

ACCEL Meeting – March 6, 2012, 7:30 a.m.  
 Carver County Justice Center  
 EOC Room



Carver County Board of Commissioners  
 March 6, 2012  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

- 9:00 a.m. 1. **a) CONVENE**  
**b) Pledge of allegiance**  
**c) Public comments (limited to five minutes)**  
**d) Introduction of New Employees**
2. Agenda review and adoption
3. Approve minutes of February 28, 2012 Regular Session ..... 1
4. Community Announcements
- 9:00 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Grant agreement with Metropolitan Council to partially finance  
 aquisition of 1.56 miles of the abandoned Union Pacific RR  
 Chaska Industrial Lead Corridor ..... 2-3
- 5.2 Professional services agreement for CSAH 61/TH 101 “Y” study with  
 Short Elliott Hendrickson, Inc..... 4
- 5.3 Cancer Awareness Day in Carver County ..... 5-6
- Connections: Develop strong public partnerships and connect people to  
 services and information*
- 5.4 Issuance of new on-sale, off-sale and Sunday liquor license to  
 Hollywood Roadhouse f/k/a Hollywood Ranch House ..... 7
- 5.5 Renewal application for set up license Marsh Lake Hunting Preserve, Inc.8
- Culture: Provide organizational future fostering accountability to achieve goals  
 and sustain public trust/confidence in County government*
- 5.6 Donations for Health & Safety Fair ..... 9-10
- Finances: Improve the County’s financial health and economic profile*
- 5.7 Community Social Services warrants ..... NO ATT
- 5.8 Commissioners’ warrants..... SEE ATT
- 9:00 a.m. 6. **CONNECTIONS: Develop strong public partnerships and connect people to  
 services and information**
- 6.1 Joint powers agreement – Carver County and Scott County iSeries  
 Consolidation ..... 11-13
- 6.2 Microsoft Enterprise Agreement – Countywide Microsoft Licensing  
 Agreement..... 14

9:30 a.m. ADJOURN REGULAR SESSION

- 9:30 a.m. **BOARD REPORTS**
1. Chair
  2. Board Members
  3. Administrator
  4. Adjourn

David Hemze  
County Administrator

## UPCOMING MEETINGS

March 13, 2012	9:00 a.m. Work Session
March 20, 2012	4:00 p.m. Board Meeting
March 27, 2012	No Meeting
April 3, 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 February 28, 2012. Chair James Ische convened the session at 9:02 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.

Maluchnik moved, Degler seconded, to approve the minutes of the February 21, 2012, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Dave Hemze, County Administrator, requested the Board approve the 2012 Strategic Plan. He explained late in 2011 an effort was initiated to update the Strategic Plan and continue with updates on an annual basis. He pointed out the meetings that have been held with Division Directors for their input and the previous work session held by the Board to review the Plan. He stated they did not change the Vision or Mission Statements as they met the direction they were going. Hemze clarified they looked at the details inside the document and noted an example of a strategy that was completed which leads to the implementation phase.

Maluchnik moved, Degler seconded, to adopt the 2012 Carver County Strategic Plan as presented. Motion carried unanimously.

Steve Taylor, Administrative Services, explained to the Board meetings he has attended related to the "LEAN" program and process. He stated the definition of the program is preserving value with less work and tries to eliminate redundancy and inefficiencies. He indicated they are currently working on a pilot project related to contract review and were looking forward to proving the benefits.

Lynch moved, Workman seconded, to adjourn the Regular Session at 9:17 a.m. Motion carried unanimously.

David Hemze  
County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Grant Agreement with Metropolitan Council to partially finance acquisition of 1.56 miles of the abandoned Union Pacific RR Chaska Industrial Lead Corridor**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="3/6/2012"/>
Contact: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Grant Agreement for Recreat..."/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value="Parks Director"/>	

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

Sub Grant-2011-084 from the Metropolitan Council will partially finance acquisition of 1.56 miles of the abandoned Union Pacific RR in Carver County. Carver County closed on the purchase of the Union Pacific Railroad Line in Carver and Scott Counties on October 21, 2011. Total cost of current and anticipated expenses related to the purchase are expected to be \$2,135,436.

Sub Grant SG-2011-084 represents Carver County's portion of the planned Park Acquisition Opportunity funds provided for land acquisition for regional parks and trails. Additional funding is planned from other agencies as indicated in the below background information.

Background information:

In addition to preserving the railroad corridor for transportation purposes, other planned uses of the railroad corridor include regional trail, utility lines, preservation of levee and road right of way. Carver County will quit claim deed to Scott County the portion of railroad line in Scott County. Easements will be issued to the other participants for their interests in the railroad corridor. The following outlines the cost participation.

<u>Funding Breakdown</u>	<u>Cost Participation</u>
Metropolitan Council, Park Acquisition Opportunity Funds (Carver Co Regional Trail)	\$ 438,875
Metropolitan Council, Park Acquisition Opportunity Funds (Scott Co Regional Trail)	\$ 503,221
Metropolitan Council Environmental Services (Utility Easement)	\$ 250,000
Scott County Regional Railroad Authority (Corridor Preservation)	\$ 374,170
Carver County Regional Railroad Authority (Trail, Co. Rd 61 ROW, Corridor Preservation)	\$ 374,170
City of Chaska (Utility Easement/Agreement)	\$ 130,000
City of Carver (Levee Easement/Agreement)	<u>\$ 65,000</u>
	<b>\$2,135,436</b>

**ACTION REQUESTED:**

Approve Grant Agreement Number # SG-2011-084 with the Metropolitan Council and authorize the Board Chair to sign the agreement.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> <b>County Dollars =</b> <input type="text"/> Metro Council Dollars <input type="text" value="\$506,185.00"/> <b>Total</b> <input type="text" value="\$506,185.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

While the grant agreement allows for eligible reimbursement items up to \$506,185. It is anticipated that the County would only have eligible expenses of \$438,875. Also due to not expending funds to clear title.

*Office use only:*

RBA 2012- 983

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agmt. for CSAH 61/ TH 101 "Y" Study with SEH (Short Elliot Hendrickson Inc.)**

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 purpose of the Highway 101 "Y" Study is to identify and define low-cost high benefit improvements around the Highway 101 and Flying Cloud Drive "Y" intersection that could be implemented in conjunction with a new Highway 101 Minnesota River Bridge which will likely be funded for construction in 2014.

The River Bridge study did not include a 4-lane design or impacts to the "Y" intersection at 101 and 61 (Old 212), however it is likely that a 4-lane bridge will get funded which will require improvements at the "Y" intersection.

This work will study traffic impacts of a 4-lane bridge and build on the previous 101 corridor study completed in May 2007.

The work should begin as soon as possible as the 4-lane river bridge funding needs to include construction costs at the "Y" if at all possible

**ACTION REQUESTED:**

Approve the agreement with SEH and authorized the County Board Chair and County Administrator to sign this agreement subject to review by the county Attorney and Risk Manager.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1029

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Cancer Awareness Day in Carver County**

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:**

Relay for Life of Waconia will kick off their annual event on April 11, 2012. Commissioner Lynch is asking the Board to adopt a Resolution proclaiming April 11, 2012, as Cancer Awareness Day in Carver County.

**ACTION REQUESTED:**

Adopt Cancer Awareness Day Resolution.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1052

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

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

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

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**Cancer Awareness Day**

WHEREAS, Relay for Life is the signature activity of the American Cancer Society and celebrates cancer survivors (anyone who has ever been diagnosed with cancer) and caregivers, and remembers those lost to the disease; and empowers individuals and communities to fight back against cancer and

WHEREAS, money raised during the American Cancer Society Relay for Life of Waconia helps support research, education, advocacy, and patient services; and

WHEREAS, Relay for Life helps fund more than \$100 million in cancer research each year;

WHEREAS, Relay for Life of Waconia will kick off their annual event on Cancer Awareness Day on Wednesday, April 11, 2012.

NOW, THEREFORE, BE IT RESOLVED, that the Carver County Board of Commissioners, does hereby proclaim April 11, 2012 as,

**Cancer Awareness Day**

in Carver County and encourage citizens to join in recognition of this day by participating in the:

Relay For Life Waconia Kick-Off  
Waconia High School  
April 11, 2012  
6:30 p.m. to 8:00 p.m.

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 6<sup>th</sup> day of March, 2012, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

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



## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Issuance of a new On-Sale, Off-Sale and Sunday Liquor License to Hollywood Roadhouse FKA Hollywood Ranch House**

Primary Originating Division/Dept:

Meeting

Date:

Contact:  Title:

Item Type:

Consent

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Paul Joswick new owner (closing scheduled for 2/17/12) of Hollywood Roadhouse, formally know as Hollywood Ranch House is applying for an On-Sale, Off-Sale and Sunday Liquor License. Paul hopes to open the Off-Sale Liquor Store April 1st and the On-Sale Liquor and Resturant on May 1st. The Hollywood Roadhouse is located at 5474 County Road 33, New Germany. There are no delinquent taxes on this property.

**ACTION REQUESTED:**

Approval of the Request for a On-Sale, Off-Sale and Sunday Liquor License for Hollywood Roadhouse.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

**Related Financial/FTE Comments:**

The Carver County License Fee is as follows:

On-Sale Liquor License (Pro-rated May-October) \$1,000.00

Off-Sale Liquor License \$ 100.00

On-Sale Sunday Liquor License \$ 200.00

*Office use only:*

RBA 2012- 1037

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Renewal Application for Set-Up License for Marsh Lake Hunting Preserve, Inc.**

Primary Originating Division/Dept:

Meeting

Date:

Contact:  Title:

Item Type:

Consent

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Shawn Eastman manager of Marsh Lake Hunting Preserve Inc. has applied for renewal of their Set-Up License, 2012-2013 season. Marsh Lake Hunting Preserve Inc. is located at 5785 Hunters Road Chaska, MN 55318. There are no delinquent real estate taxes on this property.

**ACTION REQUESTED:**

Approval of the Request for Renewal of the Set-Up License for Marsh Lake Hunting Preserve Inc.

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

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

**Related Financial/FTE Comments:**

License Fee: Liquor License Set-Up Fee \$100.00

*Office use only:*

RBA 2012- 1045

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of Donations for Carver County 2012 Health & Safety Fair**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="3/6/2012"/>
Contact: <input type="text" value="Kathy Paulsen"/> Title: <input type="text" value="Wellness Program 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:**

The Health Break Team and the Safety Committee are organizing and sponsoring a Health & Safety Fair for all County employees on Thursday, March 15, 2012 from 10 AM – 2 PM. This event occurs every 2 years. The purpose of the Fair is to assist employees in improving work practices to avoid accidents and injuries and to encourage awareness of and participation in healthy lifestyle and wellness activities.

The Fair includes displays and informational booths from a variety of vendors and agencies who offer skills and services consistent with the purpose of the Fair. Several of the vendors and organizations provide small tokens to those who visit their booth and some donate larger prizes that are awarded by a drawing of employee names. A list of vendors and the token items or prizes they intend to donate to employees is attached.

**ACTION REQUESTED:**

Motion to accept donations for the 2012 Carver County Health & Safety Fair.

<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:  
 The fair is March 15, and this is the last Board meeting before the event to accept donations.

*Office use only:*

RBA 2012- 1041



Vendor	Donation	Estimated Value
Sand Creek	Fleece Polo	\$45
Health Source Chiropractic & Progressive Rehab of Chaska	Healthice, multivitamin, hot/cold pack	\$40
Pampered Chef – Tammy DeVos	Gift Certificate	\$25
Sacred Health Family Chiropractic	One 30 minute massage	\$35
Victoria Recreation Center	50 Free day passes @ \$5/pass	\$250
Chaska Family Chiropractic	One 30 minute massage	\$39
Encore Day Services	Healthy oatmeal bars	\$15
Miscellaneous other token gifts that may be received and are valued at less than \$5 each.		
TOTAL		\$449
2/28/2012		

# Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Joint Powers Agreement - Carver County and Scott County iSeries Consolidation**

Primary Originating Division/Dept: Administrative Services - IT

Meeting

Date: 3/6/2012

Contact: Rhonda Lynch Title: 12-03.6

Item Type:

Regular Session

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

Strategic Initiative:

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

**BACKGROUND/JUSTIFICATION:**

This is a request for County Board Chair signature on a Joint Powers Agreement with Scott County outlining operational responsibilities for the recent AS400 iSeries Consolidation. The iSeries consolidation purchase and installation was approved by the county board in September 2011 at a cost of \$63,464.80.

This project is made possible with the direct fiber connects between Carver and Scott County.

Collectively, the two counties consolidated four iSeries boxes to two. This consolidation provides each county with disaster recovery services, while retaining our respective in-house production platforms and leverages the direct fiber connection between each County's data centers.

The iSeries is used to host various solutions for county divisions that include; Assessor CAMA, Finance Payroll, Public Health PHDOC, Records Land Records, and , a few other small miscellaneous software applications.

#### Benefits and Key Value Points of iSeries Consolidation

##### Both Counties:

- Consolidated, standardized iSeries platform running matching operating systems and software.
- Identical replicating software used by both counties for Disaster Recovery (DR) operations.
- Single vendor for ongoing maintenance and applications support.
- Frees up in-house resources at both counties for other network support activities.
- Leverages the direct fiber connection for DR operations provided by each County.
- Increase collaboration in technical service delivery and support across both Counties.

##### Scott County:

- > Cost reduction in licensing and lower cost provider for outsourced support services.
- > Current and timely security patches and fixes to software, operating systems.
- > Reduced footprint of hardware at the Jordan DR site, lowering cost for HVAC & power.

##### Carver County:

- > Backup routines for Carver County to be performed by Scott County.

##### Cost Savings:

> ***The iSeries consolidation using the fiber connection allowed each county to purchase one iSeries rather than two. In effect, both Counties will be able to buy two iSeries for the price of one. Not purchasing a second iSeries saves Carver County \$63,465.***

> Three Year Maintenance Savings of \$1,443 for Carver County which had more current equipment and software releases than Scott County.

> Three Year Maintenance Savings of \$69,761 for Scott County which had equipment that was several revisions older than Carver County.

Financial Impact: \$63,484.80 approved as part of 2011 budget, invoiced and paid in February 2012 as an accrual against the 2011 IT Department budget.

#### **ACTION REQUESTED:**

Motion to approve the Joint Powers Agreement between Carver County and Scott County for operational and disaster recovery responsibilities as outlined in the Joint Powers Agreement.

**FISCAL IMPACT:** Other

If "Other", specify: \$63,464.80 Accrual from 2011 budget

**FUNDING**

<b>FTE IMPACT:</b> <input type="text" value="None"/>	<b>County Dollars =</b>	<b>\$63,464.80</b>
	<b>Total</b>	<b>\$63,464.80</b>
<b>Related Financial/FTE Comments:</b>		
<input type="text"/>		

*Office use only:*

RBA 2012- 1050

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Microsoft Enterprise Agreement - Countywide Microsoft Licensing Agreement**

Primary Originating Division/Dept:

Meeting  
Date:

Contact:  Title:

Item Type:

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:**

Renewal of Microsoft Enterprise Licensing Agreement beginning 1/2012 ending 12/2017. Total cost for 6 year contract is \$1,436,438.48. (annual cost is \$239,406.41). This renewal Microsoft Enterprise Licensing agreement includes both desktop and data center software and data center technology software utility tool licensing. The Enterprise License Agreement includes all standard annual software license requirements, upgrades, patches, and, fixes.

In an attempt to work collaboratively and reduce the cost of licensing the Metro IT Directors met with a Microsoft Representative to discuss a joint purchase option. At this time Microsoft does not offer reduced pricing for joint purchases. However, if that situation would change during the life of our contract with Microsoft, our contract will be prorated to reflect any savings.

The Microsoft Enterprise License Agreement has been reviewed and approved by the County Attorney Office and Risk Management. Detailed Licenses are;

Office Applications Licenses	625
Windows Client Licenses	625
Servers Licenses	130
CAL Licenses (client licenses)	1,293

The annual financial obligation is part of Information Technology recurring annual operations budget.

**ACTION REQUESTED:**

Motion to have Board Chair sign the 6 year Microsoft Software Enterprise License Agreement in the amount of \$1,436,438.48 which covers the years 01/2012 through 12/2017.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 1044