



Carver County Board of Commissioners  
 August 7, 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 July 24, 2012 Regular Session .....	1-4
	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	PH/E – Approval of Public Health Preparedness Cities Readiness Initiative grant .....	5-6
	5.2	Amendment No. 1 to professional service agreement for Carver County Highway 101 “Y” study with SEH.....	7
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
	5.3	Aaron Schram – farm related/large scale business activity (PH&E).....	8-13
	5.4	Special event permit – Carver/Scott Humane Society Fundraiser (PH&E) .....	14-16
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
	5.5	Sheriff’s Office donation .....	17
	5.6	Tobacco license .....	18
		<i>CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals</i>	
	5.7	Out of State travel – IFMA .....	19
		<i>Finances: Improve the County’s financial health and economic profile</i>	
	5.8	Service agreement for joint assessment.....	20
	5.9	Community Social Services warrants .....	NO ATT
	5.10	Commissioners’ warrants .....	SEE ATT
9:00 a.m.	6.	<b>CONNECTIONS: Develop strong public partnerships and connect people to services and information</b>	
	6.1	Appointment to Riley Purgatory Bluff Creek Watershed District Board of Managers.....	21
	6.2	Appointments to Carver County Park Commission .....	22
	6.3	Amendment No. 1 to lease agreement between the Minnesota Astronomical Society and Carver County.....	23

- 9:40 a.m.    **7. CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals**  
                   7.1    AIS Inspections status report ..... 24
- 10:15 a.m.    **8. COMMUNITIES: Create and maintain safe, healthy and livable communities**  
                   8.1    PH/E – 2013 Medical examiner contract and appointment .....25-26
- 10:40 a.m.    **ADJOURN REGULAR SESSION**
- 10:40 a.m.    **BOARD REPORTS**  
                   1.    Chair  
                   2.    Board Members  
                   3.    Administrator  
                   4.    Adjourn

David Hemze  
 County Administrator

**UPCOMING MEETINGS**

- |                   |                              |
|-------------------|------------------------------|
| August 14, 2012   | 9:00 a.m. Board Work Session |
| August 21, 2012   | 4:00 p.m. Board Meeting      |
| August 28, 2012   | 9:00 a.m. Board Meeting      |
| September 4, 2012 | 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 July 24, 2012. Chair James Ische convened the session at 9:00 a.m.

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

Members absent: None

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

Workman moved, Maluchnik seconded, to approve the minutes of the July 17, 2012, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Delete two .5FTE Social Worker II's and create 1.0 FTE Social Worker II.

Resolution #37-12, State of Minnesota Agency Agreement No. 01435 for Federal Participation in Preliminary Engineering for SP 010-596-009 (M.P. HPPH H163 (001)).

Resolution #38-12, State of Minnesota Department of Transportation and Carver County Intersection Conflict Warning and Highway Lighting Agreement 01475.

Approved donation of fire and security equipment to the Carver County Historical Society.

Approved the following abatements:

75.5750150	Justin Differding
25.0610270	Stephen Jankowiak
75.3530010	Cynthia Kujala
75.2840090	Gene Hoppenrath
50.0500180	Christopher Solberg
30.4640030	Jill Benson
09.0240600	Vincent Goetz

Approved wetland credit purchase agreement for SP 010-611-006, CSAH 11 construction.

Approved budget amendments to Public Health & Environment's 2012 budget and increased recycling operator from 0.18 to 0.40 FTE (7 hours per week to 16 hours per week).

Approved 2012 CCWMO additional project funding as recommended by the Water, Environment and Natural Resource Committee.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Martin Walsh, Parks, reviewed the request for AIS inspection services at Lake Bavaria. He noted this previously had been brought before the Park Commission and the Board. Walsh stated since that time the Friends of Lake Bavaria have come forward and were willing to commit 75% and were requesting County cost participation of 25%. Walsh clarified they were proposing inspection services from 5:00 a.m. to 8:00 p.m., with County staff providing services on the weekends and a contractor providing services during weekdays.

The Board recognized the financial participation of the Friends of Lake Bavaria and discussed the concerns that have been expressed on the inspections currently being done and precedence setting.

Maluchnik moved, Degler seconded, to approve inspection services for the Lake Bavaria boat access from 5:00 a.m. to 8:00 p.m. all days of the week until September 16, 2012, with service beginning July 28, 2012, or as agreements are executed and inspectors are trained; to approve a budget amendment of \$3,018 from Commissioner contingency and \$9,054.00 from the Friends of Lake Bavaria for the 2012 Lake Bavaria aquatic invasive species inspection service, to approve the related agreement with Friends of Lake Bavaria and an agreement with Volt Workforce Solutions. Degler, Ische, Maluchnik, Workman voted aye. Lynch voted nay. Motion carried.

Lyndon Robjent, Public Works, requested the Board award the bid for construction/reconstruction of CSAH 11 from CSAH 61 to CSAH 10. He highlighted the project location and proposed alignment. Robjent explained the work to be done and funding sources. He pointed out that only three bids were received, noting the amount of work needed for the project and the demanding schedule.

He stated work would begin the week of August 6<sup>th</sup> with the majority of the earth work to be done by the end of September and final completion November 6<sup>th</sup>. If necessary, final completion could occur the summer of next year. He clarified Guernsey Avenue would be turned back to the Township.

Robjent pointed out the project specifications included a Disadvantaged Business Enterprise goal and the County did receive approval from the Minnesota Department of Human Rights that this goal was met by the contractor.

Workman stated he would abstain as he had a relative residing near the project.

Degler moved, Maluchnik seconded, to award project SP 010-611-006 to Duininck, Inc., in the amount of \$6,521,186.81. Degler, Ische, Lynch, Maluchnik voted aye. Workman abstained. Motion carried.

Gary Bork, Community Social Services, highlighted the outreach that the Workforce Services unit and the Veterans Services Office will be giving to veterans returning from overseas duty to secure a good paying full time job. He stated this came about as a result of an inquiry from Commissioner Maluchnik regarding the County's returning vets and job possibilities. He explained veterans would go through an interview process with employment counselors to determine their skill levels and to determine if additional training was needed.

David Priem, Veterans Services Officer, reviewed his office hours and phone numbers for veterans to contact him. He stated they do home visits if necessary, have outreach activities throughout the County and work with the Veterans Councils. He pointed out his office not only works with returning vets but senior veterans as well.

Chair Ische thanked Bork and Priem for the update and Commissioner Maluchnik for bringing the suggestion forward.

The Board considered an appointment to the Riley Purgatory Bluff Creek Watershed District Board of Managers.

David Hemze, County Administrator, clarified the appointment was an open watershed district appointment vs a specific commissioner district appointment.

Mary Borns, Chanhassen, introduced herself and explained her interest in being named to the Board of Managers. She pointed out the five year plan that was adopted by the Watershed District and the District's lack of focus on that plan. Borns highlighted issues she was concerned with and suggested there was room for improvement.

Steve Jenks, 7490 Chanhassen Road, Chanhassen, stated he supported Ms. Borns appointment, pointing out she has been an advocate for environmental issues around the lake. He stated she knows the issues, was very knowledgeable, has dealt with citizens, local government units and was the most qualified candidate. Jenks stated Ms. Born understood the challenges and urged the Board to appoint her.

Joe Shneider, 1035 Holly Lane, Chanhassen, stated he has known Ms. Born for a year and half and worked with her on AIS issues. He stated she was well qualified and asked that the Board support her as a representative from Carver County.

The Board recognized water quality issues were getting more attention. They also acknowledged they have very involved citizens in this watershed and they have very qualified applicants.

Degler moved to appoint Ken Wencil to the Riley Purgatory Bluff Creek Watershed. The Board discussed holding this item until they had an opportunity to review the issues raised. Degler agreed to withdraw his motion.

Workman moved, Degler seconded to table the appointment to the August 7<sup>th</sup> Board meeting. Motion carried unanimously.

Doris Krogman, Employee Relations, requested the Board adopt a Resolution to establish a pay for performance system in Carver County. She stated the group most affected was the nonbargaining staff. Krogman explained this would move away from wage increases based on tenure and move to a system based on performance. She stated the Board would establish pay ranges for all classifications and individual employees, based on their performance, would earn the size their increase.

Krogman highlighted recent history related to increases. She explained evaluation ratings and associated increases. She reviewed implementation timeline and pointed out an assessment would be completed and brought back to the Board in 2013. She stated they planned to do training for a consistent approach across the organization.

Dave Hemze, County Administrator, recognized this would be one of the biggest policy changes in some time, with the first being the structural changes implemented. He stated work would continue on the pay for performance system and they would be monitoring to ensure consistency as they moved forward. He acknowledged this was not perfect but better than what they currently use.

Maluchnik offered the following Resolution, seconded by Degler:

Resolution #39-12  
Establishing Pay for Performance

On vote taken, all voted aye.

Maluchnik requested that an update on the AIS inspections be placed on the August 7th agenda.

Workman moved, Lynch seconded, to adjourn the Regular Session at 10:50 a.m. 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:**

**PH/E - Approval of Public Health Preparedness (PHP) / Cities Readiness Initiative (CRI) Grant**

Primary Originating Division/Dept: <input type="text" value="Public Health &amp; Environment - Emergency Mgmt."/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Ken Carlson"/> Title: <input type="text" value="Emergency Management Ma..."/>	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:

**BACKGROUND/JUSTIFICATION:**

The Minnesota Department of Health has awarded the Carver County Community Health Board with a grant for public health preparedness and Cities Readiness Initiative (CRI) activities, which is effective 8/10/11 through 8/9/16. This is performance period #2 for this grant, and it is effective 8/10/2012 through 6/30/2013 with a dollar amount of \$90,999. A subsequent grant will be awarded through a contract amendment for the next performance period beginning 7/1/2013.

**ACTION REQUESTED:**

Motion to approve the Public Health Preparedness and Cities Readiness Initiative Grant award from the Minnesota Department of Health, as the Community Health Board.

<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%;"><b>County Dollars =</b></td> <td style="width: 30%;"><input type="text"/></td> </tr> <tr> <td>Mn Dept of Health</td> <td style="text-align: right;">\$90,999.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$90,999.00</b></td> </tr> </table>	<b>County Dollars =</b>	<input type="text"/>	Mn Dept of Health	\$90,999.00	<b>Total</b>	<b>\$90,999.00</b>
<b>County Dollars =</b>	<input type="text"/>						
Mn Dept of Health	\$90,999.00						
<b>Total</b>	<b>\$90,999.00</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>							

**Related Financial/FTE Comments:**

A budget estimate of \$39,000 for revenue and expenditures for 6 months of the grant has been included in PH&E's 2013 budget request. A budget amendment to add the remaining \$51,999 to the 2012 division budget for the first 4-1/2 months of the grant is being submitted along with this board action to account for the total grant award of \$90,999.

*Office use only:*

RBA 2012- 1285

# Budget Amendment Request Form



**Agenda Item:** PH/E - Approval of Public Health Preparedness (PHP) / Cities Readiness Initiative (CRI) Grant

Department:

Meeting Date: 8/7/2012

Requested By: Ken Carlson

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
Cities Readiness Initiative Grant	01-280-464-2364-54...	\$18,033.00
Public Health Preparedness Grant	01-280-464-2368-54...	\$33,966.00
<b>TOTAL</b>		\$51,999.00

Description of Accounts	Acct #	Amount
Salaries and Wages	01-280-464-2364-61...	\$12,688.00
Professional & Technical Fees for Services	01-280-464-2364-62...	\$5,345.00
Salaries and Wages	01-280-464-2368-61...	\$14,785.00
Professional & Technical Fees for Services	01-280-464-2368-62...	\$9,166.00
Printing	01-280-464-2368-62...	\$2,000.00
Equipment	01-280-464-2368-64...	\$5,237.00
General Operating Supplies	01-280-464-2368-64...	\$2,778.00
<b>TOTAL</b>		\$51,999.00

**Reason for Request:**

A total of \$90,999 is being awarded with this grant for 2012-13. A budget amendment is requested to add grant revenue and expenditures of \$51,999 to the 2012 budget. The remaining \$39,000 in grant funds were included in Public Health & Environment's 2013 budget request.



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Amendment No. 1 to Professional Services Agreement for Carver County Highway 101 "Y" Study with SEH**

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="PW Director/County Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

Carver County, Scott County, Hennepin County, MnDOT, and the Cities of Chanhassen, Shakopee, and Eden Prairie are partnering to design and program three projects near the Highway 101/Flying Cloud Drive "Y" area including a new Minnesota River Bridge, a reconstructed "Y" intersection and a reconstructed CSAH 61 from the "Y" intersection approximately 3.5 miles east to Hartman way in Eden Prairie.

Carver County is the lead agency for the Highway 101/Flying Cloud Drive "Y" intersection project, MnDOT is the lead agency for the Highway 101 River Bridge, and Hennepin County is the lead agency for the Flying Cloud Drive reconstruction project to Hartman lane. The agencies are preparing preliminary design layouts and cost estimates in order to develop a realistic set of construction projects. The goal is to begin construction of the bridge and roadways in 2014 or 2015.

Carver County and Short Elliott Hendrickson Inc., entered into Contract #12-050 for the CSAH 61/TH 101 "Y" Study in order to identify improvements that can be implemented in the near term with the construction of the Highway 101 River Bridge. Carver County now wishes to amend Contract #12-050 to incorporate/include the completion of an Environmental Assessment Worksheet (EAW), Preliminary Design and Right of Way Acquisition Services for the CSAH 61/TH 101 "Y" intersection improvements.

**ACTION REQUESTED:**

Approve Amendment #1 to Contract #12-050 with SEH and authorize the County Board Chair and County Administrator to sign the amendment subject to review by the County Attorney and Risk Management.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td>County Turnback Funds</td> <td style="text-align: right;">\$489,201.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$489,201.00</b></td> </tr> </table>	County Dollars =	<b>\$0.00</b>	County Turnback Funds	\$489,201.00	<b>Total</b>	<b>\$489,201.00</b>
County Dollars =	<b>\$0.00</b>						
County Turnback Funds	\$489,201.00						
<b>Total</b>	<b>\$489,201.00</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>							

Related Financial/FTE Comments:

*Office use only:*  
 RBA 2012- 1288

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Aaron Schram - Farm Related/Large Scale Business Activity (PH&E)**

Primary Originating Division/Dept: <input type="text" value="Public Health &amp; Environment - Land Mgmt."/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Jason Mielke"/> Title: <input type="text" value="Senior Planner"/>	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:**  
 Growth: Manage the challenges and opportunities resulting from growth and development

**BACKGROUND/JUSTIFICATION:**

File PZ20120025. The Planning Commission recommended approval of a Conditional Use Permit for Aaron and Ashley Schram during their July 17, 2012 meeting. The request is to operate a vineyard/winery which would include growing grapes and winery operations (production & retail sales). The proposal would include the remodeling of two (2) existing structures which would be utilized as a wine production/winery and sales/wine tasting shop. The shop will have retail sales of wine produced on the premises and ancillary sales of items and gifts related to the wine and agro-tourism business. Future expansion would include a staging kitchen for caterers and medium establishment level licensing for food sales as per MN Department of Health regulations. Adjacent to the retail sales facility, the applicants are proposing an outdoor seating area and possible temporary tent for seasonal events related to the winery. Special event activities would include private parties (such as family reunions, corporate events and weddings). The applicants would like to be able to accommodate up to 200 guests. The property has adequate parking to accommodate the retail sales activity and private events. The vineyard currently has a growing operational area of approximately six (6) acres; however, additional areas of the property have been identified as future growing sites. The Laketown Town Board supports the applicants' request.

**ACTION REQUESTED:**

A motion to adopt the Findings of Fact and to issue Order #PZ20120025 for the issuance of the Conditional Use Permit.

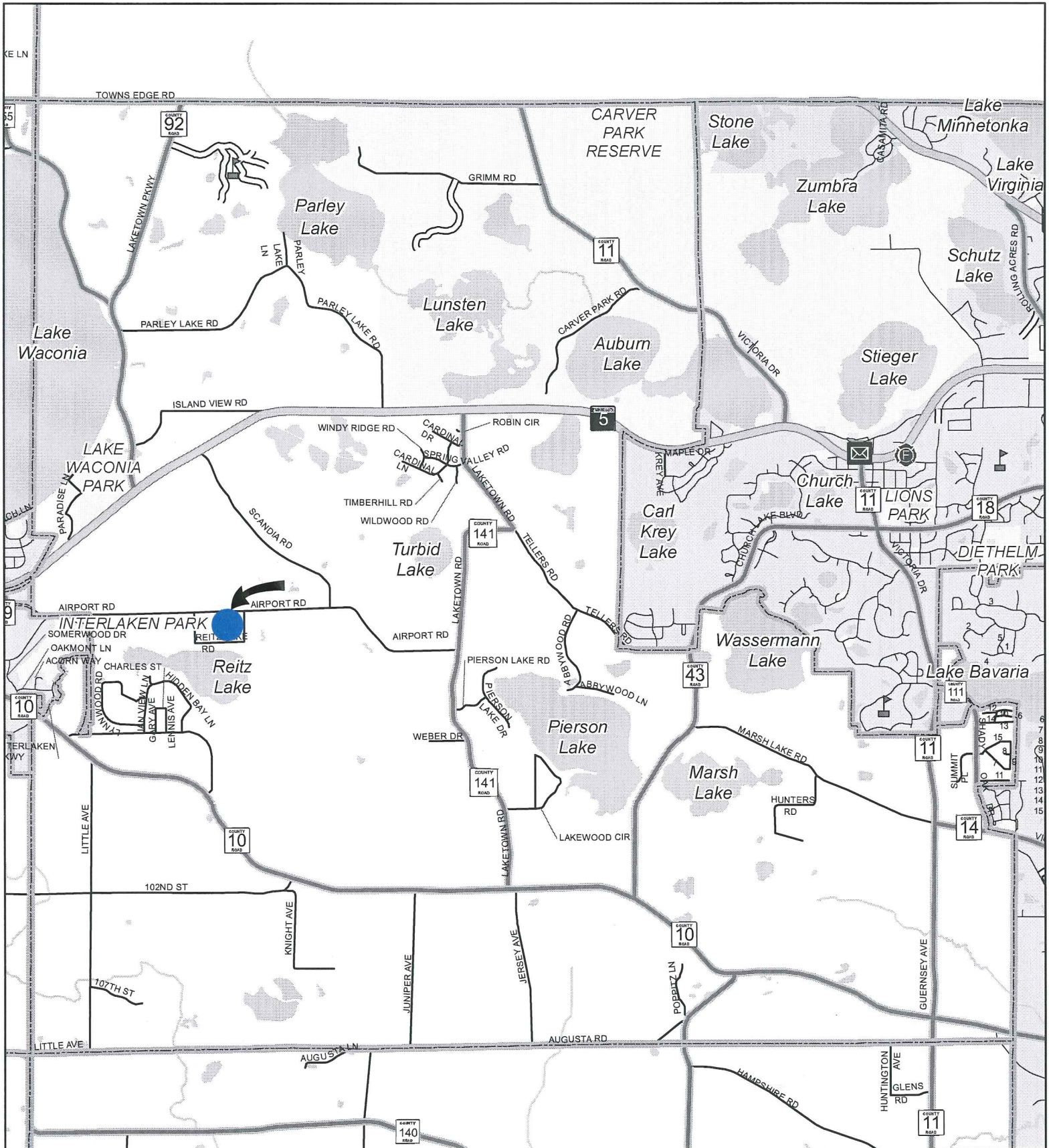
<b>FISCAL IMPACT:</b> <input type="text" value="None"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

*Office use only:*

RBA 2012- 1281

# LAKETOWN TOWNSHIP



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



COUNTY OF CARVER  
*PLANNING COMMISSION RESOLUTION*

**FILE #: PZ20120025**

**RESOLUTION #: 12-07**

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

**FILE #:** PZ20120025

**APPLICANT:** Aaron V. Schram

**OWNER:** Aaron V. Schram

**SITE ADDRESS:** 8785 Airport Rd., Waconia

**PERMIT TYPE:** Farm Related Business/Large Scale Activity

**PURSUANT TO:** County Code, Section 152.079 C2 & 152.080 C7

**LEGAL DESCRIPTION:** See attached Exhibit "A"

**PARCEL #:** 07-020-1500

**WHEREAS**, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of July 17,2012; and,

**WHEREAS**, the Carver County Planning Commission finds as follows:

1. Aaron & Ashley Schram own an approximate 12.41 acre parcel located in the Southeast Quarter (SE¼) of the Northeast Quarter (NE¼) of Section 19, and the Southwest (SW¼) of the Northwest Quarter (NW¼) of Section 20, Laketown Township. The property is improved with a house with attached garage, and a few small personal storage accessory type structures. The site is located in the Agriculture Zoning District, Shoreland Overlay District of Reitz Lake, and the CCWRMA – Carver Creek Watershed.
2. The applicant is requesting a Conditional Use Permit (CUP) to operate a Minnesota Farm Vineyard/Winery which will include growing grapes and winery operations (production and sales). According to the applicant, the Schram Winery, LLC or “The Gentleman Farmer Winery” growing operational area currently encompasses approximately six (6) acres. The applicant intends to utilize this year’s grape harvest (2012) to open up the winery in the summer or fall of 2013.
3. The request is for a CUP to operate a farm related business/large scale activity pursuant to Section 152.079 and 152.080 of the Carver County Zoning Code.
4. Mr. Schram’s request consists of the submitted operational plan and site plan. The proposed request would allow Mr. Schram to remodel an existing 26’ x 36’ outbuilding (936 sq. ft.) for wine production/winery, the remodeling of an existing 28’ x 31’ outbuilding (868 sq. ft.) for wine tasting/retail sales, possible new addition onto the existing home/garage (not open to public), an outdoor seating area, temporary tents for the public, and a modified driveway and designated parking area(s). Future expansion plans include a staging kitchen for catering and medium establishment level licensing for food sales and on-site liquor and beer sales for special events. Based on the amount of capital investment, Mr. Schram plans on starting small with around 400 cases in 2013 and a goal of 2,000 cases within 5 years. The processing of local grapes, mainly from their own vineyards may be supplemented by out of state grapes, as needed. The special event activities would include educational events, possible trade show demonstrations and private parties (such as family reunions, corporate events or weddings). The applicant would like to be able to accommodate up to 200 guests.

5. The proposed operations would meet the requirements of Section 152.079 and 152.080 of the Zoning Code, provided the existing and proposed buildings are suitable for public use as per the Minnesota State Building Code. All existing and/or new structures in which public activities will take place must meet Minnesota State Building Code.
6. Portions of the business are seasonal in nature; therefore hours of operation vary depending on the stage of production. The proposed wine shop will be open to the public for business May through December. Hours of operation will take place Monday through Saturday from 9:00 a.m. to 10:00 p.m., and Sunday 10:00 a.m. to 5:00 p.m. Special events and private parties will vary as per request and hours open to the public for those events shall maintain regular hours of operation open to the public. Wine processing would be conducted year round and be considered a wholesale farming activity not open to the public. The first few years the winery would be open a few months out of the year due to the proposed smaller case size, but growing from there. The proposed operation will be open to the public Saturday and Sundays to start; however, as the Schram Winery becomes more established the number of days may include week days as well.
7. The operational plan indicates that the Schram Winery is in the process of receiving State and Federal approval for a bonded winery. The applicant shall maintain the required permits and licensure for the permitted retail, food production and growing operations.
8. Currently, the operation involves two (2) full-time employees (family members) and two (2) part-time employees. Once the wine tasting room is up and running, Mr. Schram anticipates the need to add approximately three (3) to seven (7) additional part-time/full-time employees. The number of employees needed will be based on the volume of business. The Zoning Code requires the applicant to submit a copy of workers compensation insurance, if applicable.
9. The applicant has estimated approximately 20 - 40 vehicle trips to be generated per/weekend (Saturday and Sunday). This would not include trips generated by special events and/or private parties. The number of vehicle trips generated by the winery operation is approximately 640 public vehicle trips per month, which is an average of 80 vehicles per week. **NOTE:** 1 trip in and 1 trip out would be considered 2 trips.
10. The submitted operational and site plan indicates up to 20 parking spaces on a gravel surface, with handicap drop-off and paved handicap access spaces near the winery/retail building. Overflow grass parking for additional vehicles would be available as needed. According to the Carver County Zoning Code, a sales facility is required to have at least one (1) parking space for each 400 sq. ft. of sales floor space. The existing parking spaces exceed the minimum number required as it pertains to the amount of existing sales floor space. Additional parking spaces may be required if additional structures are constructed or modified to be utilized as sales floor space. The Carver County Zoning Code also indicates that a dance hall, private club and similar recreational use requires ten (10) parking spaces plus one (1) additional parking space for each 200 square feet of floor area devoted to the principle use. The site can be modified accordingly to accommodate additional parking, as needed. The neighboring property to the west, owned by Richard Molnau, may be utilized by the Permittee for overflow parking. A written agreement between the two (2) property owners will be submitted to the Carver County Land Management Department if overflow parking is needed.
11. The sewage system for this property is part of the Laketown Township 201 System (flows into Metro Sewer System). A Certificate of Compliance was reported on August 19, 2011 and is valid for 3 years from the date of the report. The Permittee must comply with Laketown Township and Carver County septic requirements with regard to additional bathroom hook up capabilities to accommodate any wastewater that has contact with humans or chemicals associated with the retail sales facility and wine production operation. A holding tank or an on-site sewer system may be the only viable options for Mr. Schram's business water usage for the retail building and wine production building.

12. The applicant is requesting signage for the Schram Winery pursuant to the Carver County Sign Code which allows a single sign surface area maximum of 32 sq. ft. per property. The signage would be located at the entrance of the property and outside of the township road right-of-way (Airport Road). Mr. Schram may propose the placement of a "blue" informational sign within the Minnesota Department of Transportation (MnDOT) Highway 5 right-of-way; however, MnDOT would be the road authority for review and approval of sign placement within the Highway 5 right-of-way.
13. The Laketown Town Board has reviewed and recommended approval of the CUP request during their May 29, 2012, Town Board meeting. The Laketown Town Board would like to see the hours of operation "open to the public" to be limited to 9:00 a.m. to 10:00 p.m., due to the large number of residential homes in the area. The Laketown Town Board intends to meet with the Permittee in three (3) years to review the approved conditional use permit. The Laketown Town Board would also like the right to revisit their approved CUP if one (1) of the (3) three events were to take place: Parking needs exceed 25 spaces; the commercial building is erected; or production exceeds 1,500 cases per year.

**THEREFORE, BE IT RESOLVED,** THAT The Carver County Planning Commission hereby recommends the issuance of Conditional Use Permit #PZ20120025 for a Farm Related/Large Scale Business Activity on the land described in Exhibit "A" of the permit application, and that the following conditions be attached to the permit:

1. The permit is subject to compliance review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible.
2. The Schram Winery, LLC shall operate in accordance with the submitted operation and site plans. These plans shall be attached to and be considered part of this permit. Any future buildings will require discussion with Land Management for a determination as to whether an application for amendment or similar consideration is necessary. The hours of operation "open to the public" shall consist of 9:00 a.m. to 10:00 p.m. Monday through Saturday and 10:00 a.m. to 5:00 p.m. Sundays.
3. All new and existing structures shall be constructed and/or maintained in accordance with State Building Code if they are for business and/or public use. The applicant shall apply for and obtain all necessary building permits from Carver County prior to the modification of any existing structure and/or new construction. The Permittee shall obtain a Certificate of Occupancy prior to commencing any retail sales activity in 2012, 2013 or beyond. Food production activities may only occur only if appropriate building permits have been obtained and a Certificate of Occupancy has been issued for those business activities.
4. The Permittee shall submit a copy of Worker's Compensation insurance for all employees annually, if applicable.
5. The Permittee is responsible to the Minnesota Department of Agriculture, and to any other county, state or federal agencies, for maintaining the required permits and licensure for the retail, liquor, food production and growing operations. The Permittee shall submit copies of all required permits and licenses to Carver County Land Management prior to commencing operations.
6. The Permittee must comply with Laketown Township (for the 201 system) and any other Carver County septic requirements with regard to additional bathroom hook up capabilities to accommodate any wastewater that has contact with humans or chemicals associated with the retail sales facility and wine production operation. A holding tank or an on-site sewer system may be the only viable options for Mr. Schram's business water usage for the retail building and wine production building. If a holding tank is allowed for retail sales facility and wine production operations, the Permittee must enter into a pumping agreement with a licensed septic contractor to provide service.

7. The Permittee shall provide restroom satellites/facilities, one of which shall be handicapped accessible, near the retail operation during large events.
8. The Permittee shall comply at all times with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations. The Permittee shall not exceed the allowed square footage of signage per property. Any proposed signage along Highway 5 shall be reviewed and approved by the Minnesota Department of Transportation.
9. Outside storage of business equipment and supplies is prohibited unless the storage area is adequately screened from the view of neighboring residences and roads.
10. Pursuant to Section 152.079 of the Carver County Code the residence shall be occupied as a homestead by a principal of the activity.
11. Any additional driveway access to the property shall be approved by the Road Authority and supported by a traffic study, report or similar documentation as per County Zoning Code Section 152.036.
12. Overflow parking on the neighboring property (to the east) shall require a written agreement between the two (2) property owners. The agreement must include language indicating that the agreement can be terminated at any time.

**ADOPTED** by the Carver County Planning Commission this 17<sup>th</sup> day of July, 2012.

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Ted Beise, Chair  
Planning Commission

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Special Event Permit - Carver/Scott Humane Society Fundraiser (PH&E)**

Primary Originating Division/Dept: <input type="text" value="Public Health &amp; Environment - Land Mgmt."/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Amanda Schwabe"/> Title: <input type="text" value="Associate Planner"/>	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: Growth: Manage the challenges and opportunities resulting from growth and development	

**BACKGROUND/JUSTIFICATION:**

File #A20120316. This request is for an Administrative Special Event Permit for the 2nd annual Carver/Scott Humane Society Fundraiser, to be held at The Mustard Seed Landscaping & Garden Center, on October 19, 2012. The Carver/Scott Humane Society is a non-profit 501 (C) 3 organization supported entirely through donations and adoption fees. This fundraising event is being called the "Rescue Roundup" and will take place from 7:00 p.m. - 10:00 p.m. on Friday, October 19th. The event will consist of a catered dinner, silent auction and music for ticket holders. The event will be held in Mark Halla's commercial retail garden center and greenhouse. Parking will be provided within the same area as allowed in the Conditional Use Permit (CU-PZ20050023) for the retail landscape and garden center operation. Mr. Halla and the Carver/Scott Humane Society have submitted their liability insurance for the record. The Dahlgren Town Board reviewed the request at their June 11, 2012, Town Board meeting and had no objections.

**ACTION REQUESTED:**

A motion authorizing the issuance of a Certificate of Zoning Compliance (#A20120316), for the October 19, 2012 Carver/Scott Humane Society Fundraiser, at The Mustard Seed Landscaping & Garden Center.

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

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1280



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

**FILE/CERTIFICATE # A20120316**

**DATE ISSUED: August 7, 2012**

**TYPE OF CERTIFICATE: ONE TIME SPECIAL EVENT – THE MUSTARD SEED LANDSCAPING & GARDEN CENTER (CARVER/SCOTT HUMANE SOCIETY FUNDRAISER)**

This permit certificate is issued for the Carver/Scott Humane Society Fundraiser to be held on October 19, 2012. The event is being held at The Mustard Seed Landscape & Garden Center, in Dahlgren Township, which is owned by Mark & Karen Halla.

The Carver/Scott Humane Society is a non-profit 501(C) 3 organization supported entirely through donations and adoption fees. This fundraising event is being called the “Rescue Roundup” and will take place from 7:00 p.m. – 10:00 p.m. on Friday, October 19, 2012. The event will consist of a catered dinner, silent auction and music for ticket holders. The event will be held in Mr. Halla’s commercial retail garden center and greenhouse. The public will access the property from the current driveway and utilize the same parking area as the permitted garden center (CU-PZ20050023). No outside activities are being proposed as part of this event.

This event is allowed with a Certificate of Zoning Compliance, pursuant to Chapter 152, Section 152.074 B6 of the Carver County Code. **This certificate is issued to:**

**The Mustard Seed Landscaping & Garden Center  
(Carver/Scott Humane Society Fundraiser)  
Mark Halla  
6055 Highway 212  
Chaska, MN 55318**

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

**Purpose of Certificate:** To certify that the permittee and/or organization to which this certificate is issued is permitted and authorized to hold the fundraiser on October 19, 2012. The event shall take place in Dahlgren Township in accordance with the conditions listed on this permit and in accordance with Chapter 152, Section 152.074 B6 of the Carver County Code.

**THE FOLLOWING CONDITIONS ARE ATTACHED AND MUST BE COMPLIED WITH:**

1. The Permit is valid only on Friday, October 19, 2012.
2. The event must be conducted in accordance with the Operational Plan & Site Maps attached hereto.
3. The sponsors are responsible to clean up all excess trash and litter throughout the parking area during and after the event.

4. All parking shall be in the approved parking area pursuant to the Landscaping & Garden Center Conditional Use Permit (CU-PZ20050023). The number of participants shall be governed by the parking spaces available at the site.
5. The permittee shall provide a copy of the Certificate of Liability Insurance to the Land Management Department prior to the event.
6. The permittee shall inform adjacent residents of the date of the event.
7. The permittee shall comply with the Dahlgren Town Board recommendations, if applicable.

\_\_\_\_\_  
Amanda Schwabe  
Associate Planner

**THIS CERTIFICATE IS ISSUED FOR OCTOBER 19, 2012 AND IS NOT EFFECTIVE UNTIL SIGNED:**

I HAVE READ THE ABOVE CONDITIONS AND AGREE TO FOLLOW THEM. I REALIZE THAT FAILURE TO ABIDE BY THE CONDITIONS IS A VIOLATION OF THE ZONING ORDINANCE. I AGREE THAT THE ZONING ADMINISTRATOR OR A DESIGNATED REPRESENTATIVE MAY ENTER UPON THE SUBJECT PROPERTY TO CHECK FOR COMPLIANCE OR FOR REVIEW PURPOSES. I AGREE THAT BY SIGNING BELOW I AM RESPONSIBLE TO OBTAIN COMPLIANCE WITH BUILDING AND FIRE CODES, FOOD HANDLING REQUIREMENTS AND LIQUOR LICENSURE REQUIREMENTS FROM ANY AND ALL LOCAL AND STATE AGENCIES. I ALSO UNDERSTAND THAT THIS IS NOT A BUILDING PERMIT AND THAT OTHER PERMITS MAY BE REQUIRED.

\_\_\_\_\_  
Signature of Certificate Holder

\_\_\_\_\_  
Date

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Donation**

Primary Originating Division/Dept: Sheriff

Meeting

Date: 8/7/2012

Contact: Leslie Michel Title: Admn Svcs Manager

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:**

Donation of \$10.00 from Marshall McCall and Cynthia Murphy to be used for drug education for children.

**ACTION REQUESTED:**

Approve Donation.

**FISCAL IMPACT:** None

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total** \$0.00

**Related Financial/FTE Comments:**

\$10.00 to 02-243-000-0000-5756

*Office use only:*

RBA 2012- 1278

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**New Tobacco License**

Primary Originating Division/Dept: <input type="text" value="Property Records &amp; Taxpayer Services"/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Sarah Rivers"/> Title: <input type="text"/>	Item Type: Consent <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

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

**BACKGROUND/JUSTIFICATION:**

Family Dollar Stores have applied for a Tobacco License in compliance with the Carver County Tobacco Ordinance. Family Dollar Stores are requesting Carver County Board of Commissioners approval to sell tobacco products.

Ownership/Business Information:

Tobacco License #10-638

Family Dollar, Inc

640 Railroad Dr Store #6540

Norwood MN 55368-4516

PID: 58.5300050

**ACTION REQUESTED:**

Family Dollar Stores have applied for a Tobacco License in compliance with the Carver County Tobacco Ordinance. Family Dollar Stores are requesting Carver County Board of Commissioners approval to sell tobacco products.

<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- 1279

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Out of State Travel - IFMA**

Primary Originating Division/Dept:

Contact:  Title:

Amount of Time Requested:  minutes

Presenter:  Title:

Meeting  
Date:

Item Type:  
Consent

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The International Facility Management Association's national conference is in San Antonio, Texas Oct. 30 through November 2, 2012. Facilities Services Manager is seeking to become a Certified Facility Manager (CFM) through IMFA and this conference shall allow study course and credits to be obtained. Funds were budgeted in 2012 but the specific conference was left out of the narrative. A 15% discount is obtained if purchased by August 23, 2012.

**ACTION REQUESTED:**

Move approval to allow the Facilities Manager to attend the IFMA World Workplace Conference in San Antonio.

**FISCAL IMPACT:**

If "Other", specify:

<b>FUNDING</b>	
County Dollars =	<b>\$2,300.00</b>
<b>Total</b>	<b>\$2,300.00</b>

**FTE IMPACT:**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1290

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Service Agreement for Joint Assessment**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Assessment"/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Angela Johnson"/> Title: <input type="text" value="County Assessor"/>	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: Finances: Improve the County's financial health and economic profile	

**BACKGROUND/JUSTIFICATION:**

The Carver County Assessor's office is responsible for all valuations within Carver County. Every 2 years the service agreement for joint assessment between the Carver County Assessor's office and the Cities and Townships within Carver County is reviewed. The agreement for 2013-2014 contains an approximate 5% increase over the previous agreement. The rates have increased from \$11.00 to \$11.50 for residential valuations, from \$11.50 to \$12.00 for agricultural valuations, and from \$12.50 to \$13.00 for commercial/industrial valuations. The entities involved in the agreement have been notified.

**ACTION REQUESTED:**

Approval of a 2 year service agreement (2013-2014) for joint assessment between the Carver County Assessor's office and Carver County Cities and Townships. The rates to be charged are \$11.50 for residential evaluations, \$12.00 for agricultural valuations and \$13.00 for industrial valuations.

<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"/> <input type="text"/> <b>Total</b> <span style="float: right;">\$0.00</span>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

We will have an MCCC assessment of \$35,000.00 next year (2013) for an enhancement to our CAMA system. The above contract increase will help to offset this enhancement by raising our current revenues from approximately \$493,000 to approximately \$514,000. The total annual expenditure for the Property Assessment office is approximately \$979,000.

*Office use only:*  
RBA 2012- 1268

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Appointment to Riley Purgatory Bluff Creek Watershed District Board of Managers**

Primary Originating Division/Dept: Administration (County)	Meeting Date: 8/7/2012
Contact: Dave Hemze      Title: County Administrator	Item Type: Regular Session
Amount of Time Requested: 10 minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: Dave Hemze      Title: County Administrator	

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

**BACKGROUND/JUSTIFICATION:**

The current incumbent's term ends July 31, 2012. Notice of this vacancy was published in both the Chaska Herald and Chanhassen Villager. Applications have been received from the following:

Ken Wencil (incumbent)  
8412 Waters Edge Drive  
Chanhassen, MN 55317

and

Mary Borns  
7199 Frontier Trail  
Chanhassen, MN 55317

As per the Board's Operating Rules, term limits do not apply to the Watershed District.

At the July 24th Board meeting, the Board tabled the appointment to the August 7th meeting.

**ACTION REQUESTED:**

Board motion for an appointment to the Riley Purgatory Bluff Creek Watershed Board of Managers for a three year term.

<b>FISCAL IMPACT:</b> None <i>If "Other", specify:</i>	<b>FUNDING</b> County Dollars = _____ _____ <b>Total</b> <span style="float: right;">\$0.00</span>
<b>FTE IMPACT:</b> None	

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1282

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Appointments to Carver County Park Commission**

Primary Originating Division/Dept: <input type="text" value="Administration (County)"/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Dave Hemze"/> Title: <input type="text" value="County Administrator"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Dave Hemze"/> Title: <input type="text" value="County Administrator"/>	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 Park Commission has seven members, one from each Commissioner District and two at large appointments. There are three vacancies on the Park Commission, one in Commissioner District 1, one in Commissioner District 2 and one at large vacancy in Commissioner District 1, 2, 4, or 5.

Applications have been received from the following:

- Joshua Ives, Commissioner District 1
- Elliot Wachter, Commissioner District 1
- Jim Manders, Commissioner District 1
- Steve Hachtman, Commissioner District 2
- Scott Wendt, Commissioner District 2
- Molly Koivumaki, Commissioner District 3
- Gino Businaro, Commissioner District 3
- Kevin Holmes, Commissioner District 4
- Ron Trick, Commissioner District 5

**ACTION REQUESTED:**

Motion to fill vacancies in Commissioner District 1 and 2 and the at large vacancy.

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

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1267



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Amendment No. 1 to Lease Agreement Between the Minnesota Astronomical Society and Carver County**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="8/7/2012"/>
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" value="15"/> minutes Presenter: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: Connections: <input type="text" value="Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

The Onan Observatory located at Baylor Regional Park is owned and operated by the Minnesota Astronomical Society (MAS). Carver County and the MAS entered into the original lease for the Onan Observatory in November of 1988.

In 1999 the Onan Observatory opened. Over 20,000 user visits to the observatory have been recorded during 2003-2010 for programs and star gazing.

In November of 2011, the County entered into a new 10 year lease agreement with the MAS. The new lease agreement focused more on the operation of the facility and the programs which take place at the Onan Observatory. Language in the lease allowed for the consideration of future improvements or expansion to the facility.

Amendment No. 1 allows for the construction and ongoing operations and maintenance of two additional structures to the Onan Observatory site at Baylor Regional Park. The classroom building has proposed dimensions of 22'x 30' and the Sylvia A. Casby Observatory building dimensions are 16' x 14'. Both buildings have architectural elements which work to complement the existing Onan Observatory building. A site plan has also been developed which provides for proper building orientation in the space to be occupied.

At the July 10th Park Commission Meeting, the Park Commission recommended approval off the site plan and building plans submitted by the M.A.S. Their approval is contingent upon M.A.S. obtaining all necessary permits to construct the buildings.

**ACTION REQUESTED:**

Approve Amendment No. 1 and authorize the Board Chair to sign.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> Minnesota Astronomic... <input type="text" value="\$65,000.00"/> <b>Total</b> <input type="text" value="\$65,000.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

The Minnesota Astronomical Society will fund and make payments for the improvements. Dollars will not be received or expended by the County for the project and a budget amendment is not requested.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**AIS Inspections Status Report**

Primary Originating Division/Dept:

Contact:  Title:

Amount of Time Requested:  minutes

Presenter:  Title:

Meeting  
Date:   
Item Type:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Staff will provide the Board with an update on AIS inspection services conducted at Lake Minnewashta Regional Park and at Lake Bavaria boat access.

**ACTION REQUESTED:**

No action is requested.

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

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

**FTE IMPACT:**

**Related Financial/FTE Comments:**

NA

*Office use only:*

RBA 2012- 1284

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**PH/E - 2013 Medical Examiner Contract and Appointment**

Primary Originating Division/Dept: <input type="text" value="Public Health &amp; Environment - Emergency Mgmt."/>	Meeting Date: <input type="text" value="8/7/2012"/>
Contact: <input type="text" value="Ken Carlson"/> Title: <input type="text"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Ken Carlson"/> Title: <input type="text" value="Emergency Management Man..."/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Minnesota Statute 390.005 requires counties to provide Medical Examiner or Coroner services. Our current provider of Medical Examiner services (through a JPA) has notified us that they will cease operations on 12/31/2012 and will merge with the Hennepin County Medical Examiner's Office. Staff has examined a preliminary proposal from Hennepin County to the JPA and a firm contract proposal from Anoka County. The remaining Metro area provider, Ramsey County, was not interested in submitting a proposal.

Both Hennepin and Anoka County have state-of-the-art facilities, Board-certified Pathologists, and the services provided are similar and will fulfill the County's needs.

YEAR	Hennepin/JPA Lowest Proposal*	Anoka County Proposal
2013	\$222,370	\$182,270
2014	226,818	205,000**
2015	231,354	228,000**

\*Hennepin's proposal for 2013 is \$2,040,000 for the entire JPA. The JPA gave three options on how to divide the cost between the 8 JPA counties. The figures listed above are for the lowest cost of those three options for Carver County.

\*\*Anoka County's proposal includes a reduced rate as an incentive for 2013 and 2014, with full pricing for 2015. Their rate estimates for 2014 and 2015 are based on current Metropolitan Council population estimates and assumes no other counties will have contracted with Anoka. If additional counties do contract with Anoka, they estimate costs would be reduced approximately .06/per-capita for every 20,000 of additional population. Chisago County (Population 53,000) is in the process of contracting with Anoka, so we anticipate Anoka's rates for 2014 and 2015 could be reduced by as much as \$9,000.

Staff, including the Sheriff and County Attorney, have met with both agencies and toured both facilities, and recommends withdrawal from the JPA for 2013 and approval of the Anoka County contract for the immediate future.

**ACTION REQUESTED:**

Approve and authorize the Board Chair to sign the Agreement for Medical Examiner Services contract with Anoka County for 2013, with automatic renewal for 2014 and 2015. Also sign the attached Resolution appointing Dr. Quinn Strobl as Carver County Medical Examiner for 2013-2015.

<b>FISCAL IMPACT:</b> <input type="text" value="Other"/> <input type="text" value="Included in 2013 budget"/> If "Other", specify: <input type="text" value="recommendation."/>	<b>FUNDING</b> County Dollars = <input type="text" value="\$182,270.00"/> <hr/> Total <input type="text" value="\$182,270.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE \_\_\_\_\_  
MOTION BY COMMISSIONER \_\_\_\_\_

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

## Medical Examiner Appointment

WHEREAS, Carver County has statutory obligations pursuant to Minnesota Statutes Chapter 390 to appoint a Medical Examiner and provide for reasonable and necessary compensation for expenses of the Medical Examiner; and

WHEREAS, the County has approved a contract with Anoka County to provide the services to meet these statutory obligations; and

WHEREAS, Dr. Quinn Strobl is a doctor of medicine licensed to practice medicine in the State of Minnesota and a forensic pathologist certified by the American Board of Pathology, and has been appointed as the Chief Medical Examiner of the Anoka County Medical Examiner's Office; and

WHEREAS, Dr. Strobl has requested appointment as Carver County Medical Examiner for a term of three years ending December 31, 2015 to coincide with the contract with Anoka County.

NOW, THEREFORE BE IT RESOLVED, that pursuant to Minnesota State Statute 390.005, the Carver County Board of Commissioners appoints Dr. Quinn Strobl as the Carver County Medical Examiner for a three-year term for the period of January 1, 2013 through December 31, 2015.

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 \_\_\_ of \_\_\_\_\_, 2012, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

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

\_\_\_\_\_  
Date