



Carver County Board of Commissioners  
 April 24, 2012  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	<ul style="list-style-type: none"> <li>a) <b>CONVENE</b></li> <li>b) <b>Pledge of allegiance</b></li> <li>c) <b>Public comments (limited to five minutes)</b></li> <li>d) <b>Introduction of New Employees</b></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of April 17, 2012 Regular Session.....	1-3
	4.	Community Announcements	
9:00 a.m.	5.	<b>CONSENT AGENDA</b>	
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.1	Lifeguard services agreement with Minnetonka School District for Lake Waconia and Lake Minnewashta Regional Parks .....	4
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*Finances: Improve the County's financial health and economic profile*

- 5.10 Community Social Services warrants ..... NO ATT
- 5.11 Commissioners' warrants..... SEE ATT

- 9:00 a.m.    **6. CONNECTIONS:** Develop strong public partnerships and connect people to services and information
  - 6.1    **Public hearing** - Redistricting of Carver County Commissioner Districts..... 17
- 10:00 a.m.    **7. COMMUNITIES:** Create and maintain safe, healthy and livable communities
  - 7.1    Award contract for Lake Minnewashta Regional Park and TH 41 underpass construction..... 18-19
- 10:15 a.m.    **8. CULTURE:** Provide an organizational culture which fosters individual accountability to achieve goals
  - 8.1    **Closed session** – Labor negotiations strategy..... 20
- 11:00 a.m.    ADJOURN REGULAR SESSION
- 11:00 a.m.    **BOARD REPORTS**
  - 1.    Chair
  - 2.    Board Members
  - 3.    Administrator
  - 4.    Adjourn

David Hemze  
County Administrator

**UPCOMING MEETINGS**

- |              |                              |
|--------------|------------------------------|
| 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      |
| May 22, 2012 | 9:00 a.m. Board Meeting      |
| May 29, 2012 | No Board Meeting             |

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on April 17, 2012. Chair James Ische convened the session at 4:02 p.m.

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

Members absent: None.

Under public comment, Commissioner Maluchnik welcomed and presented a United States flag to Miriam Wolf, a foreign exchange student from Germany residing with the Robert DeMaris family.

The following amendment was made to the agenda:

Revised 10 page, tobacco license request.

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

Workman moved, Maluchnik seconded, to approve the minutes of the April 3, 2012, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Amendment No. 3 to contract #08-025 with SRF Consulting Group and authorized Chair and County Administrator to sign the amendment.

Authorized the Chair to sign the Limited Use Permit for Nonmotorized Recreational Trail for Lake Minnewashta, TH 41 Trail and Underpass project.

Authorized the use of Lake Minnewashta Regional Park Boat Access #2 for the July 4<sup>th</sup> fireworks display with the understanding the County receives the signed permit with indemnification language from Americana Fireworks, permit fee and current certificate of insurance before the event takes place.

Amendment No. 4 to contract #10-369 with SRF Consulting Group and authorized the Chair and Administrator to sign the amendment.

Approved tobacco license for Schmidt C-Stores, Inc. d/b/a Schmidty's Mayer.

Approved the 2012 collective bargaining agreement with AFSCME Council 65, Local 2789 Public Works Unit.

Approved the 2012 AFSCME Council 65, Local 2789 Social Services Unit collective bargaining agreement.

Approved the 2012-2013 Local 289 Sergeants Unit collective bargaining agreement.

Contract with Fred W. Radde & Sons, Inc., for 2012 and 2013 auction services.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

David Frischmon, Finance Director, explained the County was recently awarded the Certificate of Achievement for Excellence in Financial Reporting for its 2010 Comprehensive Annual Finance Report and received an Award of Outstanding Achievement in Popular Annual Finance Reporting from the Government Finance Officers Association. He pointed out the County has received the Certificate of Excellence for its Annual Report for the 15<sup>th</sup> consecutive year and for the first year, received the national award for its 2010 Popular Annual Finance Reporting. Frischmon introduced members of his staff and acknowledged the awards were a result of the team working together.

Chair Ische congratulated and thanked staff for their hard work.

Degler moved, Maluchnik seconded, to accept the two awards received from the Government Finance Officers Association. Motion carried unanimously.

Steve Taylor, Administrative Services, requested the Board approve a contract with Metro Sales to provide for managed print services. He highlighted the project's goals and anticipated savings. He stated they received and reviewed eight proposals. He explained three finalists emerged and Metro Sales came out as the best value. Taylor indicated this was a three year contract with three one year extensions.

Lynch moved, Degler seconded, to approve the managed print services contract with Metro Sales, Inc. Motion carried unanimously.

Taylor requested the Board name a replacement delegate to the Minnesota Counties Computer Cooperative. He stated the current delegate, Ms. Lynch, was retiring and a replacement was required. He clarified he initially recommended Brad Rupert to serve as the replacement but since Mr. Rupert recently submitted his resignation, he was now recommending Jim Running become the delegate to MCCC for the County.

Workman moved, Maluchnik seconded, to appoint Jim Running, as the County's delegate to the Minnesota County Computer Cooperative for the remainder of calendar year 2012. Motion carried unanimously.

Paul Moline, Public Health and Environment, requested the Board adopt a Resolution to continue the TMDL priority sub-watersheds and direct discharge program for 2012. He pointed out the program started in 2008 and since then 217 landowners have participated in the program, with 90 of those in the TMDL area.

He indicated funding for the program is budgeted in the 2012 WMO water levy and identified the priority areas for 2012. He pointed out the success of the program and recognized staff in his Division that contributed to the program's success.

Maluchnik offered the following Resolution, seconded by Degler:

Resolution #25-12  
Continuing the Elimination of Direct Discharge  
Sub-Surface Treatment Systems Program

On vote taken, all voted aye.

Lynch moved, Degler seconded, to adjourn the Regular Session at 4:31 to go into a work session for an update on redistricting. Motion carried unanimously.

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:**

**Lifeguard Services Agreement with Minnetonka School District for Lake Waconia and Lake Minnewashta Regional Parks**

Primary Originating Division/Dept:

Meeting

Date:

Contact:  Title:

Item Type:

Consent

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

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

Minnetonka School District has recommended increasing the number of guarded hours by one hour each day (to close at 7 p.m.). The recommendation is based on the past two years of beach use at Lake Minnewashta and Lake Waconia Regional Parks. Summer day use visitation for the two park areas exceeds 105,000 visitations annually. The 2012 budget does not support an additional cost of \$3,600.00 for an additional hour of lifeguard service per day. The recommended 2012 lifeguard services agreement continues the same level service as previous agreements. Lifeguard services will begin June 9, 2012 and will conclude August 12, 2012. Staffing is provided seven days a week weather conditions permitting. Hours of service run from 12 noon to 6:00 p.m. all days of the week.

**ACTION REQUESTED:**

Approve the agreement for Lifeguard services with Minnetonka School District and authorize the Board Chair and County Administrator to sign the agreement.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1082

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Convert a .5 FTE Social Worker I to a .5 FTE Social Worker II**

Primary Originating Division/Dept:

Meeting

Date:

Contact:  Title:

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:**

The Community Social Services Division is on pace to receive 900 child protection reports this year, compared to 786 last year and 715 in 2010. This would be a 13% increase in reports received in one years time, a 21% increase from 2010 and 30% since 2009. In the first quarter of 2012 the Division screened in 95 child protection reports for assessments. This puts us on a pace to have 380 child protection assessments by the end of the year. This would be 100 more assessments than we did last year or a 27% increase in our child protection work in one year time, a 34% increase over two years and a 41% increase from just two years ago.

It is our understanding that most other counties are experiencing similar increases in reports and assessments. We are screening in more reports from schools, which may be a reflection of the loss of the school based caseworkers. We are seeing double the the amount of screened in physical abuse reports, more situations of divorced parents still living together and still fighting because they can not afford to live apart and more families losing their homes to foreclosure or stressed out by long term unemployment.

The Division has been holding open a vacant .5 FTE Social Worker I that was assigned to foster care licensing. This position was a possible 2013 budget balancing item. Given the increase in workload the Division will be filling the position. Child protectionf all under the duties of a Social Worker II. There are statutory requirements covering the response time to screened in child protection reports and there is significant liability in this area.

Therefore, the Division is requesting the conversion of the .5 FTE Social Worker I to a .5 FTE Social Worker II.

The Social Worker I is a Pay Grade 12 position and the Social Worker II is at Pay Grade 13.

**ACTION REQUESTED:**

Motion to delete a .5 FTE Social Worker I and create a .5 FTE Social Worker II.

**FISCAL IMPACT:**

If "Other", specify:

**FTE IMPACT:**

**FUNDING**

County Dollars =	<b>\$15,625.00</b>
FFP 8%	\$2,501.00
Targeted Case Mgmt.	\$13,125.00
<b>Total</b>	<b>\$31,251.00</b>

<b>County Dollars =</b>	<b>\$15,625.00</b>
<b>Total</b>	<b>\$31,251.00</b>

**Related Financial/FTE Comments:**

.The difference between a Social Worker I and Social Worker II at the beginning of the pay grade is \$1.76 per hour or \$3,661 annually. The Social Worker II is able to collect Targeted Case Management revenue.

*Office use only:*

RBA 2012- 1133



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Create Temporary Employment Counselor Position for Summer Youth Program**

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:**

Annually the Division operates the Summer Youth Employment & Training program, which provides at-risk youth without any prior employment experience exposure to the world of work through a variety of job preparation, work readiness, and subsidized employment activities. The employment counselor assigned to operate the summer youth program is scheduled for maternity leave this summer. Similar to 2009 when this same situation occurred, the Division is requesting that a temporary employment counselor position be created to operate the Summer Youth program and fill in for other duties during the staff maternity leave. The position is requested to be authorized for the time period May 14th through August 30th, with the number of work hours not to exceed 520. 100% of the cost of this position would be paid for with currently budgeted federal and state funds. Depending upon the experience and availability of applicants, the work may be offered to more than one individual.

**ACTION REQUESTED:**

Motion to approve creation of a Temporary Employment Counselor position for the time period of May 14 - August 17, 2012, not to exceed 520 hours.

**FISCAL IMPACT:**

If "Other", specify:

**FTE IMPACT:**

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
Federal WIA Youth	\$6,994.00
MN Youth Program	\$6,994.00
<b>Total</b>	<b>\$13,988.00</b>

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1130

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agreement - Communications Plan for Traffic Signal Systems**

Primary Originating Division/Dept:

Meeting

Date:

Contact:  Title:

Item Type:

Consent

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Public Works is developing a plan to manage operations of existing and future traffic control signal systems. A consultant is needed to accomplish this goal by providing a Communications Plan for Carver County Traffic Signal Systems. The communications plan will evaluate the existing and future needs and develop a long term plan in order to provide communications to our traffic signals. This communications network will allow Public Works staff to more efficiently manage our traffic signal corridors and trouble shoot problems that arise. The plan will provide an implementation steps based on needs and estimated costs. A major goal of the plan is to utilize the new county fiber ring and laterals wherever feasible to manage the signal systems as well as provide recommendations for future fiber corridors to serve future signal systems.

**ACTION REQUESTED:**

Approve Professional Services Agreement with SRF Consulting Group, Inc. and authorize the County Board Chair and County Administrator to sign the agreement.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1116

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Out of state travel to conference**

Primary Originating Division/Dept: Sheriff

Meeting

Date: 4/24/2012

Contact: Jim Olson Title: Sheriff

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:**

The National Sheriff's Conference is June 16-20 this year in Nashville Tennessee. The Sheriff has received a \$1,000.00 scholarship from the Minnesota Sheriff's Association to attend the 2012 conference. There are over 60 Seminars and Workshops covering all aspects of the duties and responsibilities for the Sheriff's Office, including, but not limited to Law Enforcement, Jail Operations, Service of Process, Transportation of Prisoners, and Court & Judicial Security.

**ACTION REQUESTED:**

The County Board approves the Sheriff to attend the National Sheriff's Conference in Nashville Tennessee

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

County Dollars = \$700.00

**FTE IMPACT:** None

**Total** \$700.00

**Related Financial/FTE Comments:**

The \$700.00 includes transportation (fuel for car), conference registration, and food. Lodging will be paid for by scholarship.

*Office use only:*

RBA 2012- 1113

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Agreements for Aquatic Invasive Species Prevention and Management at Lake Minnewashta**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="4/24/2012"/>
Contact: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/>	Item Type: Consent <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: Connections: Develop strong public partnerships and connect people to services and information	

**BACKGROUND/JUSTIFICATION:**

At the January 24, 2012 meeting of the County Board, the Board authorized an aquatic invasive species (AIS) inspection program at Lake Minnewashta Regional Park. The Board also authorized \$15,500 in Commissioner Contingency Funds to finance the program as a match to \$15,500 from Minnehaha Creek Watershed District for the pilot AIS inspection program.

The Department of Natural Resources has developed a Joint Powers Agreement which would delegate inspection authority to inspectors hired by the County. Additionally, the County needs to accept and sign the grant agreement with Minnehaha Creek Watershed District to receive \$15,500 in funds for inspection services at Lake Minnewashta Regional Park.

Also, the Minnewashta Preservation Association has offered to donate \$1,000.00 towards the watercraft inspections at Lake Minnewashta Regional Park to cover additional expenses for the program. The AIS pilot program increases the parks part-time staff by 1.06 FTE (2210 hours) for 2012. The attached budget amendment completely outlines the funding and expenses for the 2012 AIS pilot program

**ACTION REQUESTED:**

- 1 - Approve the joint powers agreement with the DNR and authorize the Board Chair to sign.
- 2- Approve the grant agreement with Minnehaha Creek Watershed District and authorize the Board Chair to sign.
- 3- Approve the budget amendment for the 2012 AIS Pilot Program at Lake Minnewashta Regional Park. The amendment includes \$15,500 from the Commissioner Contingency Fund and \$15,500 from Minnehaha Creek Watershed District.
- 4 - Accept the \$1,000 donation from the Lake Minnewashta Preservation Association to be used for the program.

<b>FISCAL IMPACT:</b> <input type="text" value="Budget amendment request form"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;"><b>\$15,500.00</b></td> </tr> <tr> <td>Minnehaha Creek Wat...</td> <td style="text-align: right;">\$15,500.00</td> </tr> <tr> <td>Donation from Lake Mi...</td> <td style="text-align: right;">\$1,000.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$32,000.00</b></td> </tr> </table>	County Dollars =	<b>\$15,500.00</b>	Minnehaha Creek Wat...	\$15,500.00	Donation from Lake Mi...	\$1,000.00	<b>Total</b>	<b>\$32,000.00</b>
County Dollars =	<b>\$15,500.00</b>								
Minnehaha Creek Wat...	\$15,500.00								
Donation from Lake Mi...	\$1,000.00								
<b>Total</b>	<b>\$32,000.00</b>								
<b>FTE IMPACT:</b> <input type="text" value="Increase budgeted staff"/>									

**Related Financial/FTE Comments:**

The Board authorized \$15,500 in Commissioner Contingency Funds to finance the inspection program, January 24, 2012.

*Office use only:*

RBA 2012- 1115

# Budget Amendment Request Form



**Agenda Item:** Agreements For Aquatic Invasive Species Prevention and Management

Department:

Meeting Date: 4/24/2012

Requested By: Martin Walsh

Fund:

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

Description of Accounts	Acct #	Amount
Grant from Minnehaha Creek WD		(\$15,500.00)
Commissioner Contingency Funds		(\$15,500.00)
Donations from Lake Minnewashta Preservation Association		(\$1,000.00)
<b>TOTAL</b>		(\$32,000.00)

Description of Accounts	Acct #	Amount
Salaries & Wages PT	520-000-0000-6112	\$27,628.00
Medicare	520-000-0000-6155	\$400.00
Workers Comp	520-000-0000-6173	\$30.00
F.I.C.A	520-000-0000-6172	\$1,725.00
Watercraft Program Expenses	520-000-0000-6479	\$2,217.00
<b>TOTAL</b>		\$32,000.00

**Reason for Request:**

The request is consistent with the direction provided by the Board to provide AIS inspection service at Lake Minnewashta Regional Park. Funding for the program is split 50/50 between Minnehaha Creek Watershed District and Carver County (Commissioner Contingency Funds) up to \$15,500 each. Additionally, the Lake Minnewashta Preservation Associations has offered to donate an additional \$1,000 for unplanned expenses related to the program for items such as chairs, shade structures, sunscreen, bug spray, lock boxes or other related items.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Lake Waconia Regional Park, Agreement and Restrictive Covenant with Metropolitan Council**

Primary Originating Division/Dept:

Meeting

Date:

Contact:  Title:

Item Type:

Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Carver County purchased land for TH 5 and Lake Waconia Regional Park. Land for the park and land for TH 5 was financed with Metropolitan Council Funds.

Land purchased with Metropolitan Council funds inside the regional park boundary is to have a restrictive covenant placed on it. Some land that was purchased with Metropolitan Council funds did not have a restrictive covenant placed on the land at the time that the land was purchased.

The Agreement and Restrictive Covenant Agreement prevents the sale, lease, mortgage or other conveyance of property purchased with Metropolitan Council funds. It is also consistent with previous land acquisition grant agreements with the Metropolitan Council for Lake Waconia Regional Park.

Carver County and MNDOT are working on an agreement to exchange land and property rights for the new alignment of TH 5 and the old alignment of TH 5. MNDOT has property rights on the old alignment of TH 5 that is within the park boundary. Land that was purchased for the new alignment of TH 5 right-of-way is outside of the Park Boundary had a restrictive covenant placed on the property because it was financed with Metropolitan Council funds.

The Metropolitan Council has recently signed a Release of Agreement and Restrictive Covenant on property that is in the new alignment of TH 5 and outside of the park boundary. This release allows land that was restricted to be exchanged for property rights within the old alignment of TH 5 which is inside the park boundary and controlled by MNDOT.

MNDOT's property rights would include permits that had been issued for utilities and other considerations.

It is desirable for the County to have the property rights exchanged with MNDOT in order for the County to manage and if needed terminate past agreements within the old TH 5 right of way.

Additionally, the Metropolitan Council has provided a Consent to Access Agreement for Waconia Alliance Church (Parkside Church). This agreement formalizes the Church's legal access across park property to the church.

**ACTION REQUESTED:**

Approve the Agreement and Restrictive Covenant with the Metropolitan Council and authorize the Board Chair to sign the agreement.

**FISCAL IMPACT:**

**FUNDING**

If "Other", specify:

<b>FTE IMPACT:</b> <input type="text" value="None"/>	<b>County Dollars =</b>	<b>\$0.00</b>
	<b>Total</b>	<b>\$0.00</b>
<b>Related Financial/FTE Comments:</b>		
<input type="text"/>		

*Office use only:*

RBA 2012- 1117

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution Revising 2012 Non-Bargaining Staff Salary Ranges and Rates**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="4/24/2012"/>
Contact: <input type="text" value="Doris Krogman"/> Title: <input type="text" value="Employee Relations Director"/>	Item Type: <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes	Consent: <input type="text"/>
Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

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

**BACKGROUND/JUSTIFICATION:**

The County Board has the right to set and revise non-bargaining staff salaries. The Board originally set the 2012 salaries for this group at the 2011 rates, but did so with a resolution allowing themselves to revise the salaries during the year if they elected to do so.

The attached Resolution increases the salary ranges for non-bargaining staff and provides either a one percent (1%) increase for employees within the range or a one-half percent (0.5%) increase for employees at the current range maximum. These small increases are well within the local area patterns for 2012 salary increases, especially when viewed in light of the 2010 hard wage freeze and the 2011 pattern of either one percent (1%) for employees at the range maximum or two and three quarters (2.75%) percent for employees within the salary ranges.

The action requested is to approve the Resolution revising 2012 non-bargaining salary ranges and employee salary rates, effective July 2, 2012.

**ACTION REQUESTED:**

Motion to approve the Resolution revising non-bargaining salary ranges and setting non-bargaining employee salary rates, effective July 2, 2012.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text" value="\$12,000.00"/>  Total <input type="text" value="\$12,000.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**  
 Thers increases are covered by 2012 levy dollars.

*Office use only:*  
 RBA 2012- 1126



**BOARD OF COUNTY COMMISSIONERS  
CARVER COUNTY, MINNESOTA  
Resolution Revising 2012 Non-Bargaining Employee Compensation**

DATE \_\_\_\_\_ RESOLUTION NO. \_\_\_\_\_  
MOTION BY COMMISSIONER \_\_\_\_\_ SECONDED BY COMMISSIONER \_\_\_\_\_

---

**WHEREAS**, the Carver County Board of Commissioners has authority to establish compensation levels and amend personnel policies for non-bargaining employees; and

**WHEREAS**, the Carver County Board of Commissioners intends to alter 2012 salaries for non-bargaining employees.

**THEREFORE, BE IT RESOLVED**, non-bargaining compensation shall be revised in the following manners, effective July 2, 2012:

- A. The salary ranges for non-bargaining employees shall be increased by one-half of one percent (0.5%) at the range maximums and one percent (1%) at the range minimums.
- B. Salaries for non-bargaining employees at the top of the current salary range shall increase to the new range maximum rate, effective July 2, 2012.
- C. Salaries for non-bargaining employees within the salary range shall be increased by one percent (1%), not to exceed the newly established range maximum rates, effective July 2, 2012.
- D. There shall be no mid-year changes to insurance or other benefits.

**BE IT FURTHER RESOLVED**, the County reserves the right to make other adjustments to compensation or benefits by amendment to the Carver County Personnel Policies or future Board Actions.

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

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 24<sup>th</sup> 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 \_\_\_\_\_ day of April, 2012

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Out of State Travel for Training**

Primary Originating Division/Dept: <input type="text" value="Attorney"/>	Meeting Date: <input type="text" value="4/24/2012"/>
Contact: <input type="text" value="John Rekow"/> Title: <input type="text" value="Law Office Manager"/>	Item Type: Consent <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

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

**BACKGROUND/JUSTIFICATION:**

Peter Ivy, Assistant County Attorney, has been accepted to attend the National District Attorney's Association's (NDAA) Southwest Border Prosecution initiative training in San Antonio, TX. His registration fee, per diem, travel and lodging expenses will be covered by NDAA. There will be no cost to the Attorney Office 2012 budget.

**ACTION REQUESTED:**

We request approval for Mr. Ivy to accept the training offer and his out of state travel to be approved.

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

**Related Financial/FTE Comments:**  
 All expenses will be paid by NDAA.

*Office use only:*

RBA 2012- 1139

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Hold a public hearing on the Redistricting of Carver County Commissioner Districts**

Primary Originating Division/Dept: <input type="text" value="PRTS - Elections"/>	Meeting Date: <input type="text" value="4/24/2012"/>
Contact: <input type="text" value="Mark Lundgren"/> Title: <input type="text" value="Division Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="60"/> minutes Presenter: <input type="text" value="Mark Lundgren/Laurie Enge..."/> Title: <input type="text" value="Division Director/Auditor"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

The purpose is to hold a public hearing at 9:00 am regarding the redistricting of Carver County Commissioner Districts. On February 21, 2012, the Minnesota Supreme Court issued its order establishing new congressional and legislative boundaries for the State. Upon completion of this plan, local Cities and Townships were able to begin work on their plans. We received the final plan from the Cities and Townships on April 3, 2012. Upon receipt of these plans, Commissioner redistricting plans were prepared for the Commissioner's review and eventual adoption. These plans were presented at the April 17, 2012 County Board workshop. A summary of these plans will be given. Public comments will be received on these plans. The plans are available for viewing at the Carver County Auditor's office or online at: <http://www.co.carver.mn.us/departments/prts/docs/Redistricting2012Plans.pdf>. The deadline for the County Board to adopt one redistricting plan is May 1, 2012.

**ACTION REQUESTED:**

1. Motion to open Public Hearing.
2. Motion to continue Public Hearing until May 1, 2012 at 9:00 a.m. in the Carver County Board Room.
3. Motion(s) to consider plan(s) for further review during May 1, 2012 continued Public Hearing.

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

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1141

# Carver County Board of Commissioners

## Request for Board Action



**Agenda Item:**

**Award Contract for Lake Minnewashta Regional Park and TH 41 Trail and Underpass Construction**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="4/24/2012"/>
Contact: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

In 2007, Carver County was awarded \$1,000,000 in Federal Transportation Enhancement Funds to construct 2.6 miles of trail and trail underpass at TH 41 into Lake Minnewashta Regional Park. On July 27, 2010 the County board approved a memorandum of understanding with the City of Chanhassen which outlined management of the project, cost participation and ongoing operations, ownership, and cost participation for future rehabilitation of the trail after it is constructed. The City of Chanhassen at its October 10, 2011 meeting approved a Joint Powers Agreement which is consistent with the July 27, 2010 Memorandum of Understanding. The Joint Powers Agreement further defines the cost participation by the County and City. On November 1, 2011 the Board approved the Joint Powers Agreement with the City of Chanhassen, authorized the County Engineer to signs plans and specifications and Advertisement for Bid. Twelve bids were received and opened on March 14, 2012. The engineer's estimate was \$1,808,333 and the bids ranged between \$1,890,801 and \$2,158,658. The low bid was received from Rosti Construction and they have been cleared by MNDOT to be awarded the contract.

The Park Commission at its April 11, 2012 meeting recommended approval of awarding the contract to Rosti Construction Company of Minnesota Inc.

Below is a breakdown in funding sources for construction of the project.

- Federal \$1,173,314
- Grant SG 2011-118 State and Metro Council Bonds \$ 208,000
- Grant SG 2010-107 Metro Council Parks and Trails Funds \$42,747.04
- Grant SG 2010-97 Metro Council Parks and Trails Funds \$47,000
- City of Chanhassen \$400,020.16
- State Funds \$19,720 (MnDOT funds for drainage culvert work on TH 41)

Total Construction Contract = \$1,890,801.20

Total Project Cost with Engineering = 2,309,957

Engineering expenses will be financed with funds from SG 2010- 107 and the City of Chanhassen as set forth in the Joint Powers Agreement for the project.

**ACTION REQUESTED:**

Award a contract to Rosti Construction Company of Minnesota Inc. to construct the TH 41 and Lake Minnewasta Regional Park Trail and Underpass and authorize the Board Chair to sign the contract.

<p><b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/></p> <p>If "Other", specify: <input type="text"/></p> <p><b>FTE IMPACT:</b> <input type="text" value="Increase budgeted staff"/></p>	<p><b>FUNDING</b></p> <table style="width: 100%;"> <tr> <td><b>County Dollars =</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td>Federal</td> <td style="text-align: right;">\$1,173,314.00</td> </tr> <tr> <td>Metro Council funding ...</td> <td style="text-align: right;">\$297,747.04</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$1,890,801.20</b></td> </tr> </table>	<b>County Dollars =</b>	<b>\$0.00</b>	Federal	\$1,173,314.00	Metro Council funding ...	\$297,747.04	<b>Total</b>	<b>\$1,890,801.20</b>
<b>County Dollars =</b>	<b>\$0.00</b>								
Federal	\$1,173,314.00								
Metro Council funding ...	\$297,747.04								
<b>Total</b>	<b>\$1,890,801.20</b>								

<b>County Dollars =</b>	<b>\$0.00</b>
City of Chanhassen	\$400,020.16
State Funds	\$19,720.00
<b>Total</b>	<b>\$1,890,801.20</b>

**Related Financial/FTE Comments:**

The new trail and underpass will require maintenance. Public Works will analyze resource needs for this trail along with the Dakota Rail Regional Trail in the 2013 budget. It is likely that additional staff (likely seasonal at this time) will be needed to perform routine maintenance of these trails.

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RBA 2012- 1134

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session - Labor Negotiations Strategies**

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Amount of Time Requested:  minutes

Presenter:

Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Negotiations with a number of unions have been progressing and require additional discussion and guidance on the County's strategy.

Minn. Stat 13D.03 subd. 2 allows a public entity to go into a closed session to plan and discuss its strategy for negotiations of labor agreements.

The requested action is to enter into a closed session to refine the strategy for future negotiations.

**ACTION REQUESTED:**

Enter into closed session to discuss and refine labor negotiations strategies.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1140