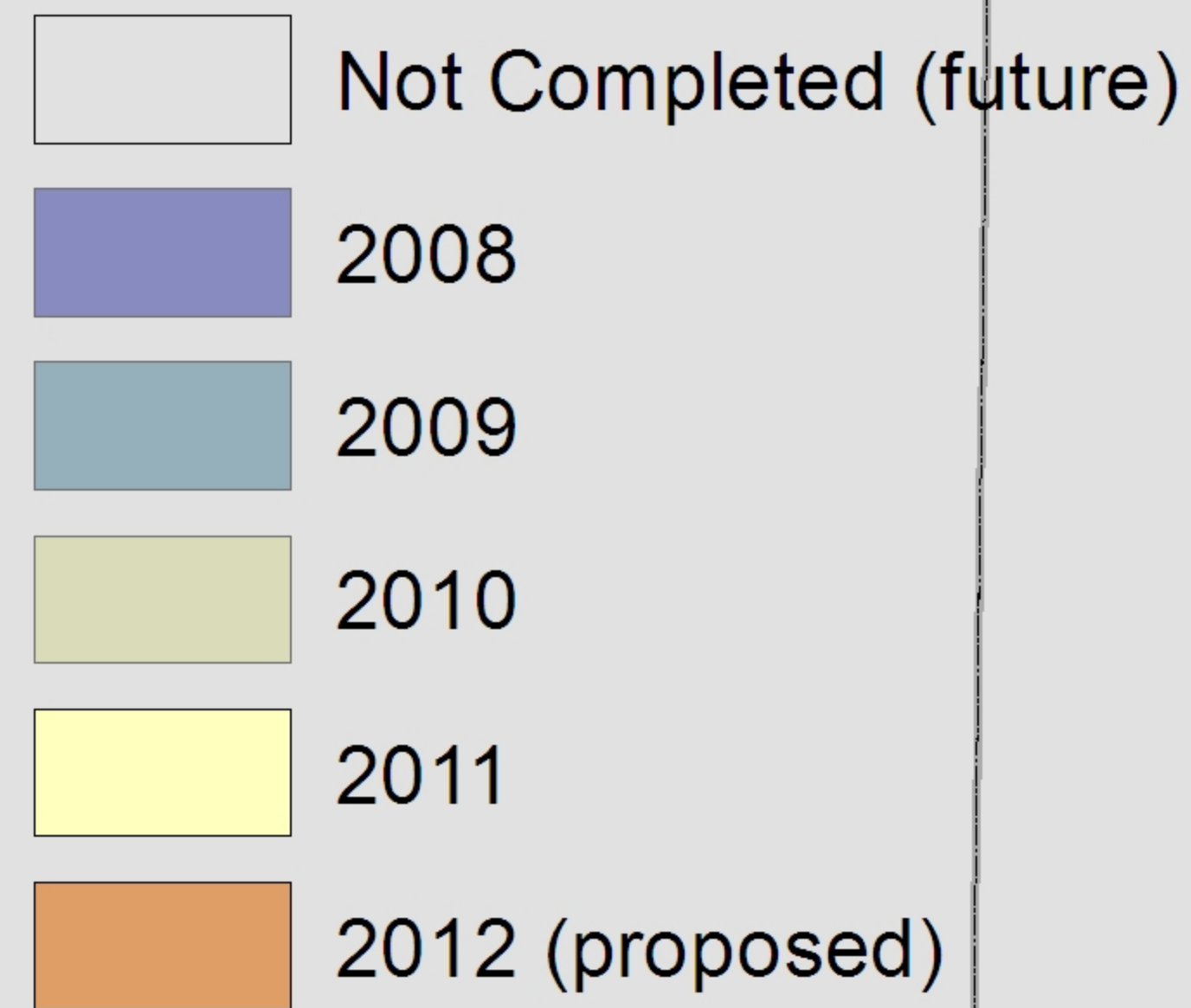
- Bevens/Carver Creek Priority Subwatersheds - \$48,000
- Crow River dedicated fund – \$14,000
- East Chaska Creek dedicated fund – \$10,000
- West Chaska Creek dedicated fund – \$6,000
- Pioneer Sarah dedicated fund - \$2,000

Available loan funds estimate: There is approximately \$600,000 available for loans in 2012, enough to fund 40 systems at the maximum loan amount.

Direct Discharge SSTS Cost Share Program Sub Watersheds

Priority Year

Priority_Sub_Yr



Geometric Mean:

A measure of central tendency calculated by multiplying a series of numbers and taking the nth root of the product, where n is the number of items in the series.

MN Escherichia (E.) coli State Standards:

Not to exceed 126 organisms per 100 milliliters as a geometric mean of not less than five samples representative of conditions within any calendar month, nor shall more than ten percent of all samples taken during any calendar month individually exceed 1,260 organisms per 100 milliliters. The standard applies only between April 1 and October 31



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

DATE: April 17, 2012
MOTION BY COMMISSIONER:

RESOLUTION NO. __-12
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 3800 in the unincorporated area. As of 2008, approximately 550 of the systems in the unincorporated area are still served by systems that likely have little or no treatment of sewage prior to discharge into the surface water and are considered Direct Discharge Systems; 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 in the Carver County WMO; and

WHEREAS, EPA and MnPCA regulations require that all lakes, rivers and streams ultimately meet water quality standards; and

WHEREAS, Carver County has conducted a Total Maximum Daily Load (TMDL) study for fecal coliform bacteria contamination in the Carver and Bevens Creek watersheds; and

WHEREAS, the studies have found loads of fecal coliform bacteria substantially in excess of standards in these watersheds and further identified direct discharge of untreated human sewage into the waters of the State as a significant contributor to the load. The County subsequently developed a TMDL Implementation Plan to reduce the fecal coliform bacteria loads to meet standards. The Plan was submitted to MnPCA and the EPA; it was subsequently approved for implementation by both agencies; and

WHEREAS, Carver County has applied for and received Federal grants for Plan implementation; and

WHEREAS, the 2008 through 2011 programs for SSTS Direct Discharge was largely successful in it goals by eliminating as many as 200 systems;

WHEREAS, five sub-watersheds are identified for 2012 with a total of 33 “likely systems”; and

WHEREAS, the Carver County Water, Environment & Natural Resources Committee has recommended the 2012 SSTS Direct Discharge Program, funding and sub-watersheds to the County Board;

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

WHEREAS, the Carver County Code 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

THEREFORE, BE IT RESOLVED, THAT the Carver County Board of Commissioners hereby adopts the “Carver County 2012 Direct Discharge Elimination Acceleration Program” as follows:

Part I. The County Board identifies subwatersheds in the Carver and Bevens/Silver Creek watersheds as priority sub watersheds: the previously identified sub-watersheds in 2008-2011; and the following:

- Sibley subwatershed
- Carver Creek CC_10 subwatershed
- Carver Creek CC_8 subwatershed
- Carver Creek CC_11 subwatershed
- Bevens Creek Be_4.3 /Be _5 subwatershed

The County will provide a low interest loan with an amortization of up to 10 years and a cash grant of 25% of the cost of a new system up to \$2000 for the upgrade of systems identified as a potential direct discharge system in the priority sub-watersheds. Potential direct discharges systems in the priority sub-watersheds that have not been issued a permit to upgrade their system must volunteer by July 31, 2012, and shall be required to submit a Compliance Inspection to the County by September 30, 2012, and install the system by July 31, 2013.

Part II. For systems outside of Carver & Bevens Creek priority sub watersheds, the loan funds and the cash incentive of \$2,000 will be available on a first come, first serve basis until allocated funds are depleted. Available funds in other watersheds include: \$10,000 in East Chaska Creek; \$14,000 in Crow River, \$6,000 in West Chaska Creek, and \$2,000 in Pioneer-Sarah. For systems outside of the priority sub watersheds, the owner would be required to replace SSTS within ten months of completing Cost Share Form.

Part III. Authorize the Finance Director, in cooperation with Public Health and Environment, 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 17th day of April, 2012, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 17th day of April, 2012.

David Hemze, County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Redistricting update

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Update commissioners on redistricting process and plans drawn to date, in preparation for the April 24th preliminary hearing.

ACTION REQUESTED:

Discussion and deliver access to mapping tool to Commissioners.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1126