

Carver County Leaders Meeting
October 2, 2012 – 7:30 a.m.
EOC/Training Room



Carver County Board of Commissioners
October 2, 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)
2. Agenda review and adoption
3. Approve minutes of September 25, 2012 Regular Session 1-2
4. Community Announcements
- 9:00 a.m. 5. **CONSENT AGENDA**
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.1 Sheriff's Office donation 3
- 5.2 Renewal application for on-sale and Sunday liquor license for Blue Bell Enterprises, Inc. d/b/a Lancer Catering at the Waconia Event Center 4
- GROWTH: Manage the challenges and opportunities resulting from growth and development*
- 5.3 Professional services contract – snow removal – Kusske Construction 5
- 5.4 Todd Mesenbring-home occupation in detached structure (PH/E) 6-9
- Finances: Improve the County's financial health and economic profile*
- 5.5 Community Social Service Warrants NO ATT
- 5.6 Commissioners' Warrants NO ATT
- 9:10 a.m. ADJOURN REGULAR SESSION

Work Session Agenda

- 9:10 a.m. **A. GROWTH: Manage the challenges and opportunity resulting from growth and development**
1. Miscellaneous Public Works Updates 10

10:15 a.m.

BOARD REPORTS

1. Chair
2. Board Members
3. Administrator
4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

October 9, 2012	9:00 a.m. Board Work Session
October 10, 2012	3:00 p.m. Mayer Recycling Site Grand Opening
October 16, 2012	4:00 p.m. Board Meeting
October 23, 2012	9:00 a.m. Board Meeting
October 30, 2012	No Meeting
November 6, 2012	No Meeting
November 13, 2012	9:00 a.m. Board Work Session

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on September 25, 2012. Chair James Ische convened the session at 9:01 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 September 18, 2012, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Approved request of a one to four day temporary on-sale liquor license for Augusta Ball Club for their October 6, 2012, event.

Approved request for renewal of on-sale and Sunday liquor license for B's on the River.

Approved request for renewal of on-sale and Sunday liquor license for Timber Creek Golf Course.

Approved increasing part-time Social Worker II position in the Child & Family Department an additional .2 FTE and decreasing a 1.0 FTE Social Worker in the Home Community Based Care Department from 1.0 FTE to .9 FTE for an educational leave of absence without pay until May 2014 and increasing a .8 FTE Social Worker to .9 FTE on a temporary basis until May 2014.

Authorized the issuance of a Certificate of Zoning Compliance for the September 29, 2012, St. Peter Lutheran Church Old Fashioned Country Picnic Benefit.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Doris Krogman, Employee Relations, requested the Board approve personnel policy revisions related to the areas of performance evaluations, compensation and the phase retirement option.

Krogman identified the Task Force members that worked on the performance management system. She reviewed the purpose of the performance evaluations and pointed out a nonbargaining employee's evaluation will provide an overall rating for a salary increase. Krogman indicated 100% of the employees will be evaluated annually and evaluations will be based on quality, quantity, reliability and timeliness.

She highlighted the responsibilities of Employee Relations, Division Directors, supervisors and the employee's role in the process. Krogman reviewed ratings and compensation policy changes.

Krogman explained the phase retirement option. She stated this would allow an employee to stay on in a limited capacity even though retired under PERA. Krogman indicated the County was under no obligation to grant the request.

Dave Hemze, County Administrator, recognized pay for performance would be big change for the organization. He stated they would be looking for this system to evolve in the future and wanted to build a system that encourages good performance.

Degler moved, Maluchnik seconded, to approve the Personnel Policy revision as outlined related to performance evaluations, compensation and phased retirement. Motion carried unanimously.

Chair Ische noted that after they adjourned today the Board would be going on a tour of the County parks and the County Road 11 road project.

Lynch moved, Degler seconded, to adjourn the Regular Session at 9:31 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:

Donation

Primary Originating Division/Dept: Sheriff

Meeting

Date: 10/2/2012

Contact: Leslie Michel Title: Admn Svcs Manager

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:

Donation of \$100.00 from RMG Refer a Friend Program - Karl Bitschenauer to use at the Sheriff's Discretion.

ACTION REQUESTED:

Approve donation.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Related Financial/FTE Comments:

\$100.00 to 02-201-000-0000-5756

Office use only:

RBA 2012- 1372

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Renewal Application for On-Sale and Sunday Liquor License for Blue Bell Enterprises Inc. dba Lancer Catering at the Waconia Event Center

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="10/2/2012"/> Item Type: Consent <input type="text"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	

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

BACKGROUND/JUSTIFICATION:

Stephen Craver, Treasurer of Blue Bell Enterprises, Inc. dba Lancer Catering at Waconia Event Center has applied for renewal of the On-Sale and Sunday Liquor License. The Waconia Event Center is located at 8155 Paradise Lane, Waconia, MN 55387. There are no delinquent real estate taxes on this property.

ACTION REQUESTED:

Approval of the request for renewal of On-Sale and Sunday Liquor License for Blue Bell Enterprises Inc. dba Lancer Catering at the Waconia Event Center.

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

Related Financial/FTE Comments:
 The License fee for Blue Bell Enterprises Inc. is as follows:

 On-Sale Liquor License \$2,000.00

 Sunday Liquor License \$200.00

Office use only:

RBA 2012- 1374

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Contract - Snow Removal - Kusske Construction

Primary Originating Division/Dept: <input type="text" value="Administrative Services - Facilities"/>	Meeting Date: <input type="text" value="10/2/2012"/>
Contact: <input type="text" value="Kevin Maas"/> Title: <input type="text" value="Facilities 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 type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

Facilities solicited quotes from local Excavators for a three season snow removal contract. Three Carver County based companies and two others provided quotes based upon hourly rates. The five year average costs per snow season is \$20,000 for all County properties. PWHQ and the PW Outbuildings are completed by Public Works. This contract covers Waconia, Government Center, ERMC, and both Taxpayer Services (license) facilities. One third of the Chanhassen removal is a bill back to ISD 112 as a Tenant.

Request for proposals were solicited and listed on the County Web Page. Specifications requested that the contractors estimate a 2 to 4 inch snowfall and estimate labor and equipment required to clear the snow for each property. Based on those specifications, the following quotes received: Kusske \$1,235; Olson \$2,045; Molnau \$2,480; Relikor \$3,090 and Lawn Ranger \$3,790.

With Kusske having a long-standing understanding of our needs and an association with the City of Chaska for hauling/dumping snow; the quotes are appropriate and appear to follow market equipment rates and time spent. The total amount proposed should cover three hard winters with more than average snows.

ACTION REQUESTED:

Staff recommend approval of the Three Year, through May 31, 2015 Snow Removal Contract with Kusske Construction.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$80,000.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$80,000.00"/>

Related Financial/FTE Comments:

Season years get split between fiscal/annual budgets.

Office use only:

RBA 2012- 1373

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Todd Mesenbring - Home Occupation in detached structure (PH/E)

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Land Mgmt."/>	Meeting Date: <input type="text" value="10/2/2012"/> Item Type: Consent <input type="text"/>
Contact: <input type="text" value="Steve Just"/> Title: <input type="text" value="Dept. Manager"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

File #PZ20120034. The Planning Commission recommended approval of Todd Mesenbring's request for an Interim Use Permit (IUP) for a light to medium diesel repair business in an existing accessory structure. The repair shop would be considered a Home Occupation involving no more than 1 business truck and 1 employee. The equipment he would service would generally be tractors and skid loaders. There are no neighboring residences within 1,000 feet of the operation, and once the business is fulltime there would likely be no diesel repair activities occurring after 5:00 p.m. or on weekends. The applicant has requested authorization to add an approximate 10 foot to 16 foot lean-to onto the easterly side of the building (i.e. up to 960 sq. ft.). The Benton Town Board has also recommended approval.

ACTION REQUESTED:

A motion to adopt findings of fact and issue Order #PZ20120034 for the issuance of an Interim Use Permit.

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

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1370

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20120034

RESOLUTION #: 12-09

WHEREAS, the following application for an Interim Use Permit has been submitted and accepted:

FILE #: PZ20120034

OWNER/APPLICANT: Todd Mesenbring

SITE ADDRESS: 11790 Co. Rd. 153

PERMIT TYPE: Interim Use, Home Occupation in Detached Structure

PURSUANT TO: Carver County Code: Section 152.081 & 152.082

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 01-003-0310

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of September 18, 2012; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Todd Mesenbring owns a 4.08 acre parcel located in the Southwest Quarter (SW1/4) of Section 3 of Benton Township. The property is improved with a house/garage and a 40' x 60' accessory structure, which was permitted in 2006 by Conditional Use Permit (CUP) #PZ20060024. The property is located in the Agriculture Zoning District, Carver County WMO and the Shoreland Overlay District (Winkler Lake).
2. The applicant is requesting an Interim Use Permit (IUP) allowing for a light to medium diesel repair business in the existing accessory structure. The IUP would be classified as a Home Occupation in a detached structure, pursuant to Sections 152.073(C) and 152.082(C)(4) of the Carver County Zoning Code.
3. A Home Occupation is typically limited to the single family residence and the attached garage. However, as an IUP an accessory structure may be utilized as the base for business activities. The applicant has submitted an operational plan outlining the proposal for a diesel repair shop for small to medium sized tractors and equipment. He has stated that there is a potential for expansion into a fulltime repair shop (Home Occupation), which would be open Monday – Friday from 8:00 a.m. to 5:00 p.m. Initially, he would operate on a part time basis, which would include early evenings and weekends to supplement his fulltime job in Waconia. The Planning Commission directed Mr. Mesenbring to update his operational plan for the record to reflect the differences between the part time and fulltime business hours and days of operation.
4. The operation meets the standards of the Zoning Code. It would be a Home Occupation that would involve no more than one truck and one employee (occasional helper). There are no neighboring residences within 1,000 feet of the operation, and once the business is fulltime there would likely be no diesel repair activities occurring after 5:00 p.m. or on weekends. The applicant has requested authorization to add an approximate 10 foot to 16 foot lean-to onto the easterly side of the building (i.e. up to 960 sq. ft.), if additional storage space is needed in the future.
5. There would be no outside storage of business equipment or supplies. The customer parking area would be on the southerly side of the building and the applicant is proposing tree plantings to provide landscaping and screening. Generally, customer vehicles or equipment would be parked inside the building; however, an item may need to sit outside for up to seven to ten days on occasion.

6. Metro West Inspection Services (Building Official) has reviewed the operational plan. The applicant will either need to submit an acceptable management plan for the existing holding tank for the shop, or obtain a building permit for the installation of a separate flammable waste trap for the floor drain waste.
7. Environmental Services has reviewed the operational plan. A Hazardous Waste Generator's License will be required for the business due to the types of waste, fluids, and materials managed on-site.
8. Public Works has reviewed the applicant's location on Co. Rd 153 and will not be requiring any improvements to the access based on the anticipated minimal change in traffic.
9. The SSTS (septic system) on the property have been inspected by Jim's Excavating, and a Certificate of Compliance was issued on September 14, 2012, which satisfies the Shoreland Overlay District requirement.
10. The Carver County Zoning Code requires a date or event which will terminate the use to be identified for an IUP. In this case the IUP would be specific to Todd Mesenbring and it would terminate at such time that he sells the property or when he no longer operates the repair shop. Once the IUP expires, the conditions of CUP #PZ20060024 would prevail.
11. The Benton Town Board reviewed the request at their June 14, 2012 meeting and has recommended approval.

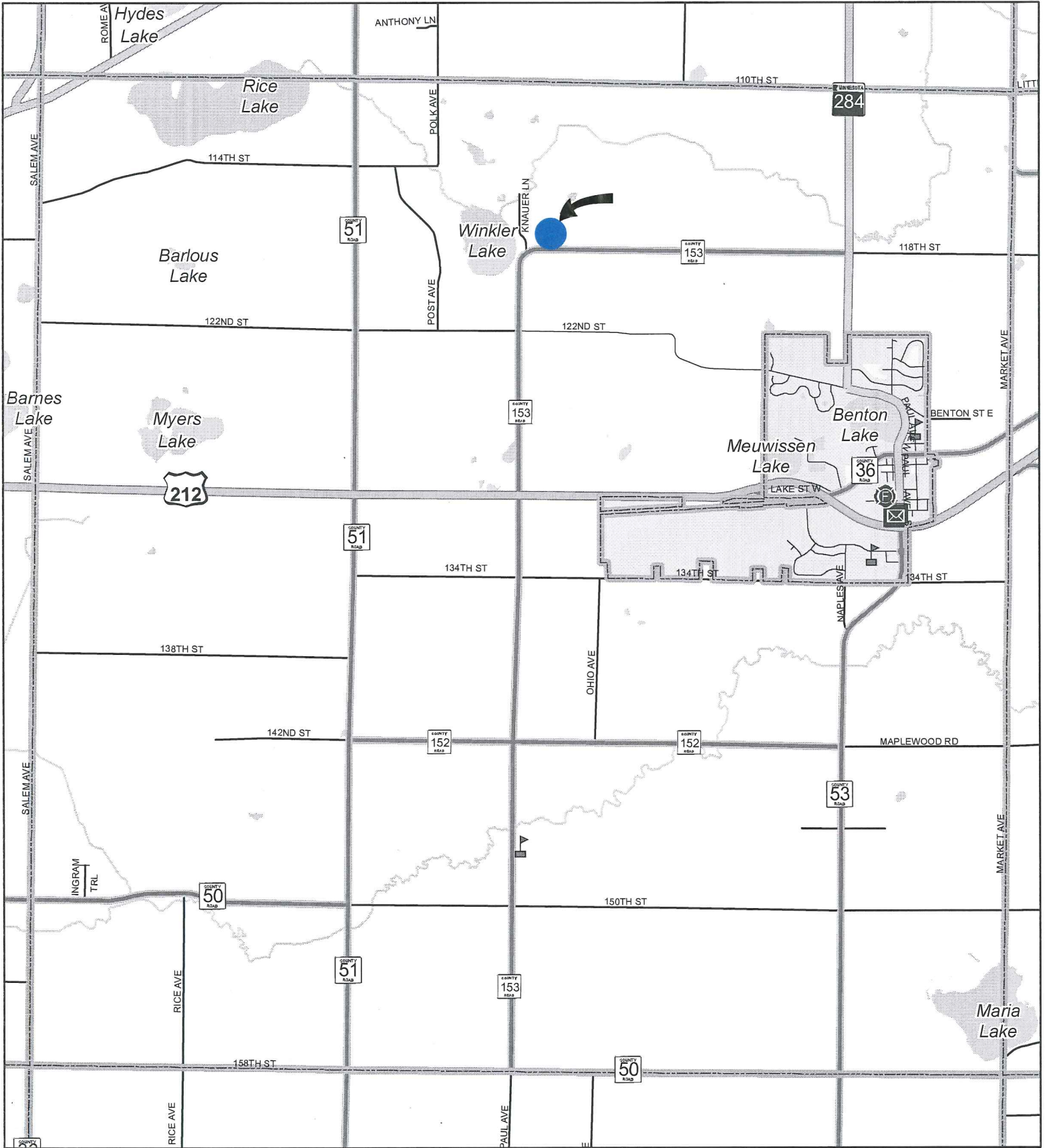
THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the issuance of the subject permit on the land described in Exhibit "A" of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

1. The permit is subject to administrative review. The Interim Use Permit (IUP) is issued to Todd Mesenbring and it is not transferable to another person/owner/occupant. A change in ownership or occupant(s) of the residence shall be cause for the permit to expire. Upon expiration of this permit, the conditions of CUP #PZ20060024 shall prevail.
2. The approved operational plan and site plan shall be considered part of the permit. A maximum of one (1) business vehicle and one (1) employee reporting to the site shall be permitted. The trees shall be planted substantially in accordance with the approved site plan by May 31, 2013.
3. Permittee shall obtain an appropriate building permit(s) prior to any expansion of the accessory structure, which shall not exceed a total area of 3,360 sq. ft. (i.e. up to a 960 sq. ft. addition). An acceptable management plan must be submitted by a licensed SSTS contractor for the existing holding tank for the shop, or Permittee shall obtain a building permit for the installation of a separate flammable waste trap for the floor drain waste, as determined by the County's Building Official.
4. Permittee shall contact the Environmental Services (E.S.) Department to obtain a Hazardous Waste Generator's License for the business prior to commencing operations.
5. Permittee shall submit a Certificate of Workers' Compensation Insurance and/or proper affidavit to the Land Management Department.

ADOPTED by the Carver County Planning Commission this 18th day of September, 2012.

John P. Fahey
Planning Commission Vice-Chair

BENTON 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.



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Miscellaneous Public Works Updates

Primary Originating Division/Dept:

Meeting

Date:

Item Type:

Contact: Title:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Staff will update the County Board on two items:

1. Potential 2013 Metropolitan Council CIP request for state bonding for Parks and Trails.
2. Road and Bridge Cost Share Policy Update.

ACTION REQUESTED:

N/A

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1375