



Carver County Board of Commissioners  
 June 7, 2011  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

- |            |    |  |     |
|------------|----|--|-----|
| 9:15 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 May 24, 2011 Regular Session .....  | 1-2 |
|            | 4. | Community Announcements  |     |
| 9:15 a.m.  | 5. | <p><b>CONSENT AGENDA</b></p> <p><i>Communities: Create and maintain safe, healthy and livable communities</i></p> <p>5.1 Carver County Project No. 1114 – furnishing bituminous material ..... 3-5</p> <p><i>Growth: Manage the challenges and opportunities resulting from growth and development</i></p> <p>5.2 Award contract for purchase of wetland credits for highway projects ..... 6-8</p> <p><i>Finances: Improve the County's financial health and economic profile</i></p> <p>5.3 Abatements/additions ..... 9-10</p> <p>5.4 Community Social Services warrants ..... NO ATT</p> <p>5.5 Commissioners' warrants..... SEE ATT</p> |     |
| 9:15 a.m.  | 6. | <p><b>GROWTH: MANAGE THE CHALLENGES AND OPPORTUNITIES RESULTING FROM GROWTH AND DEVELOPMENT</b></p> <p>6.1 Public hearing – Carver County Stormwater Pollution Prevention Program..... 11-17</p>   |     |
| 9:35 a.m.  | 7. | <p><b>CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals</b></p> <p>7.1 2011 Early retirement program recommendation ..... 18-21</p>  |     |
| 10:00 a.m. |    | ADJOURN REGULAR SESSION  |     |
| 10:00 a.m. |    | <p><b>BOARD REPORTS</b></p> <ul style="list-style-type: none"> <li>1. Chair</li> <li>2. Board Members</li> <li>3. Administrator</li> <li>4. Adjourn</li> </ul>   |     |

## UPCOMING MEETINGS

June 14, 2011	9:15 a.m. Work Session
June 20, 2011	5:00 p.m. Board of Equalization
June 21, 2011	4:00 p.m. Board Meeting
June 28, 2011	9:15 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on May 24, 2011. Chair Randy Maluchnik convened the session at 9:16 a.m.

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

Members absent: None.

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

Lynch moved, Workman seconded, to approve the minutes of the May 17, 2011, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Approved a drainage easement agreement with David Brockpahler and authorized the Chair and Administrator to sign the agreement pending approval by the County Attorney.

Approved amendment #7 to the CSAH 18 professional services agreement with SRF Consulting Group and authorized the Chair and Administrator to sign the amendment.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Ken Carlson, Emergency Management, requested approval of a contract for the simulcast fire paging project. He explained the City of Cologne received a grant, on behalf of the cities in Carver County, to upgrade their paging system and improve system performance. He pointed out the local match required and the Board's approval to fund a portion of the project. Carlson stated the fire chiefs requested equipment only and, as the project requires technical assistance, suggested they hire a technical expert to oversee the project.

He indicated they received two bids from technical consultants and the lower bidder had a significant amount of experience with this same project. Carlson reviewed the work to be performed by the consultant.

Ische moved, Degler seconded, to approve contract with PSC Alliances, Inc. for consulting on the simulcast fire paging project and related budget amendment. Motion carried unanimously.

Steve Taylor, Administrative Services, requested approval to construct a receiving area canopy at the Carver County Environmental Center. He noted the significant increase in participation since 2002 and the previous work session held to review the construction and cost.

Kevin Maas, Facility Services, explained Amcon was hired to complete the design drawings and went forward to obtain bids and quotes. He stated they were recommending the alternate of galvanizing steel for the facility. Maas indicated they were requesting a \$123,069 construction budget. Funding for the project would come from the solid waste service fee reserve funds.

Ische moved, Workman seconded, to approve a construction budget of \$123,069 to construct the canopy through a construction management contract with Amcon CM, LLC and authorize the County Administrator to execute all contracts on behalf of the Board including the steel division which is greater than \$25,000. Motion carried unanimously.

Lyndon Robjent, Public Works, requested the Board adopt a Resolution to submit a grant application for 2011 Transportation, Community and System Preservation Program funding for TH 212 improvements. He noted 212 had received funding from this program previously. He highlighted the vision for 212 in the western part of Carver County. Robjent stated the County has continued to advocate for improvements and is following a three stage approach.

He explained progress on 212 to date and indicated funding has come in stages over the years. Robjent identified work to be done and funding previously received. He stated the two million grant request would require a County match.

Degler offered the following Resolution, seconded by Ische:

Resolution #35-11  
Funding US 212 Improvements

On vote taken, all voted aye.

With summer approaching, Sheriff Olson cautioned the public to be careful with more kids being out on bikes and encouraged people to take valuables out of their cars. He encouraged parents to take a look at what kids are doing and playing with and pointed out an air gun that shoots a projectile is prohibited within city limits. He also clarified when residents should be concerned about solicitors and that most cities have solicitors' ordinances.

Lynch moved, Degler seconded, to adjourn the Regular Session at 10:20 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:**

**Carver County Project No. 1114 - Furnishing Bituminous Material**

Primary Originating Division/Dept: <u>Public Works - Highway Maintenance</u>	Meeting Date: <u>6/7/2011</u>
Contact: <u>Michael Legg</u> Title: _____	Item Type: <u>Consent</u>
Amount of Time Requested: _____ minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: _____ Title: _____	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Seal coating is done on roads to seal the road surface and restrict water from seeping into the roadbed and subgrade. Seal coating prolongs the life and condition of the bituminous surface. County Highway Maintenance forces complete the seal coating project using County equipment. This bituminous material is to be used for seal coating roads. The 2011 seal coating program includes seal coating approximately 12 miles of county roadways. The abstract of bids and a location map for this project are attached.

**ACTION REQUESTED:**

Motion to award a contract to Henry G. Meigs, LLC in the amount of \$141,506.29 for the supply of bituminous material for the 2011 county highway seal coating program.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:* \_\_\_\_\_

**FUNDING**

County Dollars =	<b>\$141,506.29</b>
_____	_____
<b>Total</b>	<b>\$141,506.29</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

*Office use only:*  
RBA 2011- 595

CARVER COUNTY - ABSTRACT OF BIDS

PROJECT NO. 1114

**FURNISHING BITUMINOUS MATERIAL**

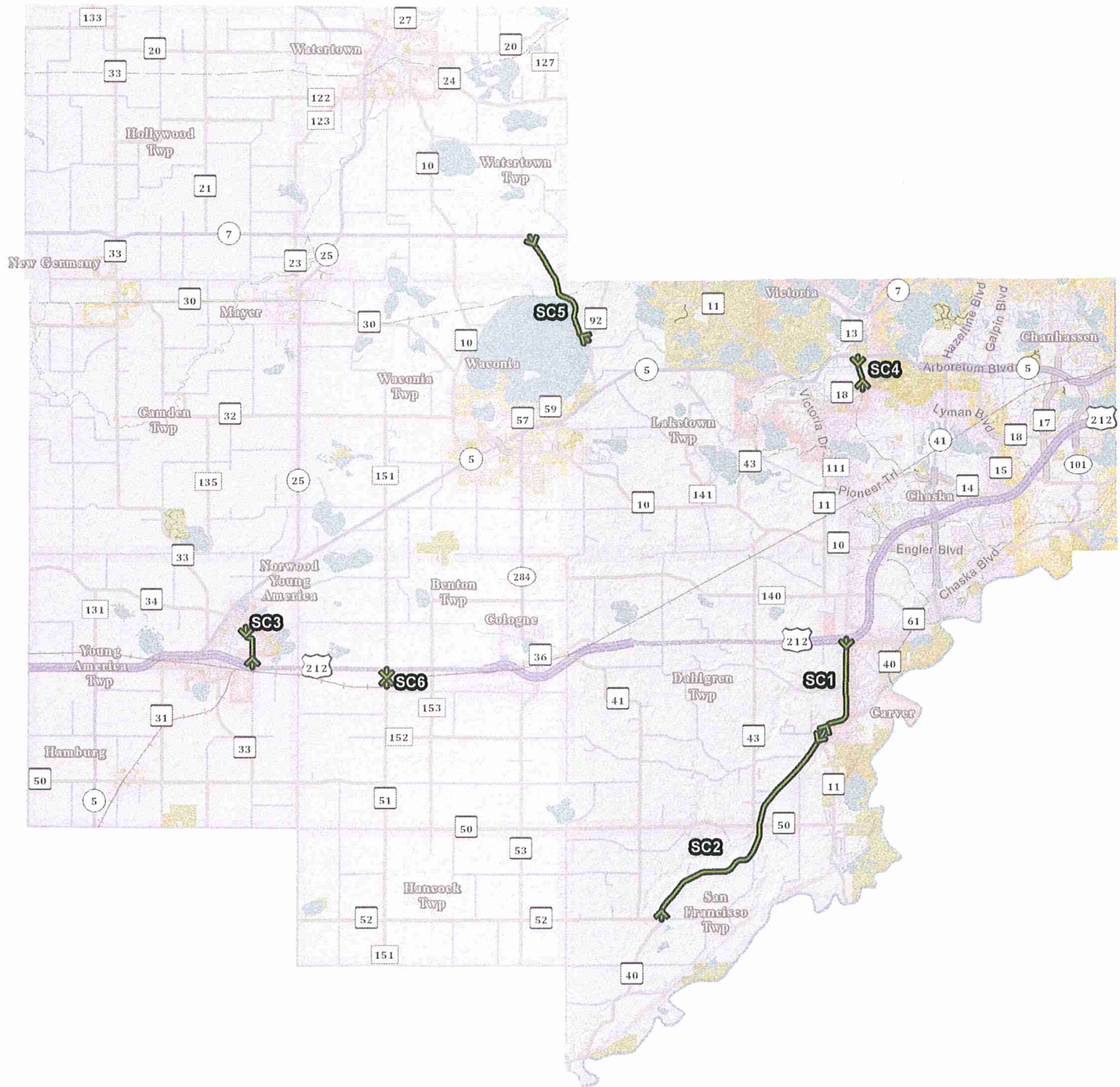
Letting Date: Mon., May 16, 2011

PWCR#2 / 2:30 PM

Item Description	Approx. Quan.	Engineer's Estimate		Flint Hill Resources 12101 Yosemite Ave. S. Savage, MN 55378		Henry G. Meigs, LLC 1220 Superior Street Portage, WI 53901	
<b>High Float Emulsion/Ton</b>	305.00	\$420.0000	\$128,100.00	\$420.0000	\$128,100.00	\$408.1700	\$124,491.85
Freight Charge	305.00	\$28.0000	\$8,540.00	\$22.5000	\$6,862.50	\$25.9400	\$7,911.70
6.875% Sales Tax			\$9,394.00		\$9,278.67		\$9,102.74
<b>TOTAL BID</b>		<b>\$146,034.00</b>		<b>\$144,241.17</b>		<b>\$141,506.29</b>	
Proposal Guaranty (5%)				yes		yes	

Recommend Award To: Henry G. Meigs, LLC

Awarded To:



# Carver County Board of Commissioners Request for Board Action



## Agenda Item:

### Award Contract for Purchase of Wetland Credits for Highway Projects

Primary Originating Division/Dept: Public Works - Engineering

Meeting Date: 6/7/2011

Contact: Scott A. Smith

Title: \_\_\_\_\_

Item Type: Consent

Amount of Time Requested: \_\_\_\_\_ minutes

Attachments:  Yes  No

Presenter: \_\_\_\_\_

Title: \_\_\_\_\_

Strategic Initiative:

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

## BACKGROUND/JUSTIFICATION:

Public Works has requested bids to purchase wetland credits for highway projects. Any time a wetland is impacted with highway construction, mitigation is required. Wetlands can be created on site with the highway project or can be purchased from private parties or other agencies. If purchased, the wetland mitigation has to occur in the same county as the impacted wetland if possible, other wise in the same major watershed as the impacted wetland if none are available in the county. Public Works has known mitigation needs for the following two projects and will have needs into the future:

1. Trunk Highway 5 and County Road 30/92 Realignment. This project that was completed in 2006 required 13.78 acres of wetland mitigation. Carver County was the lead agency for the project, was the permit applicant for the project and responsible for wetland mitigation. The initial plan was to construct wetlands on site. It was determined that some of these did not establish properly and some did not get constructed due to conditions at the time of construction. The Board of Water and Soil Resources (BWSR) has determined that 8.85 acres of wetland mitigation remains to be done for the project. The State will provide 1.87 acres, 1.30 acres will come from the created wetland at Public Works Headquarters and 5.68 acres needs to be purchased.
2. County Road 11 realignment/reconstruction. This project will be constructed in 2012 and will need wetland mitigation. The amount of mitigation has not been finalized but the remaining 1.9045 acres available from this purchase after the TH5/CSAH 30 needs will be more than adequate. Any remaining credits can be used for future projects.

An advertisement of bids went out to property owners who have wetland banks that satisfy the mitigation criteria. An abstract of the bids received is attached. The intent is to obtain wetland credits at a competitive bid and volume price rather than purchase credits on a project by project basis. Any excess credits not used for the identified projects will be in a Carver County wetland bank for use as the need arises.

Paul Nesvold & Silas Teschfor submitted the low bid at \$20,000.00 per wetland credit. They have a total of 7.5845 credits for a purchase price of \$151,690.00.

## ACTION REQUESTED:

Motion to award a contract to Paul Nesvold & Silas Teschfor for the purchase of 7.5845 acres of wetland credits at a cost of \$151,690.00 and authorize the County Board Chair and Administrator to sign the agreement subject to approval by the County Attorney as to form.

**FISCAL IMPACT:** Included in current budget



If "Other", specify:

**FUNDING**

County Dollars =

**\$151,690.00**

**Total**

**\$151,690.00**

**FTE IMPACT:** None

Related Financial/FTE Comments:

Office use only:  
RBA 2011- 614

Bid Opening for Wetland Credits: April 27, 2011 at 2:30 PM									
Line No.	Planholder	Address	City, State, Zip	Wetland Credits			Unit Bid Amount Per Credit	Total Amount	
								Min	Max
1	Paul Nesvold & Silas Tesch	3995 Quaas Ave.	Watertown, MN 55388	0	to	7.5845	\$ 20,000.00	\$ -	\$ 151,690.00
	BWSR Acct # 1048	CBSA 7#							\$ 151,690.00
	WS 19-S Fork Crow								
	Carver Co.					5.377	\$ 20,000.00		\$ 107,540.00
	Credit Type SWC								
	COE Approved								
	CBSA #7								
2	Terry Dean	905 Cleveland Ave. SW	Hutchinson, MN 55350	0	to	5	\$ 20,000.00	\$ -	\$ 100,000.00
	BWSR Acct # 1362			> 5	to	10	\$ 25,000.00		\$ 125,000.00
	WS 19-S Fork Crow								\$ 225,000.00
	Meeker Co.								
	Credit Type SWC					5	\$ 20,000.00		\$ 100,000.00
	COE Approved					0.377	\$ 25,000.00		\$ 9,425.00
	CBSA #7					5.377			\$ 109,425.00
3	Elroy Knauer	11400 Knauer Ln.	Cologne, MN 55322	0	to	1.5516	\$ 38,000.00	\$ -	\$ 58,960.80
	BWSR Acct # 1115	BWSR Acct # 1392	Sec. 4 Benton Twp = 0.8248 Credits						\$ 58,960.80
	WS 33-Minnesota (Shakopee)	WS 33-Minnesota (Shakopee)	Sec. 3, Benton Twp = 0.7268 Credits						
	Carver Co.	Carver Co.							
	Credit Type SWC	Credit Type SWC							
	COE Approved	Not COE Approved on BWSR							
	CBSA #9	CBSA #9							
4	Jeff Richards	3635 James Ave.	Wayzata, MN 55391	0	to	10	\$ 33,000.00	\$ -	\$ 330,000.00
	BWSR Acct. # 1375								\$ 330,000.00
	WS 19-S Fork Crow	TH 7: R25,S23							
	Carver Co.	E 1/2 of the NW 1/4				5.377	\$ 33,000.00		\$ 177,441.00
	Credit Type SWC								
	COE Approved								
	CBSA #7								
5	Craig Hanson	3636 Quc. 1 Rd NE	Sauk Rapids, MN 56379						
	BWSR Acct. # 1287	Unit Bid per SF							
	WS 15-Mississippi (Sartell)	\$ 0.50		0	to	1	\$ 21,780.00	\$ -	\$ 21,780.00
	Benton County	\$ 0.45		1.1	to	2	\$ 19,602.00	\$ 21,562.20	\$ 39,204.00
	Credit Type SWC	\$ 0.40		2.1	to	4	\$ 17,424.00	\$ 36,590.40	\$ 69,696.00
	COE Approved	\$ 0.38		4.1	to	6	\$ 16,552.80	\$ 67,866.48	\$ 99,316.80
	CBSA #7	\$ 0.38		6	to	10	\$ 16,552.80	\$ 99,316.80	\$ 165,528.00
	All Credits in Same Location	\$ 0.38				5.377	\$ 16,552.80		\$ 89,004.41

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Abatements/Additions**

Primary Originating Division/Dept: <u>PRTS - Property Taxation</u>	Meeting Date: <u>6/7/2011</u>
Contact: <u>Teri Spencer</u> Title: _____	Item Type: <u>Consent</u>
Amount of Time Requested: _____ minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: _____ Title: _____	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Abatements requested by taxpayers. See attached listing.

**ACTION REQUESTED:**

Recommend to approve.

**FISCAL IMPACT: Other**

*If "Other", specify: Not Budgeted*

**FTE IMPACT: None**

**FUNDING**

County Dollars =	<b>(\$1,104.71)</b>
Other	(\$2,325.29)
<b>Total</b>	<b>(\$3,430.00)</b>

**Related Financial/FTE Comments:**

*Office use only:*  
RBA 2011- 596



Property Records & Taxpayer Services Division  
 Government Center - Administration Building  
 600 East 4th Street  
 Chaska, MN 55318-2102

Laurie Engelen, Taxpayer Services Manager  
 Phone: (952) 361-1907  
 Email: lengelen@co.carver.mn.us

Angela Johnson, Carver County Assessor  
 Phone: (952) 361-1961  
 Email: ajohnson@co.carver.mn.us

**Abatements presented to the  
 Carver County Board of Commissioners  
 June 7, 2011**

**Abatement approval is recommended by the Carver County Assessor & Taxpayer Services Manager  
 on the following properties for the reasons listed.**

Payable Year	Parcel Number	Name	Reason for Abatement	Original Tax Amount	Adjusted Tax Amount	County Dollars Abated	Total Amount of Adjustment
2011	30-951-0484	Andrea Gay	Homestead	92.00	72.00	-7.24	-20.00
2011	30-951-0155	Cindy Stavrum	Homestead	70.00	56.00	-5.50	-14.00
2011	30-951-0395	Cam Schmidt	Homestead	420.00	300.00	-45.46	-120.00
2011	30-951-0344	Thomas Asper	Homestead	154.00	116.00	-13.49	-38.00
2011	55-005-1500	David & Linda Lemmerman	Homestead	2,582.00	2,308.00	-81.98	-274.00
2011	30-678-0080	Marilyn Lambertson	Homestead	1,560.00	1,292.00	-100.29	-268.00
2011	75-297-0010	Brad Leivermann	Classification Change	3,744.00	3,370.00	-115.04	-374.00
2011	30-952-0576	John Bray & Sonja Judd	Homestead/Overvalued	920.00	574.00	-123.16	-346.00
2009	25-861-0070	Don & Suzanne Roper	Fire Disaster	4,128.00	3,879.00	-76.14	-249.00
2010	25-861-0070	Don & Suzanne Roper	Fire Disaster	4,128.00	2,401.00	-536.41	-1,727.00
<b>Grand Total</b>				<b>\$17,798.00</b>	<b>\$14,368.00</b>	<b>-\$1,104.71</b>	<b>-\$3,430.00</b>

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Public Hearing - Carver County Stormwater Pollution Prevention Program**

Primary Originating Division/Dept: <u>Public Health &amp; Environment - Planning/Water</u>	Meeting Date: <u>6/7/2011</u>
Contact: Paul Moline      Title: <u>Manager PWM Dept</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: Paul Moline      Title: <u>Manager PWM Dept</u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

As required by a 1987 amendment to the federal Clean Water Act, Carver County submitted an application to receive a general permit to discharge stormwater in June 2006. This permit requires an annual report and public hearing on the Stormwater Pollution Prevention Plan (SWPPP) developed as a part of the permit application. Attached is a summary of the SWPPP. Highlights of 2010 activities will be presented to the Board, and the SWPPP annual report will be submitted to the Minnesota Pollution Control Agency (MPCA) after consideration of any public comments received.

**ACTION REQUESTED:**

Motion to open the public hearing to consider the Storm Water Pollution Prevention Program (SWPPP) for Carver County. Motion to close the public hearing. Motion to Authorize signature of the Carver County NPDES Phase II permit 2010 annual report by the County Board Chair and approve submittal of the report to the MN Pollution Control Agency.

**FISCAL IMPACT:** None

If "Other", specify:

**FTE IMPACT:** None

**FUNDING**

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

**Related Financial/FTE Comments:**

*Office use only:*  
RBA 2011- 612



**Instructions:** By completing this **mandatory** MS4 Annual Report form, you are providing the Minnesota Pollution Control Agency (MPCA) with a summary of your status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices (BMPs) and progress towards achieving your identified measurable goals for each of the minimum control measures as required by the MS4 Permit. If a permittee determines that program status or compliance with the permit can not be adequately reflected within the structure of this form additional explanation and/or information may be referenced in an attachment. This form has significant limitations and provides only a snap shot of MS4 compliance with the conditions in the Permit. After reviewing the information, MPCA staff may need to contact the permittee to clarify or seek additional information. The MPCA enforcement policy is to provide the opportunity to respond to any alleged violations before any enforcement action is taken.

**Submittal:** This MS4 Annual Report must be submitted electronically to the MPCA using the submit button at the end of the form, from the person that is duly authorized to certify this form. All questions with an asterisk (\*) are required fields (these fields also have a red border), and must be completed before the form will send. A confirmation e-mail will be sent in response to electronic submissions. To obtain an electronic copy of the 2010 MS4 Annual Report form, please visit the MPCA website at: <http://www.pca.state.mn.us/water/stormwater/stormwater-ms4.html>.

If you have further questions, please contact one of these MPCA staff members (toll-free 800-657-3864):

- Joyce Cieluch 218-846-7387
- Scott Fox 651-757-2368
- Amy Garcia 651-757-2377

### General Contact Information (\*Required fields)

\*Name of MS4: Carver County \*Contact name: Paul Moline  
 \*Mailing address: Carver County Government Center, 600 East 4th Street  
 \*City: Chaska \*State: MN \*Zip code: 55318  
 \*Phone (including area code): 952.361.1820 \*E-mail: pmoline@co.carver.mn.us

Check here if this contact information is different than the contact indicated on the mailing label.

### Minimum Control Measure 1: Public Education and Outreach [V.G.1] (\*Required fields)

A. The permit requires each Permittee to implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and steps that the public can take to reduce pollutants in stormwater runoff. [Part V.G.1.a]

**Note:** Please indicate which of the following distribution methods you used during the 2010 calendar year. Indicate the number distributed in the spaces provided (enter "0" if the method was not used or "NA" if the data does not exist):

Media type	Number of media	Number of times published	Circulation/ Audience
<i>Example: Brochures:</i>	<i>3 different brochures</i>	<i>published 5 times</i>	<i>about 10,000</i>
Brochures:	5 different brochures	published 4 times	about 100
Newsletter:	PHE online newsletter	published 6 times	216
Posters:	5 different posters	published 2 times	about 90,000
Newspaper articles:	Water column, press releases	10 times, 2 times	14,500
Utility bill inserts:	0		
Radio ads:	WSP media campaign	30 ads	County wide
Television ads:	WSP media campaign	165 on Channel 45 KSTC	County wide
Cable Access Channel:	0		
Other: Workshop	Stormwater U & Raingarden	4 Stormwater and 1 raingarden	about 55 total
Other: County Fair	Staff educational booth		about 90,000
Other: Website	Water management website		about 40,000

B. \*Do you use a website as a tool to distribute stormwater educational materials?  Yes  No

What is the URL: http://www.co.carver.mn.us/departments/LWS/water\_management.asp

C. If you answered yes in question B. above, do you track hits to the site?  Yes  No

How many hits to the stormwater page during 2010: 41,058

D. \*Did you hold stormwater related events, presentations to schools or other such activities?  Yes  No

If yes, please describe:

Presentations on the link between landuse and water quality are available on request. 3 were given last year to Chaska High School students. A raingarden presentation was given to volunteers on earth day.

E. \*Have specific messages been developed and distributed during the 2010 calendar year for Minimum Control Measure (MCM):

MCM 1:  Yes  No MCM 4:  Yes  No

MCM 2:  Yes  No MCM 5:  Yes  No

MCM 3:  Yes  No MCM 6:  Yes  No

F. \*Have you developed partnerships with other MS4s, watershed districts, local or state governments, educational institutions, etc., to assist you in fulfilling the requirements for MCM 1?  Yes  No

G. List those entities with which you have partnered during the 2010 calendar year to meet the requirements of this MCM and describe the nature of the agreement(s). Attach a separate sheet if necessary:

See attached sheet.

H. \*Have you developed methods to assess the effectiveness of your public education/outreach program?  Yes  No

If yes, please describe:

We assess the effectiveness of public education/outreach by tracking the following: 1) Number/type of events and programs 2) Number of participants in events and programs 3) Number of volunteers.

## **Minimum Control Measure 2: Public Participation/Involvement [V.G.2] (\*Required fields)**

A. \*Did you hold a public meeting to present accomplishments for calendar year 2010 and to discuss your Stormwater Pollution Prevention Program (SWPPP)? [Part V.G.1.e]  Yes  No

If no, explain:

B. What was the date of the public meeting: 06/01/2010

C. How many citizens attended specifically for stormwater (excluding board/council members and staff/hired consultants)? 0

D. Was the public meeting a stand-alone meeting for stormwater or was it combined with some other function (City Council meeting, other public event, etc.)?  Stand-alone  Combined

E. \*Each permittee must solicit and consider input from the public prior to submittal of the annual report. Did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3]  Yes  No

F. \*Have you revised your SWPPP in response to written or oral comments received from the public since the last annual reporting cycle? [Part V.G.2.c]  Yes  No

If yes, describe. Attach a separate sheet if necessary:

## **Minimum Control Measure 3: Illicit Discharge Detection and Elimination [V.G.3] (\*Required fields)**

The permit requires permittees to develop, implement, and enforce a program to detect and eliminate illicit discharges as defined in 40 CFR 122.26(b)(2). You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

A. \*Did you update your storm sewer system map in 2010?  Yes  No

If yes, please explain which components (ponds, pipes, outfalls, waterbodies, etc.) were updated/added:

Pond/BMP locations

**Note:** The storm sewer system map was to be completed by June 30, 2008. [Part V.G.3.a]

B. \*Have you modified the format in which the map is available?  Yes  No

C. If yes, indicate the new format:

Hardcopy only  GIS system  CAD  Other system: \_\_\_\_\_

D. \*Have you established an ordinance or other regulatory mechanism to prohibit illicit discharges and/or non-stormwater discharges from entering the MS4?  Yes  No

**Note:** The Permit requires the ordinance or other regulatory mechanism to be established by June 30, 2010 [Part V.G.3.b]

If yes, indicate whether you've established an:  Ordinance or  Regulatory mechanism

E. If you answered yes in question D. above, provide the date the ordinance or other regulatory mechanism was adopted: 03/27/2007

F. If you answered yes in question D. above, a complete copy of your illicit discharge prohibition ordinance or other regulatory mechanism addressing the requirements of Part V.G.3.b. of the Permit must be submitted with this MS4 Annual Report. Please provide the URL/reference where your illicit discharge ordinance or other regulatory mechanism may be found. Include specific code numbers if available:

<http://www.co.carver.mn.us/departments/LWS/docs/CarverCounty05.pdf> (Chapters 50-52, 54)

The ordinance may alternately be submitted as a separate electronic file attached to the e-mail submittal of this annual report. Are you submitting an electronic copy?  Yes  No

### Minimum Control Measure 4: Construction Site Stormwater Runoff [V.G.4] (\*Required fields)

The permit requires that each permittee **develop, implement, and enforce a program** to reduce pollutants in any stormwater runoff to your small MS4 from construction activities within your jurisdiction that result in a land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb one or more acres. [Part V.G.4.]

A. The permit requires an erosion and sediment control ordinance or regulatory mechanism that must include sanctions to ensure compliance and contains enforcement mechanisms [Part V.G.4.a]. Indicate which of the following enforcement mechanisms are contained in your ordinance or regulatory mechanism and the number of actions taken for each mechanism used during the reporting period (enter "0" if the method was not used or "NA" if the data does not exist). **Check all that apply.**

Enforcement mechanism	Number of actions	
<input checked="" type="checkbox"/> Verbal warnings	#	34
<input checked="" type="checkbox"/> Notice of violation	#	23
<input checked="" type="checkbox"/> Administrative orders	#	0
<input checked="" type="checkbox"/> Stop-work orders	#	0
<input type="checkbox"/> Fines	#	N/A
<input checked="" type="checkbox"/> Forfeit of security of bond money	#	1
<input checked="" type="checkbox"/> Withholding of certificate of occupancy	#	0
<input checked="" type="checkbox"/> Criminal actions	#	0
<input checked="" type="checkbox"/> Civil penalties	#	0
<input type="checkbox"/> Other:	#	

B. \*Have you developed written procedures for site inspections?  Yes  No



- C. \*Have you developed written procedures for site enforcement?  Yes  No
- D. \*Identify the number of active construction sites greater than an acre in your jurisdiction during the 2010 calendar year: 93
- E. \*On average, how frequently are construction sites inspected (e.g., weekly, monthly, etc.)? monthly
- F. \*How many inspectors, at any time, did you have available to verify erosion and sediment control compliance at construction sites during the 2010 calendar year: 2

### Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment [V.G.5] (\*Required fields)

The permit requires each permittee to develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb an area greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

**Note:** The MS4 permit requirements associated with this minimum control measure were required to be fully developed and implemented by June 30, 2008.

- A. \*Have you established design standards for stormwater treatment BMPs installed as a result of post-construction requirements?  Yes  No
- B. \*Have you developed procedures for site plan review which incorporate consideration of water quality impacts?  Yes  No
- C. \*How many projects have you reviewed during the 2010 calendar year to ensure adequate long-term operation and maintenance of permanent stormwater treatment BMPs installed as a result of post-construction requirements? [Part V.G.5.b. and Part V.G.5.c.] 21
- D. \*Do plan reviewers use a checklist when reviewing plans?  Yes  No
- E. \*How are you funding the long-term operation and maintenance of your stormwater management system? (Check all that apply)
- Grants  Stormwater utility fee  Taxes
- Other: \_\_\_\_\_

### Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations [V.G.6] (\*Required fields)

The permit requires each MS4 to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce stormwater pollution from activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

- A. \*Indicate the total number of structural pollution control devices (for example-grit chambers, sumps, floatable skimmers, etc.) within your MS4, the total number that were inspected in 2010, and calculate the percent inspected. Enter "0" if your MS4 does not contain structural pollution control devices or none were inspected in 2010. Enter "NA" if the data does not exist:

	*Total number	*Number inspected	*Percentage
*Structural pollution control devices:	0	0	0

- B. \*Did you repair, replace, or maintain any structural pollution control devices?  Yes  No
- C. \*For each BMP below, indicate the total number within your MS4, how many of each BMP type were inspected and the percent inspected in 2010. Enter "0" if your MS4 does not contain BMPs or none were inspected in 2010. Enter "NA" if the data does not exist:

Structure/Facility type	*Total number	*Number inspected	*Percentage
*Outfalls to receiving waters:	0	0	0
*Sediment basins/ponds:			
<b>*Total</b>			

D. Of the BMPs inspected in C. above, did you include any privately owned BMPs in that number?  Yes  No

E. If yes in D. above, how many? \_\_\_\_\_

## Section 7: Impaired Waters Review (\*Required fields)

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The permit requires any MS4 that discharges to a Water of the State, which appears on the current U. S. Environmental Protection Agency (EPA) approved list of impaired waters under Section 303(d) of the Clean Water Act, review whether changes to the SWPPP may be warranted to reduce the impact of your discharge [Part IV.D].

A. \*Does your MS4 discharge to any waters listed as impaired on the state 303 (d) list?  Yes  No

B. \*Have you modified your SWPPP in response to an approved Total Maximum Daily Load (TMDL)?  Yes  No

If yes, indicate for which TMDL: \_\_\_\_\_

## Section 8: Additional SWPPP Issues (\*Required fields)

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A. \*Did you make a change to any BMPs or measurable goals in your SWPPP since your last report? [Part V.H.]  Yes  No

B. If yes, briefly list the BMPs or any measurable goals using their unique SWPPP identification numbers that were modified in your SWPPP, and why they were modified: *(Attach a separate sheet if necessary)*

BMP 1d-1 "Coordination of Education Program." in 2010, the CCWMO began to partner with the cities of Chaska and Chanhassen to assist them with the implementation of MCM1.

C. \*Did you rely on any other entities (MS4s, consultants, or contractors) to implement any portion of your SWPPP?  Yes  No

If yes, please identify them and list activities they assisted with:

BMP 3a-1 indicates that the County relies on the LGU's in the MS4 area as they maintain almost all of the stormsewer infrastructure within the County. Surfaces of some County roads have stormsewer but are maintained by cities. Carver County relies on Chaska, Chanhassen, and Victoria to inspect outfalls and screen for illicit discharges.

## Owner or Operator Certification (\*Required fields)

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The person with overall administrative responsibility for SWPPP implementation and Permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

\*Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

\*Name of certifying official: \_\_\_\_\_

\*Title: \_\_\_\_\_ \*Date: \_\_\_\_\_  
(mm/dd/yyyy)

**Submit**

## 2010 Carver County MS4 Annual Report for 2010

### Minimum Control Measure 1: Public Education and Outreach [V.G.1]

G. List those entities with which you have partnered during the 2010 calendar year to meet the requirements of this MCM and describe the nature of the agreement(s). Attach a separate sheet if necessary:

- 1) City of Chanhassen & City of Chaska: MOU agreement states that the CCWMO education coordinator will provide and distribute documents, publications, flyers, presentations, and other educational materials and tools to meet cities' MS4 requirements.
- 2) Minnehaha Creek Watershed District: CCWMO was awarded one of the MCWD Cynthia Kreig grants to install 2 raingardens in Minnewashta Park to capture parking lot stormwater runoff. Under the grant agreement, volunteers installed the raingarden, educational signs were created and, and article appeared in the Chanhassen newspaper about the project.
- 3) Minnesota Waters: CCWMO was awarded a grant from Minnesota Waters to restore the Shoreline on Brickyard/Clayhole Lake in Chaska, MN. Under the grant agreement, volunteers installed the shoreline restoration and Chaska Herald editor ran a story on the community involvement and project benefits.
- 4) Blue Thumb: CCWMO is a partner with Blue Thumb and signs a yearly contract to provide at least 30 hours of education relating to Blue Thumb (raingardens, shorelines, and native plants). CCWMO does this through workshops, displays, information booths, brochure distribution, articles, and websites.
- 5) Watershed Partners: CCWMO is a partner of the Metro Area Watershed Partners and provides finances to support the WSP media campaign. The media campaign does a number of educational advertisements (cable, TWINS stadium, radio, State Fair, etc.) on water resources and stormwater.
- 6) Non-point Source Education for Municipal Officials (NEMO): CCWMO is a charter member of NEMO. This charter states that our staff can attend NEMO trainings on presentations and activities but must not share the materials with other non-charter members.
- 7) Crow River Organization of Water (CROW): CCWMO provides finances to support CROW which in turn provides education on water resources and stormwater in areas of Carver County located in the CROW watershed.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2011 Early Retirement Program Recommendation**

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: <u>6/7/2011</u>
Contact: <u>Doris Krogman</u> Title: _____	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>20</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Doris Krogman</u> Title: _____	

**Strategic Initiative:**

Culture: Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.

**BACKGROUND/JUSTIFICATION:**

In 2010 the Board approved a Voluntary Early Retirement Incentive Plan (VERIP). Seventeen employees chose to participate in the program and to date it has saved well in excess of \$300,000.00

The 2012 budget process is taking shape to be at least as difficult as recent years, so the Employee Relations Division has crafted another Early Retirement Program recommendation. A summary of the recommended Early Retirement Program follows:

- Eligible employees must have been employed for at least 10 years with the County, be in a position that is 0.8 FTE or greater, be eligible for a full or reduced PERA pension, and retire between the approval of the Program and September 30, 2011.
- The Program incentive is a combination of five weeks of current salary plus a \$10,000.00 deposit to the Post Employment Health Care Savings Plan (PEHCSP) through the State of Minnesota Retirement System (MSRS) for each full-time (40-hour per week) participant and pro-rated amounts for qualifying employees with 0.8 - 0.99 FTEs in exchange for their written retirement notice and signed Early Retirement Program Participation Agreement and Waiver of Rights. This incentive is in addition to severance amounts retirees would normally receive based on policy or collective bargaining agreements.
- The plan is designed to comply with all non-discrimination laws, and accordingly provides for a 45-day notice to affected employees.
- The cost of the program would be \$11,064 - \$20,890 per participant, plus taxes on the cash portion of the incentive. If all participants left by September 30, 2011, the program costs would be completely off-set in 2011 and save at least \$300,000 in 2012, assuming with 12 - 15 participants, keeping most positions open for at least 4 months, and a few longer.

In order to maximize opportunities for 2012 and beyond, it is also recommended that the County commit not to offer another such program for at least three years.

**ACTION REQUESTED:**

The motion requested is to approve the Resolution establishing the 2011 Early Retirement Program.

**FISCAL IMPACT:** Other

If "Other", specify: Savings on wages described below

**FTE IMPACT:** Other staffing change (grade, classification, hours, etc.)

**FUNDING**

County Dollars =	
<b>Total</b>	<b>\$0.00</b>

Related Financial/FTE Comments:

Reduction of salary expenses largely offset by incentive payments for the remainder of 2011; Elimination of some vacated positions; Reorganization of some vacated positions; and incremental savings by bringing new employees in at lower salaries than the experienced employees who would choose to retire.

*Office use only:*  
RBA 2011- 608

**BOARD OF COUNTY COMMISSIONERS  
CARVER COUNTY, MINNESOTA**  
**Resolution Establishing the 2011 Early Retirement Program**

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

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**WHEREAS**, Carver County is interested in reducing or minimizing expenses for the 2012 budget year; and

**WHEREAS**, Carver County has the authority to offer employees an incentive for early retirement, either as the employer alone, or in conjunction with the exclusive representatives of employees; and

**WHEREAS**, Carver County wishes to establish an Early Retirement Program as one strategy to maintain services and reduce salary expenditures in 2012;

**THEREFORE, BE IT RESOLVED**, that effective upon passage of this resolution, the Carver County Board of Commissioners hereby establishes an Early Retirement Program that complies with all applicable laws and statutes; is available for a finite period of time to provide the known impact for inclusion in the 2012 budget; and provides for a monetary incentive in exchange for an Early Retirement Program Participation Agreement and Waiver of Rights by the participants;. The specifics of the Early Retirement Program are:

- a. Eligible employees are those with at least 10 years of Carver County service immediately prior to retirement in a position of 32 hours per week or more, who qualify for a full or early retirement annuity from PERA; provided that they give written notice and sign the Early Retirement Program Participation Agreement and Waiver of Rights by August 1, 2011; do not rescind the Early Retirement Program Participation Agreement and Waiver of Rights; and retire by September 30, 2011.
- b. A monetary incentive equivalent to five (5) weeks of salary plus a \$10,000.00 deposited into a Post Employment Health Care Savings Plan (PRHCSP) with the Minnesota State Retirement System (MSRS) for 40-hour per week employees and pro-rated for those working in positions budgeted for 32 – 38 hours per week.
- c. The Program excludes individuals in elected positions or those appointed by an elected official to serve as a first assistant, chief deputy or executive assistant.

**BE IT FURTHER RESOLVED**, that the Employee Relations Director shall seek to secure the agreement of each exclusive representative (Union or Association) of Carver County employees to offer the Program to their members.

**BE IT FURTHER RESOLVED**, that the Employee Relations Director shall provide all employees who may be eligible for the Early Retirement Program with the plan description, a Participation

Agreement and a Waiver; and advice to consult with an attorney and a financial planner regarding the impact of the program on their situations.

**BE IT FURTHER RESOLVED**, that the County Board establish its intention not to offer such a Program again for at least three years in order to maximize the opportunities presented by the vacancies created by the Early Retirement Program.

**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 7th day of June, 2011, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_\_ day of June, 2011

\_\_\_\_\_

County Administrator