



CARVER COUNTY

minnesota

Carver County Board of Commissioners July 12, 2022 Board Meeting

The County Board Room is open to the public.

Individuals who are not able to attend in person and wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at <https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the Regular Session videoconference please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a WebEx invitation.

Public comments that relate to an item on the agenda will be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

The Regular Session portion of the meeting will be webcast live at: <https://www.youtube.com/user/CarverCountyMN/live>

- | | | | |
|-----------|-----|---|------|
| 9:00 a.m. | 1. | a) CONVENE
b) Pledge of allegiance
c) Public comments submitted via email/voice mail | |
| | 2. | Agenda review and adoption | |
| | 3. | Approve minutes of June 28, 2022, Regular Session | 1-6 |
| | 4. | Community Announcements | |
| 9:20 a.m. | 5. | CONSENT AGENDA | |
| | | <i>Communities: Create and maintain safe, healthy, and livable communities</i> | |
| | 5.1 | US Highway 212/51 Interchange Request to MnDOT and Met Council | 7-14 |
| | 5.2 | Cessation of Steiner-Kelting Mental Wellness Facility Advisory Committee | 15 |

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

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5.5 Designation of New HRA Trust Trustee 20-21

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5.7 Settle Agreement for Right of Way Acquisition for the Bevens Dam Removal Project 23-26

5.8 Todd Mesenbring - Request for a Home Extended Business Accessory Use..... 27-31

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

5.9 Approval for Tax Forfeit Public Sale..... 32-36

5.10 Approval for Tax Forfeit Private ("Limited") Sale 37-39

5.11 Request for approval to contract with Master's Touch..... 40

5.12 Review Health & Human Services and Commissioner Warrants..... NO ATT

- 9:20 a.m. **6. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**
- 6.1 PEER Award Recognition 41
- 6.2 Gallup Proposal for Carver County Employee Engagement Program..... 42-64

- 10:20 a.m. **7. FINANCES: Improve the County's financial health and economic profile**
- 7.1 Appoint Ryan Johnson as Interim County Assessor 65

10:25 a.m. **8. County Administrator Report**

10:30 a.m. **ADJOURN REGULAR SESSION**

WORK SESSION

- 10:30 a.m. **A. COMMUNITIES: Create and maintain safe, healthy, and livable communities**
1. Historical Society Request - Andrew Peterson Farm..... 66

- 11:00 a.m. **B. CONNECTIONS: Develop strong public partnerships and connect people to services and information**
2. MICA Legislative Update 67

David Hemze
County Administrator

UPCOMING MEETINGS

July 19, 2022	9:00 a.m. Board Meeting/Work Session
July 26, 2022	No Board Work Session
July 26, 2022	7:30 a.m. Carver County Leaders Meeting
July 26, 2022	7:00 p.m. Carver County Township Association Meeting Carver County Fairgrounds
August 2, 2022	9:00 a.m. Board Meeting
August 9, 2022	No Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on June 28, 2022. Chair Gayle Degler convened the session at 9:00 a.m.

Members present: Gayle Degler, Chair, John P. Fahey, Vice Chair, Matt Udermann and Tom Workman. Tim Lynch participated remotely from Room 153 at the Itasca County Courthouse.

Members absent: None.

Under public comments, Mary Hershberger Thun, representing WeCab, introduced their new Executive Director, Stephanie Alexander. Ms. Alexander explained some individuals do not have access to public transportation and need the services WeCab provides. She stated they had 200 one-way riders each month and only 20 volunteer drivers. She shared the number to call if an individual needed a ride or wanted to volunteer.

Jennifer King, FSA Director for Carver, McLeod and Sibley Counties, explained the services the FSA office provides. She pointed out nominations would be opening up for the FSA County Committees and suggested Board members may know of someone that is interested in applying.

Pastor Dean Seal voiced his concerns on the new dedication signs on Engler Boulevard. He encouraged the Board to contact the Chaska Historical Society on the County's history and learn more. Chair Degler pointed out the signs would be addressed as part of today's agenda.

Mark Halla, Chanhassen, reviewed the Outpost Center's previous request for County ARPA funds. He asked that this request be put on the next agenda to formally vote on their proposal and whether their CUP would allow them to continue to do what they have been doing. Halla pointed out the Outpost's mission, nonprofit status and language in their current CUP. He requested an opportunity to discuss the pros and cons and for the Board to vote accordingly.

Workman moved, Udermann seconded, to approve the agenda. On a roll call vote, Degler, Fahey, Lynch, Udermann, Workman voted aye. Motion carried unanimously.

Fahey moved, Lynch seconded, to approve the minutes of the June 14, 2022, Regular Session and June 21, 2022, County Board of Appeal and Equalization. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

Udermann moved, Fahey seconded, to approve the following consent agenda items:

Approved grant funded 1.0 FTE Housing Resource Specialist for the Carver County Housing Unit through March 31, 2024, or until all obligations set forth in the contract have been satisfactorily fulfilled, whichever occurs first.

Approved purchase of Sheriff's Office mobile command trailer.

Reappropriated \$100,000 in already approved ARPA funds from MST services to behavioral consultant services to prevent out of home placements for children with mental health needs exacerbated by the pandemic.

Approved professional services agreement with HKGI for park and trail asset management planning pending finalization of the contract review process.

Approve contract between Health and Human Service and Hennepin Technical College to deliver employment and training services at Auburn Homes for up to 20 persons, not to exceed \$41,720.

Authorized County staff to issue permits to the Waconia Chamber and KaBoom, Inc., to conduct professional firework displays.

Resolution #57-22, County Board Acknowledgment Highway 140 Bridge Projects, Final Payment.

Approved comment letter on the Metropolitan Council's Transportation Addendum to the Public Engagement Plan and approved a letter of support for the Metropolitan Council's 2023-2026 Transportation Improvement Plan.

Issued tobacco license for Deer Run Golf Club subject to the receipt of all required paperwork, licensing fee paid, signed affidavit and all delinquent taxes are paid.

Approved hiring of two STOC GIS Assistants in Public Works utilizing the existing Program Delivery STOC.

Approved out of state travel for County Attorney Metz to attend the annual leadership conference hosted by the National District Attorney's Association.

Authorized the Chair's signature on the development contract for Neumann Acres.

Professional services agreement with Kennedy & Graven for legal services pending finalization of the contract review process.

Professional services agreement with LeVander Gillen and Miller PA for legal services, pending finalization of the contract review process.

Reviewed June 21, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$459,065.13 and reviewed June 28, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$ 411,919.89.

On a roll call vote, Udermann, Workman, Degler, Fahey voted aye. Lynch absent due to remote technical difficulties. Motion carried.

Workman moved, Fahey seconded, to open the public hearing on an amendment to the 2020 WMO Watershed Management Plan. On a roll call vote, Workman, Degler, Fahey, Udermann voted aye. Lynch absent on vote due to remote technical difficulties. Motion carried.

Paul Moline, Planning & Water Manager, entered into the record the notice of public hearing, affidavit of publication, May 3, 2022, Board minutes, summary of 30-day comments received and responses and draft table 5-5.

He explained the last update to the plan was adopted in 2020 and the project list is used to plan and budget for capital projects and grant requests. Moline reviewed the mythology used for prioritizing projects. He pointed out Table 5-5 was the only item amended in the Plan and summarized the changes to the project list. Moline highlighted the process followed to amend the Plan and requested the Board adopt a Resolution amending the Plan.

Lori Cox, Dahlgren Township, stated she served on the WMO Advisory Board. She stated she appreciated the work of County staff to educate the WMO Advisory Board and suggested a need to look at what is leading to certain impairments and to increase educational efforts.

Workman moved, Udermann seconded, to close the public hearing. On a roll call vote Degler, Fahey, Udermann, Workman voted aye. Lynch absent for vote due to remote technical difficulties. Motion carried.

Fahey offered the following Resolution, seconded, by Degler:

Resolution #58-22
Adopting Ordinance 102-2022
Amending the Carver County Watershed Management Organization
2020 Watershed Management Plan

On a roll call vote, Fahey, Udermann, Workman, Degler voted aye. Lynch absent for vote due to remote technical difficulties. Motion carried.

Summary: The Carver County Water Management Organization 2020 Watershed Management Plan guides decision for managing and restoring lakes, rivers and wetlands within the Carver County Water Management Organization's boundaries. The plan contains a project list which is used to plan and budget for capital projects and grant requests and is updated on a bi-annual basis. This amendment updated the project list (table 5-5). The update included the addition of many new projects, along with revisions and additions to several existing projects within the project list.

Udermann moved, Fahey seconded, to open the public hearing to consider amendments to County Code Chapter 153 – Water Management Rules. On a roll call vote, Udermann, Workman, Degler, Fahey, voted aye. Lynch absent from vote due to remote technical difficulties. Motion carried.

Paul Moline, Water Management, entered into the record the notice of public hearing, affidavit of publication, draft amendments to County Code Chapter 153, Statement of Need and Reasonableness, January 24, 2022, Board minutes and 60-day public comments received and responses.

Moline provided background on the water management rules, six focus areas and the rules purpose. He identified the areas in the County where the rules apply. He reviewed the goals for the rules update and summarized the proposed changes. Moline pointed out alternative compliance options to provide flexibility and the process followed to update the rules. He highlighted the comment themes received from the public and indicated no comments were received from City or State agencies.

No public testimony was received.

Lynch moved, Udermann seconded, to close the public hearing. On a roll call vote, Lynch, Udermann, Workman, Degler, Fahey voted aye. Motion carried unanimously.

Lynch offered the following Resolution, seconded by Degler:

Resolution #59-22
Adopting Ordinance 99-2022
Amendments to the Carver County Water Management
Organization Rules 2022

On a roll call vote, Udermann, Workman, Degler, Fahey, Lynch voted aye. Motion carried unanimously

Summary: Chapter 153 contains standards for water resource management (referred to as the water rules) within the Carver County Water Management Organization. The amendments to the water rules include updated stormwater runoff treatment requirements based on MN State Municipal Separate Storm Sewer System (MS4) permit requirements, clarification on submittal requirements for each type of permit, additional standards and submittal requirements for bridge and culvert projects, expanded wetland protection standards, updated Carver County Topsoil Standard, and updated alternative compliance process for constrained sites.

Randy Lehs, IT, requested the Board accept CarverLink Connect UP Carver RFB bid and approve associated contracts. He explained the Connect UP Carver initiative and the project timeline that followed. He stated a single bid was received from Metronet in June. He noted the project was ready to begin with a completion deadline of December, 2024.

He reviewed areas with existing fiber resources, areas covered with existing rural digital opportunity funding and the proposed Connect Up Carver initiative build area. Lehs explained funding sources would include 5.5 million of coronavirus state/local fiscal recovery funds and 1 million in budget stabilization funds. Lehs highlighted information for residents and businesses that would be interested in connecting in the future. He clarified work should be done in existing right of way.

Udermann moved, Fahey seconded, to accept the lowest responsible bid from Metro Fibernet, LLC for \$5,881,052.00 for the RFB for fiber construction, maintenance, and last mile connections for the CarverLink Fiber Network Connect Up Carver Initiative; to approve the Connect Up Carver Construction Management and Last Mile Connections and IRU and Bill of Sale Contracts with Metro Fibernet, LLC for \$5,881,052.00 and \$618,948.00 for contingency for total funding approval of \$6,500,000.00 and to use Covid-19 Budget Stabilization funds for the \$381,052 to cover costs above initial estimate and \$618,948 to set up a contingency primarily used for fuel escalation surcharge. On a roll call vote, Workman, Degler, Fahey, Lynch, Udermann voted. Motion carried unanimously.

Martin Walsh, Parks Director, requested the Board award contracts for the Waterfront Service Center. He reviewed the site design and displayed images of the building and event room.

Brad Barickman, representing RJM, explained they created 40 bid categories and opened bids May 5th. He stated it had been a challenging market to create accurate estimates as market conditions changed rapidly. He clarified bids were fixed price bids and there was not an escalation clause built in.

Walsh summarized the project costs that included the alternate for a partition wall. He reviewed funding that included bonding funds, Met Council grants and the use of BSA funds for the project. He reviewed the project schedule and completion date.

Udermann stated he did not support using BSA funds and suggested they consider other revenue sources or the YES account.

David Frischmon, Finance, stated the YES account has been a moving target and he would not recommend lowering.

Dave Hemze, County Administrator, stated if the Board wanted to change direction and use YES funds, he would be asking for more clear direction on the BSA account and if they wanted to pause external requests for those funds.

Lynch move, Fahey seconded, to approve the budget amendment which provides funding, including allocating \$2,983,566 (\$2,250,000 + \$733,566) from the Budget Stabilization Account, for a \$8,733,566 Waterfront Service Center building project and to award contracts for construction of a \$8,733,566 Waterfront Service Center building project at the Lake Waconia Regional Park. Udermann offered a friendly amendment to approve the budget amendment and to award the contracts in two separate motions. Lynch and Fahey agreed to the friendly amendment.

Lynch moved, Fahey seconded, to approve a budget amendment which provides funding, including allocating \$2,983,566 (\$2,250,000 + \$733,566) from the Budget Stabilization Account, for a \$8,733,566 Waterfront Service Center building project. On a roll call vote, Degler, Fahey, Lynch, Workman voted aye. Udermann voted nay. Motion carried.

Lynch moved, Fahey seconded, to award contracts for construction of a \$8,733,566 Waterfront Service Center building project at the Lake Waconia Regional Park. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

Hemze requested direction on the use of BSA funds and existing requests.

Udermann moved to allocate 1.5 million in BSA funds to the Outpost, Love Inc, Unite Us and CDA's Community Land Trust request and for an employee engagement survey Motion died for lack of second.

The Board discussed the need to look at internal and external requests again and concurred to put current requests on hold as they work through the budget process.

Dave Hemze, Administrator, requested the Board approve updates to the Carver County Strategic Plan. He stated there were no changes to high level goals and referenced the document included in the packet that outlined the tasks.

Udermann suggested a section be included on employee engagement. Following discussion, the Board concurred not including it in the Strategic Plan at this time and obtaining additional information as well as a funding source. Hemze stated they could add this request to the BSA list.

Workman moved, Degler seconded, approve Carver County Strategic Plan Update. On a roll call vote, Fahey, Lynch, Udermann, Workman, Degler voted aye. Motion carried unanimously.

Hemze requested approval for revisions to the County Highway 10 signs. He noted the sign policy was considered at a March work session and policy was adopted in April. Hemze pointed out the feedback received related to the last sentence and to be cognizant of the concerns was recommending that the "original caretakers" language be removed.

Pam Wentink, Julie Wise and Ellen Beam, indicated they supported farmers but objected to the "original caretakers" phrase on the signs and stated the signs were historically inaccurate.

Udermann moved, Workman seconded, to revise the County Highway 10 sign language to "Roadway dedicated to past and present Carver County farmers and their families" Workman offered a friendly amendment to remove "Carver County" from the phrase. Udermann accepted the friendly amendment.

The Board discussed the option to remove the signs completely. Udermann and Workman agreed to withdraw their motion/second. The Board recognized the intent was to honor farmers and no disrespect was intended.

Fahey moved, Degler seconded, to remove the County Highway 10 signs and posts. On a roll call vote, Lynch, Udermann, Workman, Degler, Fahey voted aye. Motion carried unanimously.

Lynch moved, Workman seconded, to adjourn the Regular Session at 12:42 p.m. and go into a work session with Environmental Services. On a roll call vote, Udermann, Workman, Degler, Fahey, Lynch voted aye. Motion carried unanimously.

David Hemze
County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

US Highway 212/51 Interchange Request to MnDOT and Met Council

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County Public Works is currently in the preliminary design phase of the Highway 212 Project - Benton Township. This project includes the expansion of existing Highway 212 to a 4-lane expressway from approximately 1,200 feet west of Highway 34 in the City of Norwood Young America to Highway 36 (W) in the City of Cologne. The proposed improvements will remove barriers to efficient freight movement and job opportunities, support economic vitality by providing development opportunities at key locations, preserve and remedy existing infrastructure, and improve mobility and safety for all corridor users.

One key component of this project is the potential inclusion of an interchange at the Highway 212/51 intersection. In order to pursue this potential interchange, a formal interchange approval must occur with the Minnesota Department of Transportation and the Metropolitan Council. Staff is recommending that the county board authorize the Carver County Engineer to submit an interchange request for the Highway 212/51 intersection by Bongards. The request is submitted to MnDOT who coordinates the review with the Metropolitan Council. The request letter is attached for reference.

ACTION REQUESTED:

Motion to make an interchange request for the US Highway 212/51 intersection to the Minnesota Department of Transportation and authorize and direct the Carver County Engineer, or his designee, to submit said request.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8489

July 5, 2022

Michael Corbett
Metro District Interchange Coordinator
MINNESOTA DEPARTMENT OF TRANSPORTATION
1500 West County Road B2
Roseville, MN 55113

SUBJECT: Hwy 212/CSAH 51 New Interchange Request

Dear Mr. Corbett:

The purpose of this letter is to formally request the initiation of the process for obtaining approval for United States Highway (Hwy) 212 and County State Aid Highway (CSAH) 51 interchange access in Benton Township, Carver County, Minnesota. This letter provides the background information on how this proposed project addresses the qualifying criteria outlined in Appendix F of the Metropolitan Council's Transportation Policy Plan for Interchange Requests (New or Modified Interchange).

Background

An Environmental Assessment Worksheet (EAW) and Categorical Exclusion Determination (CATEX) is currently being completed as part of the Hwy 212 Project – Benton Township (State Project [SP] 1013-77). Hwy 212 is an east – west principal arterial highway that connects the Twin Cities Metropolitan Area, through Carver County, to western Minnesota and beyond. Hwy 212 is a National Highway System (NHS) route and serves as a major east – west transportation corridor for local, regional, and interregional traffic. As an NHS, principal arterial route, one of the primary functions of Hwy 212 is to serve through traffic along the corridor. Hwy 212 also serves an important local function, providing local mobility and access for residents, businesses, and farms.

Hwy 212 has been designated by the Minnesota Department of Transportation (MnDOT) as a critical Rural Freight Corridor in the *Minnesota Statewide Freight System and Investment Plan* (2018).¹ Hwy 212 provides an essential freight connection for southwest Minnesota that does not have access to the Twin Cities Metropolitan Area using the Interstate Highway System. More

¹ Minnesota Department of Transportation. Minnesota Statewide Freight System and Investment Plan. January 2018. <https://www.dot.state.mn.us/planning/freightplan/pdf/statewidefreightplanrevised2018.pdf>

than 65 freight generators are located along Hwy 212 in Minnesota. Hwy 212 also moves large amounts of freight from generators in South Dakota, Wyoming, and Montana.

The Hwy 212 expansion project is identified in the Carver County 2040 Comprehensive Plan. The project is currently listed under the State Road Project section of the plan and is identified in the 2029-2033 CIP.

Project Description

The proposed interchange project is part of a larger conversion study that is proposing to expand the existing 2-Lane Hwy 212 roadway to a divided 4-Lane roadway. As part of the expansion project a variety of alternatives have been developed and tested to identify the correct intersection/interchange design at this location. As part of the analysis process, the interchange alternative was determined to be the best option for addressing the safety and mobility needs at this location.

The proposed project is to convert the existing side street stop-controlled intersection to a grade separated facility serviced with right-on/right-off access points at the existing intersection and an overpass roadway crossing Hwy 212 east of the existing intersection. This interchange design is similar to a quadrant style interchange. The proposed design will include right turn lanes in both directions to facilitate exiting traffic and an auxiliary lane to be used as an acceleration lane in both direction for entering vehicles. **Figure 1** shows the proposed interchange layout.

Interchange Request Qualifying Criteria

1.0 Consistency with Local and Regional Planning

Hwy 212 is a key roadway connecting the Twin Cities Metropolitan area to western Minnesota as well as other states surrounding Minnesota. This project is not specifically called out in the Transportation Policy Plan (TPP), but it is a key location for Carver County as designated in the county comprehensive plan. Chapter 2 of the TPP identifies a list of strategies in which new projects within the Met-Council area should strive for. These strategies assure proposed projects are in-line with the goals of the council and support the Twin Cities region. This project addresses several of the goals/strategies defined in the policy. This project addresses goals/strategies in four (4) of the major categories including:

- Safety and Security
- Access to Destinations
- Competitive Economy
- Leveraging Transportation Investments to Guide Land Use

In addition to addressing key goals/strategies, this project provided opportunities for the public to comment on the proposed interchange. As part of the public engagement effort for the overall Hwy 212 project, the project team had a specific section of the engagement around the proposed interchange and the potential benefits and impacts. The overall feedback on the interchange was positive. This interchange location has been identified in the Carver County comprehensive plan as a key access location along Hwy 212 to enhance the safety and freight movements along the

of Hwy 212 and CSAH 51 provides a vital north/south connection within Carver County. CSAH 51 connects TH 5 to the communities along the Minnesota River. It also serves as a major connection to the retail/commercial hub Bongard’s Creamery.

Competitive Economy

One of the main objectives of the competitive goal is to “Support the region’s economic competitiveness through the efficient movement of freight.” The proposed interchange will reduce the overall delay to freight on the Hwy 212 roadway as well as provide the safe and efficient movement of goods along CSAH 51.

Leveraging Transportation Investments to Guide Land Use

As traffic patterns continue to shift post-COVID 19, this interchange will ensure residents who utilize Hwy 212 and CSAH 51 have a reliable trip to and from work as well as other recreational trips. Providing safe and efficient access from arterial and collector roadways to the principle arterial network will ensure Carver County and the surrounding communities are able to continue to grow.

2.0 Project Need

The purpose of the Hwy 212 – Benton Township Project is to improve pavement conditions, vehicles safety, and vehicle mobility on Hwy 212 between CSAH 34 and CSAH 36 in Carver County.

Traffic Volume and Capacity

As part of the Hwy 212 project, traffic forecast and a traffic analysis were completed to help facilitate the environmental process. Existing, future (2040) No Build, and future (2040) Build conditions were analyzed to inform geometric designers of key traffic patterns and help inform project stakeholders in the decision-making process. As part of the process a variety of roadway cross sections were analyzed and are summarized in **Table 1** below.

Table 1: Hwy 212 Existing and 2040 No Build Alternative Volume to Capacity Ratios

Hwy 212 Location	Facility Type	Capacity	2018 Existing ADT	2040 No Build Alternative ADT	2018 Existing Volume to Capacity Ratio	2040 No Build Volume to Capacity Ratio
CSAH 34 to CSAH 51	2-lane undivided rural	15,000	12,700	17,000	0.85	1.13
CSAH 51 to CR 153	2-lane undivided rural	15,000	12,200	17,000	0.81	1.13

Hwy 212 Location	Facility Type	Capacity	2018 Existing ADT	2040 No Build Alternative ADT	2018 Existing Volume to Capacity Ratio	2040 No Build Volume to Capacity Ratio
CR 153 to CSAH 36	2-lane undivided rural	15,000	12,200	15,000	0.81	1.00

The two-lane segment of Hwy 212 is approaching capacity under existing conditions and are anticipated to exceed capacity under future (2040) conditions.

Traffic Operations

As part of the Hwy 212 interchange analysis, a high-level segment operations analysis was completed using the Highway Capacity Software (HCS) to understand the impacts of the interchange on the mainline Hwy 212 operations. Under existing and future (2040) No Build conditions, Hwy 212 operates at a Level of Service (LOS) A as mainline Hwy 212 does not have to stop. The high-level segment LOS analysis was completed to ensure the addition of an interchange does not impact/degrade the segment LOS on Hwy 212.

Based on the analysis all roadway segments within the interchange influence area are anticipated to operate at an LOS A in both directions under future a.m. and p.m. hour conditions. The addition of the interchange is not anticipated to impact operations on mainline Hwy 212 within the interchange influence area.

An intersection capacity analysis was completed as part of the environmental process for this location. The analysis includes Existing, future (2040) No Build and future (2040) Build conditions for both the a.m. and p.m. peak hours. **Table 2** below summaries the operations at the intersection of Hwy 212 and CSAH 51.

Table 2: Intersection Level of Service (LOS) A.M. and P.M. Peak Hour

Intersection	Existing Conditions ²		Future (2040) No Build Conditions ²		Future (2040) Build Conditions ²	
	A.M.	P.M.	A.M.	P.M.	A.M.	P.M.
Hwy 212 at CSAH 51	A/C	A/C	A/E	A/E	--	--
Hwy 212 at CSAH 51 Southern Ramp Terminal	--	--	--	--	A/A	A/B
Hwy 212 at CSAH 51 Northern Ramp Terminal	--	--	--	--	A/A	A/B

Based on the analysis in **Table 2** the interchange terminals are anticipated to operate at an acceptable LOS under future (2040) Build conditions under side street stop control.

² Overall LOS followed by Worst Approach LOS

Safety Benefits

While mobility is a key part of the need of this project, safety is also a key need of the project as this location has had fatal and serious injury crashes over the past few years. As part of the environmental analysis an intersection crash analysis was completed to determine if there is an existing crash issue at this location as well as determine the benefits anticipated with each of the alternatives.

Between the 2015 and 2019 the intersection of Hwy 212 and CSAH 51 had a total of six (6) crashes which included one (1) fatal crash as well as one (1) personal injury crash. The overall crash rate at this intersection is not over the state average for similar intersections, but it was the only intersection within the project area during this time period to have a fatal crash. As volumes increase along the corridor and drivers begin to accept shorter gaps the number of crashes is anticipated to increase due to the increased exposure.

Under future (2040) Build conditions the conversion of Hwy 212 to a 4-Lane divided roadway is anticipated to reduce the number of crashes by as much as twenty-nine (29) percent. In addition to the roadway conversion the conversion to an interchange is anticipated to reduce crashes by as much as forty-two (42) percent.

3.0 Functional Classification

Currently CSAH 51 is classified as a Major Collector roadway per the Carver County Comprehensive plan, however the county has the intention of changing the roadway classification to an A Minor Connector as part of the future roadway classification summary for the county. The County has broken down A Minor arterial classification into three separate classifications for the purpose of the comprehensive plan.

4.0 Local Roadway Network and Access Management

As part of this project, local access around the interchange is not anticipated to change. Within the project area the main north/south roadways are spaced out evenly to accommodate both regional and local trips along and across Hwy 212. This project will reduce high-speed conflicts at this location and minimize vehicle exposure while providing a long-term solution to growth in the area.

5.0 Interchange Spacing

The proposed interchange is located approximately 2.5 miles from the nearest interchange of Hwy 212 and CR 36 (Lake Street W). Within the influence area of the interchange there are three private driveways located approximately 1000 feet west of the proposed interchange. To minimize potential impacts with these private access points, the project will be building an acceleration lane that extends past these access points to ensure users have adequate space to accelerate and will reduce the speed sheer associated with the merge point.

6.0 Summary

Based on the information presented in this letter, we feel the proposed interchange at Hwy 212 and CSAH 51 will improve mobility along Hwy 212, reduce high-speed vehicle conflicts, and improve the safety along Hwy 212 while conforming to the qualifying criteria outlined in Appendix F of the Metropolitan Council's Transportation Policy Plan.

We look forward to meeting with you to discuss the preferred interchange design and interchange request. Please feel free to contact me with any questions or comments that you may have concerning this matter at (952) 466-5222 or dmielke@co.carver.mn.us.

Sincerely,

CARVER COUNTY PUBLIC WORKS



Darin Mielke PE
Deputy County Engineer

cc: Lyndon Robjent, Carver County Public Works
Angie Stenson, Carver County Public Works
Diane Langenbach, MnDOT Metro South Area Engineer
Ryan Wilson, MnDOT Metro South Area Manager
Dan Erickson, MnDOT Metro State Aid Engineer

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Cessation of Steiner-Kelting Mental Wellness Facility Advisory Committee

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Steiner-Kelting Mental Wellness Facility Advisory Committee was created by the Carver County Board of Commissioners on 8/7/2018 (RBA 5568). The charge statement for the committee as described in the RBA was as follows:

"The Steiner-Kelting Mental Wellness Facility Advisory Committee advises the Carver County Board of Commissioners on the development of the Steiner-Kelting Mental Wellness Facility and makes recommendations on the expansion of the building, security protocols, services offered, and programming of the facility. Initial work of the committee will include oversight of the RFP for selection of a service provider and input into the service provider selection process. Following the selection of a service provider, the committee will advise on the development of processes for referral and intake, hand-off and discharge planning, and monitor services for 6-9 months after opening."

The Steiner-Kelting Mental Wellness Facility Advisory Committee began meeting in January 2019 supported by contracted facilitation from Mighty Consulting. The Steiner-Kelting Mental Wellness facility opened on 09/07/2021. The committee has met regularly for the past three and a half years. A final meeting of the Facility Advisory Committee was held on 6/8/2022. The recommendation of those present, to include County Board Commissioner Udermann, at the 6/8/2022 meeting was to cease operation of this advisory committee as it accomplished its purpose.

ACTION REQUESTED:

Motion to approve cessation of the Steiner-Kelting Mental Wellness Facility Advisory Committee effective 07/12/2022.

FISCAL IMPACT:
If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8494

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Tobacco License

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

JDK Liquors Inc dba MGM Wine & Spirits has applied for a tobacco license and is in compliance with the Carver County Tobacco ordinance. The owner Jason Kleinprintz is requesting the Carver County Board of Commissioners approval to sell tobacco products. This is a renewal of their license.

ACTION REQUESTED:

Approval of the County Board to issue a tobacco license for JDK Liquors Inc dba MGM Wine & Spirits. Board approval is subject to the receipt of all required paperwork, licensing fee paid, signed affidavit, and all delinquent taxes paid.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8496

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Interest Arbitration Award and 2021-2022 Collective Bargaining Agreement Updates for AFSCME Assistant County

Primary Originating Division/Dept: Employee Relations	Meeting Date: 7/12/2022
Contact: Kerie Anderka Title: ER Director	Item Type: Consent
Amount of Time Requested: minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: Title:	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The County and the AFSCME Assistant County Attorneys bargaining unit reached impasse in negotiations for the 2021 - 2022 collective bargaining agreement. Consistent with Minnesota Statute 179A, an essential unit may proceed to binding interest arbitration at such time. The arbitration was held, and an award has been received. The collective bargaining agreement has now been updated with changes agreed to by the parties and the arbitrator's ruling on the additional issues.

Highlights and the major changes in terms and conditions are:

- Two year agreement (2021 – 2022)
- 2021 General Adjustment: 1.00% (applied to base rate)
- 2022 General Adjustment: 2.00% (applied to base rate)
- 2021 Pay-for-Performance Matrix: 0%, 1%, 3%, 4.25% effective first full pay period in March paid as lump sums
- 2022 Pay-for-Performance Matrix: 0%, 1%, 2%, 3% effective first full pay period in March with base/lump sum split (same as the 2020 PFP matrix)
- Implement salary ranges as established by County Board effective first full pay period in January 2021
- Implement salary ranges as established by County Board effective first full pay period in January 2022
- 2021 Insurance: Increase County contributions and maintain percentages defined in current contract language.
 - Employee: \$755.48
 - Employee + Child(ren): \$948.70
 - Employee + Spouse: \$1,293.20
 - Family: \$1,584.70
- 2022 Insurance: Increase County contribution by \$100 per month, across all plan levels and options. Maintain percentages defined in current contract language.
 - Employee: \$855.48
 - Employee + Child(ren): \$1,048.70
 - Employee + Spouse: \$1,393.20
 - Family: \$1,684.70

ACTION REQUESTED:

Motion to approve the arbitration award and the AFSCME Assistant County Attorneys 2021 - 2022 Collective Bargaining Agreement.

FISCAL IMPACT: Budget amendment request form ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

2021 incremental cost of \$59,274 for the AFSCME Assistant County Attorneys of Carver County Collective Bargaining Agreement total compensation will be paid in 2022. A budget amendment is necessary to reallocate funds to the respective Department wage accounts since the 2021 Adopted Budget assumed a 0% wage increase and because the 2021 costs will be paid in 2022. The total compensation 2021 Budget for the AFSCME Assistant County Attorneys of Carver County Collective Bargaining Agreement is \$1,530,871. The 2022 costs for the AFSCME Assistant County Attorneys Collective Bargaining Agreement are built into the adopted 2022 budget; the budget amendment is needed to cover the 2021 costs that will be paid in 2022.

Office use only:

RBA 2022 - 8497

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Approval of Interest Arbitration Award and 2021-2022 Collective Bargaining Agreement Updates for AFSCME

Agenda Item: Assistant County Attorneys Unit

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Cafeteria Contributions	01-090.6121	\$5,412.00
Wages & Benefits- AFSCME ATTY	01-090.61xx	\$53,862.00
TOTAL		\$59,274.00

CREDIT		
Description of Accounts	Acct #	Amount
Health Insurance	01-820.6152	\$15,448.00
2022 Debt Service Levy	35-800.6701	\$43,826.00
TOTAL		\$59,274.00

Reason for Request:

The one-time, incremental 2021 cost of \$59,274 for the AFSCME ATTY of Carver County Collective Bargaining Agreement will be paid in 2022 with the one-time sources of funds identified above. The ongoing incremental costs for the 2022 AFSCME ATTY Collective Bargaining Agreement are already included in 2022 Adopted Budget.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Designation of New HRA Trust Trustee

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="7/12/2022"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Director"/>	Item Type: <input type="text" value="Consent"/>
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: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

Carver County offers a VEBA trust health reimbursement arrangement as part of the HDHP HRA Medical Plan. The County established the current VEBA trust effective January 1, 2015 with Further (formerly SelectAccount). Further was purchased by HealthEquity in April 2021 and HealthEquity has made the decision to not enter the VEBA market and will no longer offer a VEBA product after September 30, 2022.

The County completed a request for proposal in April 2022 for a new VEBA and Flexible Spending Account (FSA) provider and received five proposals. Employee Relations and Finance met with two finalists and selected Medsurety LLC to be the new provider for the County's VEBA and FSAs effective September 1, 2022.

The County is required to designate Medsurety LLC and Matrix Trust as the successor Trustee of the Carver County HRA Trust by board resolution to move forward with the VEBA transition.

ACTION REQUESTED:

Approve resolution to designate Medsurety LLC and Matrix Trust as the Health Reimbursement Arrangement Trustee for Carver County HRA Trust.

FISCAL IMPACT: <input type="text" value="None"/>	FUNDING
<i>If "Other", specify:</i> <input type="text"/>	County Dollars = <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	<input type="text"/>
	Total <input type="text" value="\$0.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8498

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

**Resolution Designating MEDSURETY LLC and MATRIX Trust
as Health Reimbursement Arrangement Trustee**

DATE _____ RESOLUTION NO. _____
MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS, Carver County changed its vendor for Health Reimbursement Arrangement effective September 1, 2022 from Further/HealthEquity to MEDSURETY LLC; and

WHEREAS, MATRIX was the previous Trustee of the Carver County HRA Trust administered by Further/HealthEquity; and

WHEREAS, MEDSURETY LLC and MATRIX Trust is the successor Trustee of the Carver County HRA Trust administered by Medsurety; and

THEREFORE, BE IT RESOLVED, that the Carver County Board of County Commissioners hereby designates MEDSURETY LLC and MATRIX Trust as the Trustee of Carver County HRA Trust effective September 1, 2022 and removes Further/HealthEquity as the designated Trustee.

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

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 12th day of July, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 12th day of July, 2022 _____
County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Out of State Travel

Primary Originating Division/Dept: Attorney

Meeting Date: 7/12/2022

Contact: Mark Metz Title: County Attorney

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
Customer Service: Continue the County's delivery of high value, timely service and support

BACKGROUND/JUSTIFICATION:

Assistant County Attorney, Kelly Small, is seeking approval for out-of-state travel to attend the National Association of Drug Court Professionals (NADCP) Annual Conference in Nashville, TN from July 25 - 28, 2022. The conference will benefit Kelly's work with Carver County's treatment court team and it will satisfy a large portion of her Continuing Legal Education requirements. The estimated cost for her travel, lodging, meals and conference attendance is \$3,961.00.

ACTION REQUESTED:

Motion to approve Kelly Small's out-of-state travel to Nashville, TN.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars = **\$3,961.00**

FTE IMPACT: None

Total **\$3,961.00**

Insert additional funding source

Related Financial/FTE Comments:

All costs will be paid out of the County Attorney's forfeiture fund.

Office use only:

RBA 2022 - 8492

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settle Agreement for Right of Way Acquisition for the Bevens Dam Removal Project

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

In 2014, a dam located on Bevens Creek just south of County Road 50 failed due to large storms. RBAs 7873 (9/21/21 Board Meeting) and 7427 (2/16/21 Board Meeting) outline state grant dollars that the Carver County Water Management Organization (CCWMO) applied for and received to remove the failed dam and to restore the streambanks. Additional right-of-way is needed to access construction for the site and complete this project. A Minimum Damage Assessments were completed by a certified appraiser and the County Board approved the making of offers based on the appraised values at its May 24, 2022, regular session. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. Settlements with the property owners listed on the exhibit attached to the resolution have been reached and staff is recommending approval.

ACTION REQUESTED:

Motion to adopt a resolution authorizing settlement of compensation for acquisition of real property interests needed for the Bevens Dam Removal Project.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	<input type="text" value=""/>
CCWMO Levy	\$11,000.00
Total	\$11,000.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Funds from the CCWMO Levy are a part of the required match for the state grants.

Office use only:

RBA 2022 - 8488

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

Date: July 12, 2022

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the Bevens Creek Dam Removal Project

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to remove a dam as part of the Bevens Creek Dam Project (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Services Deputy Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required; and

WHEREAS, the Public Services Deputy Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that County's acquisition of the real property interests described in said Exhibit A and the removal of the dam as part of the Bevens Creek Dam Project constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County's proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s) and the negotiations between said Owner(s) and the Public Services Deputy Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

YES

ABSENT

NO

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave 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 July 12, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 12th day of July 2022

Dave Hemze

County Administrator

Exhibit A
to
Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property
Interests

Bevens Creek Dam Project

Property Tax Identification No. 10.0330302

Fee Owners: Paul Grunder

Property Address: 7260 County Road 50, Carver, MN

Settlement Amount: **\$10,000.00**

Temporary easement for public right-of-way purposes contains 51,162 sq. ft., more or less.

\$4,740.00

Damages to Crops

\$5,260.00

Property Tax Identification No. 10.0950060

Fee Owners: Richard R & Connie J Beck

Property Address: 7335 County Road 50, Carver, MN

Settlement Amount: **\$1,000.00**

Temporary easement for public right-of-way purposes contains 3,347 sq. ft., more or less.

\$310.00

Premium To Avoid Condemnation

\$690.00

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Todd Mesenbring - Request for a Home Extended Business Accessory Use

Primary Originating Division/Dept: <u>Public Services - Land Mgmt.</u>	Meeting Date: <u>7/12/2022</u>
Contact: <u>Jason Mielke</u> Title: <u>Land Use Manager</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

File #PZ20220023. On June 21, 2022, the Planning Commission voted 7-0 to recommended approval of Todd Mesenbring's Conditional Use Permit (CUP) for a Home Extended Business Accessory Use (i.e. small to medium ag equipment repair service), on his 4.08-acre parcel located in Section 3, Benton Township. The property is improved with a single-family dwelling with an attached garage, and a detached 40' x 60' accessory structure.

In October of 2012, Interim Use Permit (IUP) #PZ20120034 was issued and authorized Mr. Mesenbring to operate a Home Occupation Business in a detached structure "light to medium diesel repair" on the subject property. The 2012 IUP was approved under Section 152.082 (C)(4) of the Carver County Zoning Code which allows for some business type activities as a home occupation within a detached structure. A Home Occupation was typically limited to the single-family residence and the attached garage. The Zoning Code standards have changed since 2012.

Mr. Mesenbring is requesting a Conditional Use Permit (CUP) to replace the Home Occupation to a Home Extended Business Accessory Use (HEBAU) in order to expand upon the existing repair business by constructing a 42' x 40' (1,680 square-foot) addition onto the existing accessory structure. The addition would include a 42' x 10' (420 square-foot) lean-to for outdoor storage. The structure would be required to meet all applicable MN State Building Code standards. The activity would be allowed pursuant to Section 152.079 (C)(9) of the Carver County Zoning Code.

The primary hours of operation would be (Monday-Friday 8AM-5PM). Mr. Mesenbring is considering hiring a technician, which would bring the total number of employees to two (2), including the owner/operator. The HEBAU standards would allow Mr. Mesenbring a maximum of two (2) employees in addition to family members residing in the home based on parcel acreage. The site plan shows sufficient gravel parking and turnaround areas to the east and south of the structure. The operation appears to meet the standards of the Zoning Code. The Carver County Environmental Services Department has reviewed the request and stated a connection to the existing holding tank would require a compliance inspection, as well as a completed permit application by a licensed Subsurface Sewage Treatment System (SSTS) Professional. The Carver County Public Works Department has reviewed and supports the request. The Benton Town Board supports the request.

ACTION REQUESTED:

A motion to adopt Findings of Fact and issue Order #PZ20220023 for the issuance of a Conditional Use Permit.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Total

\$0.00

FTE IMPACT: None

Related Financial/FTE Comments:

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20220023

RESOLUTION #: 22-07

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

FILE #: PZ20220023

APPLICANT: Todd Mesenbring

OWNER: Todd and Vicky Mesenbring

SITE ADDRESS: 11790 County Road 153 Cologne, MN 55322

PERMIT TYPE: Home Extended Business Accessory Use

PURSUANT TO: County Code, Chapter 152, Sections 152.079 (C)(9)

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 June 21, 2022; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Todd and Vicky Mesenbring own an approximate 4.08-acre parcel located in the Southwest Quarter (SW¼) of Section 3, Benton Township. The property is improved with a house (w/an attached 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, Shoreland Overlay District (Winkler Lake) and the CCWMO (Carver Creek watershed).
2. In October of 2012, Interim Use Permit (IUP) #PZ20120034 was issued and authorized the owner/applicant to operate a Home Occupation Business in a detached structure "light to medium diesel repair" on the subject property. The 2012 IUP was approved under Section 152.082 (C)(4) of the Carver County Zoning Code which allows for some business type activities as a home occupation within a detached structure. A Home Occupation is typically limited to the single-family residence and the attached garage. The Zoning Code standards have changed since 2012.
3. The applicant is requesting a Conditional Use Permit (CUP) to replace the Home Occupation to a Home Extended Business Accessory Use (HEBAU) in order to expand upon the existing repair business, pursuant to Section 152.079 (C)(9) of the Carver County Zoning Code.
4. Mr. Mesenbring is requesting to replace the current IUP with a CUP in order to expand his diesel repair business "shop" by constructing a 42' x 40' (1,680 square-foot) addition onto the existing accessory structure. The addition would include a 42' x 10' (420 square-foot) lean-to for outdoor storage. The applicant repairs small to medium sized tractors and other equipment. Currently, his skid steer, service truck, and compact tractor are being stored outdoors, but would be stored inside the proposed structure in the future or under the lean-to located on the north side the proposed addition. The new addition will feature a 10' x 10' office space. The total accessory structure space, once the proposed addition (w/lean-to) is completed, would total 4,500 square feet. Up to 500 square feet of the proposed addition and lean-to would be utilized for personal storage of garden equipment and firewood. The remaining square footage would be solely for business use.
5. The applicant's narrative (dated: May 25, 2022) states there would not be any changes to the hours of operations (Monday-Friday 8AM-5PM), nor the number of vehicles stored on the property. Mr. Mesenbring would be allowed a maximum of two (2) business related vehicles based on the HEBAU standards based on parcel acreage. He is considering hiring a technician, which would bring the total number of employees to two (2), including the

owner/operator. The HEBAU standards would allow Mr. Mesenbring a maximum of two (2) employees in addition to family members residing in the home based on parcel acreage. The site plan shows sufficient gravel parking and turnaround areas to the east and south of the structure. Based on the nature of the business activity conducted on site, no more than three (3) clients would frequent the site at any one time. The operation appears to meet the standards of the Zoning Code.

6. On June 9, 2022, the application request was reviewed by Mike Mrotz, Senior Environmentalist - Carver County Environmental Services Department. Mr. Mrotz stated the applicant would need to reach out to the Environmental Services Department to determine if a Hazardous Waste Generator's License would be needed for the type of repair services performed.
7. On June 10, 2022, the application request was reviewed by Jack Johanson, Transportation Planner - Carver County Public Works. Mr. Johanson stated that since the business is existing and the proposed expansion does not involve changes to access or setbacks to the roadway, then no additional conditions are warranted.
8. On June 10, 2022, Lori Brinkman, Senior Environmentalist - Carver County Environmental Services Department, reviewed the application request. Ms. Brinkman stated that a connection to the existing holding tank would require a compliance inspection, as well as a completed permit application by a licensed Subsurface Sewage treatment System (SSTS) Professional. A maintenance contract is on file with the Carver County Environmental Services Department.
9. The Benton Town Board reviewed and recommended approval of the request during their May 12, 2022, meeting, without any additional conditions.
10. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of the permit application for a Home Extended Business Accessory Use (Conditional Use Permit). The previous IUP (#PZ20120034) for a Home Occupation detached Structure and CUP (#PZ20060024) for an Oversize Accessory Structure shall be terminated, and the following conditions should be considered part of the permit:

1. The permit is subject to administrative review. The Permittee shall homestead and occupy the property. The accessory building shall be used solely for personal storage and approved business uses. 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 in the timeline of the proposed change as possible.
2. The Home Extended Business Accessory Use (HEBAU) shall substantially operate in accordance with the submitted operational plan (dated: May 25, 2022) and site plan (dated: June 13, 2022). These plans shall be requirements of this permit.
3. Any outside storage in addition to the proposed 42' x 10' covered porch portion on the north side of the accessory structure shall constitute an expansion of the operational area. When applicable, the applicant shall submit a screening plan to the Land Management department for a determination as to whether an application for an amendment or similar consideration is necessary.
4. All appropriate building permits shall be obtained for the existing accessory structure and proposed addition and shall meet the applicable MN State Building Code standards based on the intended use.
5. Permittee shall submit a completed SSTS compliance inspection as well as a completed permit application by a Licensed SSTS Professional for the connection to the existing holding tank.

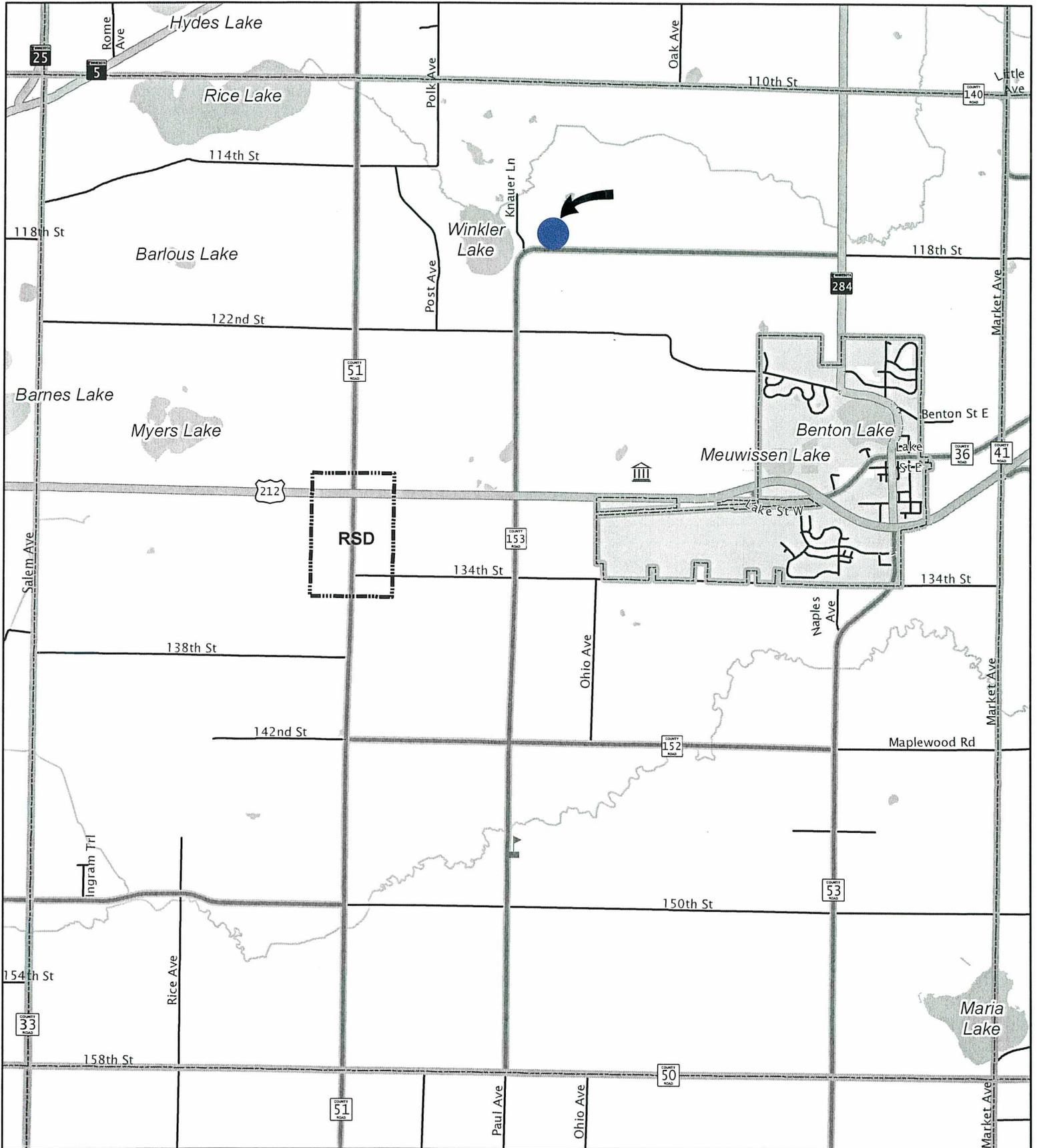
6. The permittee shall contact the Carver County Environmental Services Department to determine if a Hazardous Waste Generator License is required.
7. Permittee shall comply with all road authority (Carver County Public Works Department) access requirements. There shall be no customer parking within County Right-of-Way.
8. The Permittee shall submit Proof of Liability insurance and Workers Compensation insurance to the Land Management Department annually when there are additional employees beyond the owner/operator.
9. 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.

ADOPTED by the Carver County Planning Commission this 21st day of June 2022.


[Scott.Wakefield \(Jun 23, 2022 16:51 CDT\)](#)

Scott Wakefield, Chairman 06/23/22
Carver County Planning Commission

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:

Approval for Tax Forfeit Public Sale

Primary Originating Division/Dept: <u>Property & Financial Services - Property Taxation</u>	Meeting Date: <u>7/12/2022</u>
Contact: <u>Crystal Campos</u> Title: <u>Property Tax Dept Manager</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Several properties in Carver County have forfeited to the State of Minnesota in Trust due to non-payment of delinquent property taxes. In February, the Property Tax Department asked the County Board to approve a non-conservation classification and appraised value for the 25 parcels. Per M.S. 282 all tax forfeiture procedures have been completed and pursuant to forfeiture, all parties who had a legal interest in said parcels were notified of pending tax forfeiture. Minnesota Department of Natural Resources and the applicable city or township have given approval to sell said parcels.

Since February, two parcels were withheld from sale by Governmental Agencies. Seven parcels are not buildable and will be sold at a private sale, also known as a limited land sale. A private sale is where we offer the properties to adjoining landowners by sealed bid. They cannot be purchased by the general public.

Today we are requesting approval to hold a public sale to offer the remaining 16 parcels at public auction. The parcels will be sold to the highest bidder. Attached is the list of parcels that are ready to sell at public auction along with the appraised values approved by the Board in February. This appraised value will be the minimum bid at the auction.

We are requesting County Board approval for the Date and Terms of Sale for the Tax Forfeited Land Sale.

Date: Wednesday, August 17, 2022

Time: 6:00 PM

Place: Carver County Township Hall Conference Room – Government Center, Chaska, Minnesota

Terms of sale and parcel list with minimum bid are attached. If a parcel does not sell at the auction, it will be available for sale starting the morning of August 18, 2022 at the Carver County Property Tax Department. The sale price will be the appraised value listed for the property. We cannot sell any parcel for less than this minimum bid.

ACTION REQUESTED:

Motion to approve attached resolution *AUTHORIZING AND SETTING TIME AND TERMS OF TAX FORFEITED LAND SALE* which sets the time and terms of the tax forfeited land sale.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

<input type="text"/>	<input type="text"/>
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Total **\$0.00**

FTE IMPACT: None

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8484

"EXHIBIT A"
PARCELS TO BE SOLD AT A PUBLIC SALE
BOARD APPROVAL – JULY 12, 2022

PIN	LEGAL DESCRIPTION	Appraised Value/ Minimum Bid
05.0180400*	COMMENCING AT THE SOUTHWEST CORNER OF THE FOLLOWING DESCRIBED PARCEL OF LAND, SITUATED IN SECTION 18, TOWNSHIP 114, RANGE 25, CARVER COUNTY, MINNESOTA. STARTING AT THE SECTION STONE SITUATED AT THE NORTHWEST CORNER OF SECTION 18, TOWNSHIP 114, RANGE 25; THENCE SOUTH ON THE LINE BETWEEN CARVER AND SIBLEY COUNTIES 27 RODS, THENCE DUE EAST 2 RODS TO THE POINT OR PLACE OF BEGINNING, THENCE SOUTH 20 RODS THENCE EAST 16 RODS, THENCE NORTH 20 RODS, THENCE WEST 16 RODS TO THE PLACE OF BEGINNING, SITUATED, LYING AND BEING IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER, SECTION 18, TOWNSHIP 114, RANGE 25; THENCE NORTH ALONG THE WEST LINE OF SAID HEREINABOVE DESCRIBED PARCEL OF LAND A DISTANCE OF 6 RODS TO A POINT; THENCE EAST PARALLEL WITH THE SOUTH LINE OF SAID PARCEL A DISTANCE OF 6 RODS TO A POINT; THENCE SOUTH PARALLEL TO THE WEST LINE OF SAID PARCEL OF LAND A DISTANCE OF 6 RODS; THENCE WEST ALONG THE SOUTH LINE OF SAID ABOVE DESCRIBED PARCEL A DISTANCE OF 6 RODS TO THE POINT OF BEGINNING. SITUATED IN THE NORTHWEST QUARTER OF NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 114, RANGE 25. AND COMMENCING AT THE SOUTHWEST CORNER OF THE FOLLOWING DESCRIBED PARCEL OF LAND, SITUATED IN SECTION 18, TOWNSHIP 114, RANGE 25, CARVER COUNTY, MINNESOTA. STARTING AT THE SECTION STONE SITUATED AT THE NORTHWEST CORNER OF SECTION 18, TOWNSHIP 114, RANGE 25; THENCE SOUTH ON THE LINE BETWEEN CARVER AND SIBLEY COUNTIES 27 RODS, THENCE DUE EAST 2 RODS TO THE PPOINT OR PLACE OF BEGINNING, THENCE SOUTH 20 RODS; THENCE EAST 16 RODS, THENCE NORTH 20 RODS, THENCE WEST 16 RODS TO THE NORTHWEST QUARTER, SECTION 18, TOWNSHIP 114, RANGE 25; THENCE EAST ALONG THE SOUTH LINE OF SAID HEREINABOVE DESCRIBED PARCEL OF LAND A DISTANCE OF 16 RODS TO A POINT; THENCE AT RIGHT ANGLES SOUTH A DISTANCE OF 40 FEET TO A POINT; THENCE AT RIGHT ANGLES WEST PARALLEL WITH THE SAID SOUTH LINE OF SAID PARCEL A DISTANCE OF 16 RODS TO A POINT; THENCE AT RIGHT ANGLES NORTH A DISTANCE OF 40 FEET TO THE POINT OF BEGINNING. *\$146.00	\$12,500
45.0750061	SECTION 28 TOWNSHIP 115 RANGE 026 P/O OUTLOT 4, VILLAGE OF HAMBURG, DESC AS: COMM AT A PT 107.5' SWLY OF NE CORN OUTLOT 4; TH RUNNING ON A LINE OF OUTLOT 4 & LOUISA ST SWLY 118'; TH NWLY 70' TO LINE OF LOT 7 TRUWE'S ADDN; TH NELY ON LINE OF OUTLOT 4 & LOT 7 OF TRUWE'S ADDN 118'; TH SELY 70' TO BEG.	\$2,500
55.0052000*	SECTION 05 TOWNSHIP 116 RANGE 026 P/O NE1/4 SE1/4 DESC AS: COMM AT NE CORN SE1/4 SECT 5 TH S ALONG E LINE SE1/4 588' TH W 191' TO PT OF BEG TH CONT W 108.25' TH S 79' TH E 108.25' TH N 79' TO PT OF BEG *\$2,814.48	\$12,500
55.3500350*	TROPHY LAKES ESTATES IV LOT 1 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500360*	TROPHY LAKES ESTATES IV LOT 2 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500370*	TROPHY LAKES ESTATES IV LOT 3 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500380*	TROPHY LAKES ESTATES IV LOT 4 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500390*	TROPHY LAKES ESTATES IV LOT 5 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500400*	TROPHY LAKES ESTATES IV LOT 6 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500410*	TROPHY LAKES ESTATES IV LOT 7 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500420*	TROPHY LAKES ESTATES IV LOT 8 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500430*	TROPHY LAKES ESTATES IV LOT 9 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500440*	TROPHY LAKES ESTATES IV LOT 10 BLOCK 5 CIC 139 *\$11,485.35	\$2,000
55.3500450*	TROPHY LAKES ESTATES IV LOT 1 BLOCK 6 CIC 139 *\$11,485.35	\$2,000
58.7130030*	LOT 1 BLOCK 2 SERENITY POINTE 2ND ADDITION *\$70.24 *must be sold together with 58.7130040	\$18,000
58.7130040*	LOT 2 BLOCK 2 SERENITY POINTE 2ND ADDITION *\$70.24 *must be sold together with 58.7130030	\$18,000

NOTE: (*) Amount of Special Assessments cancelled because of forfeiture that may be subject to re-assessment.

Special Assessments that were certified to the county after property went tax forfeit will be added to the appraised value creating a new appraised value.

NOTICE OF PUBLIC SALE OF TAX-FORFEITED LANDS

NOTICE IS HEREBY GIVEN that the parcels of land classified as non-conservation and described in the CARVER COUNTY TAX FORFEITED APPRAISAL LIST "Exhibit A" dated July 12, 2022, shall be sold to the highest bidder at public sale for not less than the appraised value as it herein appears. The sale will be governed by the provisions of M.S. 282.01 and by the resolution of the Carver County Board of Commissioners authorizing such sale adopted on the 12th day of July, 2022. The resolution reads as follows:

BE IT RESOLVED by the Carver County Board of Commissioners that each parcel shown on "Exhibit A" attached hereto and made a part hereof be appraised for the amount set opposite the description thereof and that the County Auditor is hereby directed to offer each parcel to the highest bidder, but for not less than the appraised value as approved by the Carver County Board of Commissioners at a prior date, at a public sale commencing at **6:00 pm on Wednesday, August 17, 2022** at the Carver County Government Center in the City of Chaska, Minnesota. Thereafter, any remaining parcels shall be sold at private sale for not less than the appraised value as determined herein. All sales shall be paid for by cash or check. No credit or debit cards will be accepted.

Amounts of special assessments canceled because of forfeiture may be subject to re-assessment.

All parcels shall be sold subject to existing leases, if any, to easements obtained by any governmental subdivision or agency thereof for any public purpose, to easements and restrictions of record at the time of the tax judgment sale, to all existing laws and ordinances and to the condition that the appraised value does not represent a basis for future taxes;

The sale shall continue until all parcels are sold or until the County Board orders a re-appraisal; and,

BE IT FURTHER RESOLVED, that this resolution be filed with the Carver County Auditor and that notice be given in accordance with the statute therefore provided, that the public sale will be held on the 17th day of August, 2022.

Given under my hand and official seal at Chaska, Minnesota, this 12th day of July, 2022.

Crystal Campos, Carver County Auditor

Terms of Sale for Tax-Forfeited Land in Carver County

Auction Registration

Registration for the auction begins at 5:00 pm the day of the auction. You can enter the building at door #1 of the Carver County Government Center. All bidders must register by providing a Driver's License or other acceptable photo ID.

Basic Sale Price

All parcels are offered at public auction and sold to the highest bidder. The minimum bid acceptable is the minimum bid amount shown on the list of tax-forfeited land. The basic sale price is equal to the appraised value or the appraised value plus any extra charges for special assessments levied after forfeiture and for hazardous waste control.

Note: The appraised value DOES NOT represent a basis for future taxes, nor does the purchase price reflect the Taxable Market Value of the Property.

Payment Terms

Payment in full is due at the time of sale.

Checks used for payment of the purchase price must clear the bank before a state deed is ordered. The process for a check to clear a bank can take up to 21 days.

- A deed will not be ordered until check(s) clear the bank (approximately 21 days).
- If a check is returned for insufficient funds, or any other reason as non-negotiable, the sale could be cancelled, and the property may be scheduled for a subsequent public auction at the sole discretion of Carver County.

All participants in the county Sale of Tax Forfeited Land are hereby informed that the County Collection of dishonored checks policy will be strictly enforced. DO NOT BID ON A PROPERTY UNLESS YOU ARE POSITIVE YOU HAVE THE NECESSARY FUNDS AVAILABLE.

ALL SALES ARE FINAL AND NO REFUNDS OR EXCHANGES ARE PERMITTED.

Fees and Costs Due In Addition to the Basic Sale Price

The following fees will be collected at the time of sale.

- Assurance fee of 3% of the purchase price
- State Deed Application fee of \$25.00
- Ag Conservation fee of \$5.00
- Deed Tax calculated on the purchase price
- Recording fee of \$46.00
- Well certificate fee of \$50.00 if applicable
- Torrens fee if applicable
- Expiration of Redemption fee of \$75.00
- Sheriff Fee for Service of Documents of \$110.00

Parcels That Do Not Sell at The Public Auction

Any parcel for which no bid is received during the public sale can be rebid for purchase beginning the next business day, Thursday, August 18, 2022, at the Carver County Property Tax Department. The minimum bid cannot be changed unless the parcel is re-appraised or special assessments are changed by the local government, republished, and offered again at a subsequent public auction.

Property Condition

All property is sold "as is" and may not conform to local building and zoning ordinances.

- The county makes no warranty that the land is "buildable".
- If the property is located in the city, potential purchasers are encouraged to contact the city where the property is located for information about building codes, zoning laws, or other municipal information that affects the property.
- If the property is located in the township, potential purchasers are encouraged to contact Carver County Land Management Department at (952) 361-1820 to discuss zoning code standards.

Special Assessments

Local improvements not yet assessed, and any special assessments levied after forfeiture, but not paid as part of the purchase price at auction, must be assumed by the purchaser. In addition, any remaining balance of cancelled special assessments that existed prior to the tax forfeiture may be reassessed by the local government. It is the responsibility of the prospective purchaser to contact the local government to determine special assessments that may have been cancelled and may be subject to reassessment, and their terms for the payment of such assessments.

*****It is the responsibility of the prospective buyer to contact the local government to determine special assessments that may have been cancelled and may be subject to reassessment, and their terms for payment of such assessments.*****

Please contact the Carver County Property Tax Department at custsvc@co.carver.mn.us or (952) 361-1910 with any questions.

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: July 12, 2022

Resolution No.

Motion by Commissioner:

Seconded by Commissioner:

AUTHORIZING AND SETTING TIME AND TERMS OF TAX FORFEITED LAND SALE

WHEREAS, the Carver County Board of Commissioners has approved a list captioned "Exhibit A", dated July 12, 2022, of lands forfeited pursuant to M.S. 281 and classified as non-conservation lands pursuant to M.S. 282, and has determined that it is advisable to sell said lands and has determined the appraised value thereof;

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners that each parcel shown on "Exhibit A" attached hereto and made a part hereof be appraised for the amount set opposite the description thereof and that the County Auditor is hereby directed to offer each parcel to the highest bidder, but for not less than the appraised value as determined by the Carver County Board of Commissioners at a prior date, at a public sale commencing at **6:00 pm on Wednesday, August 17, 2022** at the Carver County Government Center in the City of Chaska, Minnesota. Thereafter, any remaining parcels shall be sold at private sale for not less than the appraised value as determined herein. All sales shall be paid for by cash or check. No credit or debit cards will be accepted.

Amounts of special assessments cancelled because of forfeiture may be subject to re-assessment.

All parcels shall be sold subject to existing leases, if any, to easement obtained by any governmental subdivision or agency thereof for any public purpose, to easements and restrictions of record at the time of the tax judgment sale, to all existing laws and ordinances and to the condition that the appraised value does not represent a basis for future taxes;

The sale shall continue until all parcels are sold or until the County Board orders a re-appraisal; and,

BE IT FURTHER RESOLVED, that this resolution and appraisal be filed with Carver County Auditor and that notice be given in accordance with the statute therefore provided that the public sale will be held on the **17th day of August, 2022, at 6:00 p.m.**

Dated this _____ day of _____, 2022

YES

ABSENT

NO

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 ___ day of _____, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this ___ day of _____, 2022.

David Hemze, Carver County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval for Tax Forfeit Private ("Limited") Sale

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Several properties in Carver County have forfeited to the State of Minnesota in Trust due to non-payment of delinquent property taxes. Per M.S. 282 all tax forfeiture procedures have been completed and pursuant to forfeiture, all parties who had a legal interest in said parcels were notified of pending tax forfeiture.

There are seven parcels are not buildable or requested by the city to be sold at a private sale. A private sale is also known as a limited land sale. Attached is a list of the parcels. County staff is requesting approval to hold a private sale to offer these parcels to adjoining landowners by sealed bid.

The parcels will be sold to the highest bidder. The appraised values were approved by the Board in February. The appraised value will be the minimum bid for each property. The County cannot sell any parcel for less than this minimum bid.

The following date and time is being requested for a Tax Forfeited Land Private Sale.

Date: Wednesday, August 24, 2022

Time: 10:00 AM

Place: Carver County Township Hall Conference Room – Government Center, Chaska, Minnesota

ACTION REQUESTED:

Motion to approve attached resolution *AUTHORIZING AND SETTING DATE AND TIME* of the tax forfeited land sale to adjoining property owners.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

"EXHIBIT A"
PARCELS TO BE SOLD AT A PRIVATE SALE (to adjoining landowners)
BOARD APPROVAL – JULY 12, 2022

PIN	LEGAL DESCRIPTION	APPRAISED VALUE/ MINIMUM BID
06.0361100	SECTION 36 TOWNSHIP 117 RANGE 026 P/O SE1/4 NE1/4 COMMENCING AT A POST OF WHICH A POST IN THE EAST LINE OF SECTION 36, TOWNSHIP 117, RANGE 26 BEARS EAST 50 LINKS AND OF WHICH THE QUARTER SECTION STONE ON THE EAST LINE OF SECTION 36, TOWNSHIP 117 OF RANGE 26 BEARS SOUTH 7.20 CHAINS; THENCE NORTH 1.80 CHAINS TO A POST; THENCE WEST 2.78 CHAINS TO A POST; THENCE SOUTH 1.80 CHAINS TO A POST; THENCE EAST 2.78 CHAINS TO THE PLACE OF BEGINNING, CONTAINING L/2 ACRE OF LAND AND SITUATED IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 36, TOWNSHIP 117, RANGE 26.	\$2,000
20.0502161	SECTION 18 TOWNSHIP 115 RANGE 023 CITY LOTS OF CARVER BLOCK 075 ALL THAT P/O LOT 5 BLK 143 WHICH LIES WITHIN A STRIP OF LAND 100' WIDE LYING 50' ON EITHER SIDE OF CENTERLINE OF CMSP & PACIFIC RR CO MAIN TRACK AS NOW THERE LAID ACROSS BLK 143	\$100
20.1120210	CARVER BLUFFS WEST: OUTLOT A	\$100
30.4500310	NORTHGATE FIRST ADDITION P/O OUTLOT B DESC AS: LYING E OF NLY EXT OF WLY LINE OF LOT 2 BLK 1 & LYING W OF ELY EXT OF ELY LINE OF LOT 2 BLK 1. FORFEITED 11-14-85 EXC: P-25 CITY OF CHASKA HWY R-O-W PLAT NO 1-FOR HWY 41	\$1
30.6491200	TUSCANY HILLS: OUTLOT P	\$500
30.6970030	OUTLOT A WEST CREEK CORPORATE CENTER ADDITION	\$100
58.0500480	SECTION 14 TOWNSHIP 115 RANGE 026 CITY LOTS OF NORWOOD EAST 57 FT, OF WEST 126 FT. OF BLOCK 5	\$2,000

NOTE: (*) Amount of Special Assessments cancelled because of forfeiture that may be subject to re-assessment.

Special Assessments that were certified to the county after property went tax forfeit will be added to the appraised value creating a new appraised value.

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

Date: July 12, 2022

Resolution No.

Motion by Commissioner:

Seconded by Commissioner:

CARVER COUNTY, MINNESOTA

**AUTHORIZING AND SETTING TIME AND TERMS OF TAX FORFEITED LAND SALE
PRIVATE SALE OF TAX FORFEITED LANDS BY SEALED BID**

WHEREAS, the County Board of Commissioners of the County of Carver, State of Minnesota, desires to offer for sale certain parcels of land that have forfeited to the State of Minnesota for non-payment of taxes; and

WHEREAS, said parcels of land have been reviewed by the County Board of Commissioners and have been appraised by the Carver County Assessor’s Office and classified as non-conservation land as provided for in MN Statutes 282.01.

NOW, THEREFORE, BE IT RESOLVED, the Carver County Board of Commissioners hereby certifies that the following parcels of land have been reviewed and do comply with the provisions of MN Statutes 85.012, 92.461, 282.01. subd. 8 and 282.018, subd. 2 and other statutes that require the withholding of tax forfeited lands from public sale:

- 06.0361100, Classification-Non-Conservation, Minimum Value \$2,000.00
- 20.0502161, Classification-Non-Conservation, Minimum Value \$100.00
- 20.1120210, Classification-Non-Conservation, Minimum Value \$100.00
- 30.4500310, Classification-Non-Conservation, Minimum Value \$1.00
- 30.6491200, Classification-Non-Conservation, Minimum Value \$500.00
- 30.6970030, Classification-Non-Conservation, Minimum Value \$100.00
- 58.0500480, Classification-Non-Conservation, Minimum Value \$2,000.00

The County Board of Commissioners previously certified that the Soil and Water Conservation Board reviewed the above parcels of tax forfeited land and identified any and all non-forested marginal land and wetlands.

BE IT FURTHER RESOLVED, that the Carver County Board of Commissioners hereby approves the private sale of said tax forfeited parcels to an adjoining land owner by sealed bid will be held on the **24th day of August, 2022, at 10:00 a.m.**

Dated this _____ day of _____, 2022

No	ABSENT	YES
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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 ____ day of _____, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this ____ day of _____, 2022.

David Hemze, Carver County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract with Master's Touch for Property Tax Print Vendor Services

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
Consent ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

The County has been using StreamWorks for our current print vendor to mail TNT notices, tax statements and valuation notices. This year after printing our tax statements and valuation notices in March, they notified the County that they will no longer be working with MN counties for printing and mailing TNT notices and tax statements/valuation notices. We need to start the process with a new print vendor by August to make sure we are ready for mailing the TNT Notices in November.

Along with looking for a new company to handle our TNT notice and statement/valuation notice print jobs, we looked for a company who is prepared to handle the new statutorily required insert that goes into effect this fall. The new insert will contain budget information for the county, city and school specific to each parcel. We need a print vendor that is capable of identifying the correct insert to include in each envelope. Finally, County staff looked for a company that can handle electronic notices for taxpayers who wish to go paperless.

After comparing quotes and services from three different companies, County staff is recommending we contract with Master's Touch as our new print vendor for the following reasons:

- Several other MN counties are already using them and recommended them.
- They are already working on test data for the required TNT insert.
- There is no middle man to purchase paper from since they do their own printing of forms and envelopes. We will no longer need to print and pay for an extra paper and envelope stock.
- They have the capability to e-mail the TNT notices, tax statements, and valuation notices to taxpayers that request to go paperless. All maintenance for this process is handled by them, therefore, we do not need staff to manage it. Master's Touch are also willing to add a condition to their agreement that they are willing to pay a penalty if they ever mail late (which has not happened).
- Master's Touch quote was slightly higher than the other two quotes, is comparable to the previous vendor (Streamworks) and is being recommended because of the additional services identified above.

ACTION REQUESTED:

Motion to contract with Master's Touch pending finalization of the contract review process.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

There will be a \$700 discount if we sign by 7/15/2022.

Carver County Board of Commissioners Request for Board Action



Agenda Item:
PEER Award Recognition

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Public Employees Excellence Recognition Program (PEER) is Carver County's annual recognition program to honor hard work and exceptional contributions employees have made during the prior year of service. The PEER Program is designed to allow employees of Carver County to nominate their co-workers for an award for having shown excellence in the areas of Customer Service, Innovation, and Teamwork.

ACTION REQUESTED:

Recognition of PEER Award recipients in the categories of Customer Service, Innovation, and Teamwork; and also a Judge's Choice award.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8495

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Gallup Proposal for Carver County Employee Engagement Program

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Commissioner Udermann has requested consideration of a Gallup consulting proposal to deliver Employee Engagement Program approaches including Gallup Access Workplace Advisory Subscription + Onboarding and Exit. This includes the Gallup Q12 Survey which measures employee engagement.

Gallup Senior Workplace Consultant Steve Bath will present information on Employee Engagement Program elements recommended for Carver County.

The recommended initial investment is for a 3-year timeframe, with the survey process commencing around Q1 2023.

ACTION REQUESTED:

Board direction.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

The County cost of \$62,640 is for a three-year investment. The recommended funding source is the BSA.

Office use only:

RBA 2022 - 8502



June 23, 2022

Building a Culture of Employee Engagement at Carver County

Submitted to:

Matt Udermann
County Commissioner

Carver County

600 E 4Th St
Chaska, MN, 55318
United States

651.605.1162

matt.udermann@co.carver.mn.us

Submitted by:

Steve Bath
Market Leader

Gallup, Inc.

1001 Gallup Drive
Omaha, NE 68102
United States

402-938-6045

Steve_Bath@gallup.com



Engage Your Employees to Create a High-Performance Workplace

Think about your organization. Do you want employees who are just satisfied with their jobs? Or employees who work with a passion every day, stay productive and positive, and feel a connection to your organization?

For decades, organizations worldwide have spent time and money measuring employees' satisfaction and opinions. But most of these surveys have not been the best indicators of a high-performance workplace.

Gallup defines engaged employees as more than simply satisfied — they are highly involved in and enthusiastic about their work and workplace. They are psychological “owners,” drive performance and innovation, and move the organization forward.

Our research proves that when employees are engaged, by Gallup's measures, they exert more discretionary effort on the job, going above and beyond what their role typically requires. **Engaged employees are more productive and more profitable, have fewer safety incidents, are customer-focused and are more likely to withstand temptations to leave their organization.**

To determine how to effectively measure the engagement of, and manage, this type of employee, Gallup conducted many years of research and tested hundreds of survey questions. Based on the research, we established a scientifically proven connection between employee perceptions and business outcomes and learned how organizations could use engagement to create a competitive advantage.

We also discovered that **managers are responsible for 70% of the variance in employee engagement.** Most organizations measure and promote engagement without providing managers with the tools they need to lead their teams well.

To help you measure engagement rather than just satisfaction, Gallup assesses the most important items related to your organization's performance and business outcomes. Then we provide the best-practice advice and learning that you and your managers need to act on those items.

Gallup established a scientifically proven connection between employee perceptions and business outcomes and learned how organizations could use engagement to create a competitive advantage.

BASIC PRINCIPLES OF GALLUP'S EMPLOYEE ENGAGEMENT APPROACH

Employee engagement manifests itself in greater discretionary effort — engaged employees go above and beyond.

Basic human needs must be met in the workplace to develop and engage top performers.

Employee engagement is an intensely local phenomenon; managers account for 70% of variance in employee engagement.

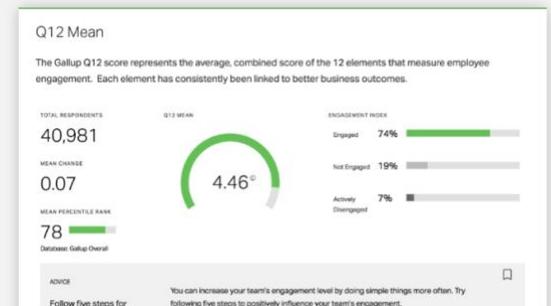
Leaders, managers and team members at all levels must be held accountable for creating, growing and maintaining a culture of engagement.



HOW GALLUP MEASURES EMPLOYEE ENGAGEMENT: THE Q¹²®

Gallup analyzed hundreds of questions from multiple employee surveys with a group of more than 1 million employees. Our goal was to identify the factors common to productive workplaces and to identify the best questions for measuring these factors — questions for which the best performers said “yes” and the rest said “no.”

Traditional employee survey items about pay, bonuses, customers and senior management initially were part of Gallup's engagement survey items. However, Gallup's research indicated that those aspects of the workplace are not primary, essential factors that organizations need to measure and activate on to grow strong workplaces.



Applying long-established research methodologies, we noticed that certain questions and, more importantly, certain wording of questions differentiated high-performing workgroups from low-performing workgroups.

In all, Gallup discovered 12 questions that directly link to business outcomes. These questions form the foundation of our employee engagement program: **Gallup's Q¹² survey** — the 12 items that measure the most important elements of employee engagement.

And, perhaps most important of all, the 12 items are actionable. When workgroups improve their scores on these items, business moves in a positive direction. *Why ask employees hundreds of questions if you can get the most accurate results — and determine clear next steps — by asking only 12?*

With Gallup's Q¹², your HR teams and managers will no longer be overloaded with data that they don't know how to use effectively. The Q¹² is simple, and it works.

GALLUP'S Q¹²

■ Basic Needs ■ Individual Needs ■ Teamwork Needs ■ Growth Needs

Q01 I know what is expected of me at work.

Q02 I have the materials and equipment I need to do my work right.

Q03 At work, I have the opportunity to do what I do best every day.

Q04 In the last seven days, I have received recognition or praise for doing good work.

Q05 My supervisor, or someone at work, seems to care about me as a person.

Q06 There is someone at work who encourages my development.

Q07 At work, my opinions seem to count.

Q08 The mission or purpose of my company makes me feel my job is important.

Q09 My associates or fellow employees are committed to doing quality work.

Q10 I have a best friend at work.

Q11 In the last six months, someone at work has talked to me about my progress.

Q12 This last year, I have had opportunities at work to learn and grow.

Engaged: Employees are highly involved in and enthusiastic about their work and workplace. They are psychological “owners,” drive performance and innovation, and move the organization forward.

Not engaged: Employees are psychologically unattached to their work and company. Because their engagement needs are not being fully met, they’re putting time — but not energy or passion — into their work.

Actively disengaged: Employees aren’t just unhappy at work — they are resentful that their needs aren’t being met and are acting out their unhappiness. Every day, these workers potentially undermine what their engaged coworkers accomplish.

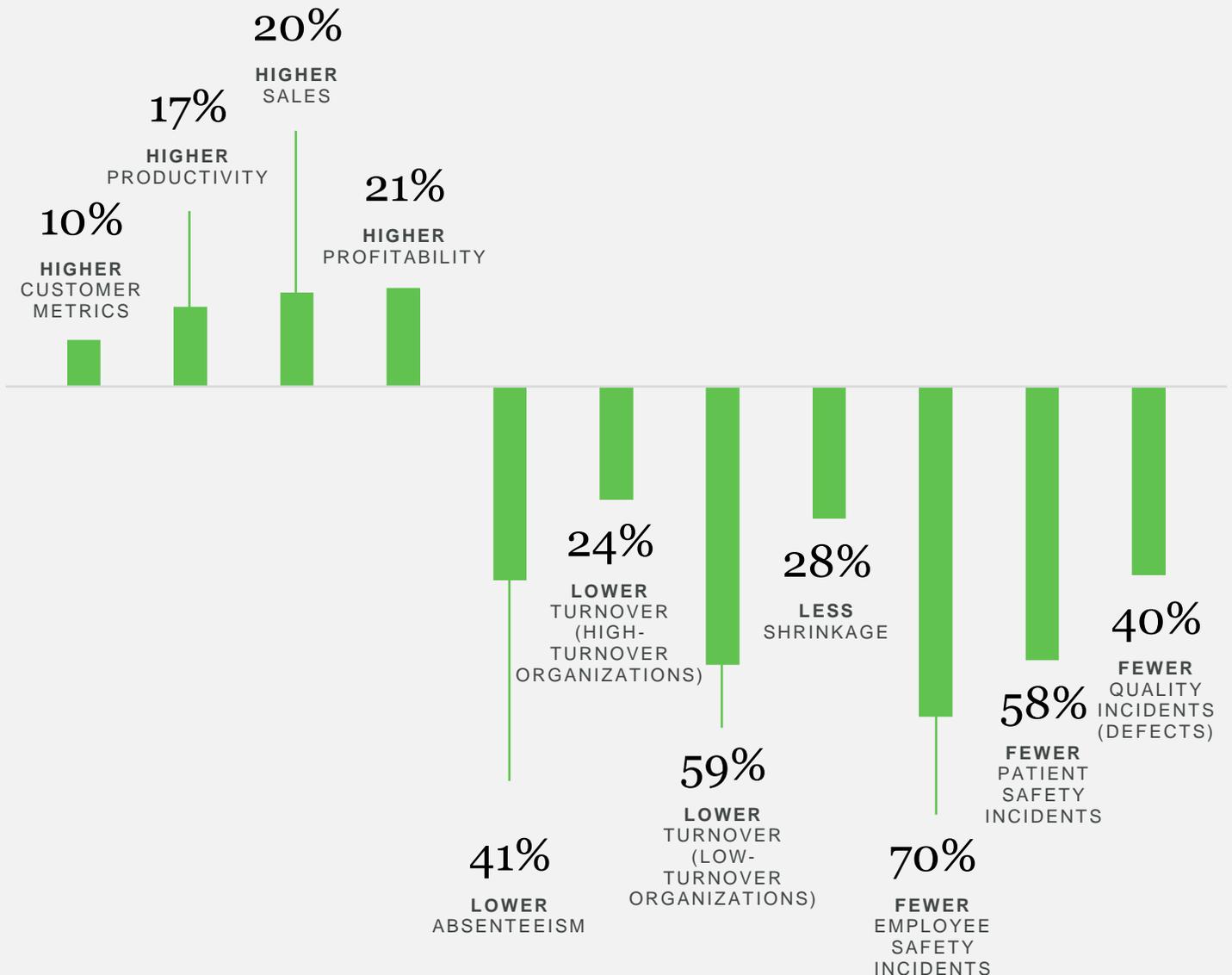
HOW GALLUP KNOWS THE Q¹² TIES TO BUSINESS RESULTS

By studying the Q¹² results of more than 37 million employees across thousands of workgroups in hundreds of industries worldwide, we can quantify significant measurable changes on some of the most important key performance indicators.

When your organization is at a 14:1 ratio of engaged versus actively disengaged workers, you will be in the top engagement quartile of our database. Business units in this quartile have engagement levels — and business results — that you can use as benchmarks and insights to help you set your engagement and business outcome goals.

This graphic shows the effect of high engagement on business outcomes. These are not one-time occurrences that happened with a handful of businesses. These data points represent the millions of work units and thousands of organizations in Gallup's database.

When compared with business units in the bottom quartile of engagement, those in the top quartile realize improvements in the following areas:



A CLOSER LOOK AT GALLUP'S EMPLOYEE ENGAGEMENT DATABASE

Gallup maintains one of the world's most comprehensive databases linking employee engagement to relevant business outcomes, such as retention, productivity, profitability, customer engagement and safety. We also collect information on key workforce demographics, including length of service, function, level, status, for-profit/nonprofit, exempt/nonexempt and union/nonunion.

We update our database annually, which enables our clients to benchmark their organization's employee engagement levels against data* collected from:

12.3 million

EMPLOYEES

1.6 million

WORKGROUPS

1,134

ORGANIZATIONS

7

MAJOR REGIONS: Africa; Asia; Central and South America; Australia, New Zealand, and Oceania; Europe; the Middle East; North America

189

COUNTRIES

17

MAJOR INDUSTRIES

*Data collected from 2013-2017.

GALLUP ACCESS: YOUR ONLINE TOOL FOR BUILDING A CULTURE OF ENGAGEMENT

We know that employee engagement is effective only when it is part of your organization's culture and business strategy. That's why we created Gallup Access.

Gallup Access is a cloud-based system that gives your company access to everything you need to build a culture of engagement — not only our powerful survey engine, but also benchmarked data reporting and best-practice workplace and management advice based on decades of Gallup research.

The platform helps your leaders, HR teams and managers keep engagement front and center by providing a personalized, intuitive dashboard; fast survey results; easy-to-understand reporting; and learning and advice that they can use anytime to develop targeted team conversations.

The screenshot shows the Gallup Access dashboard with the following sections:

- Advice:** A green box with text: "Discuss what your company stands for and how employees fit into it." and "Gallup's research shows that few employees know or understand what their company stands for. But there are actions managers can take to help their employees understand and appreciate what makes their company different from its competitors." with a "LEARN MORE" link.
- My Data:** A white box with a green header. It contains:
 - Employee Engagement:** A green box showing "Mid-Year State of the Team Sur..." with a "Q12 MEAN" of 4.25, "Respondents: 24", "Mean Percentile Rank: 65", and "Change: N/A".
 - Latest Reports:** A table with columns "Report Name" and "Respondents".

Report Name	Respondents
First Quarter Exit Interview	120
Diversity and Inclusion Pulse Survey	40,961
Team Member Engagement Survey	18
Q12 Feedback Survey	21
- My Action Plans:** A white box with a green header. It shows "Active 2", "Complete 1", and "Draft". Below it is a card for "Engaging Discussion in Stand up meetings daily" with "START DATE: Apr 13 2018" and "TIME OPEN: 116 Days".
- Learn:** A white box with a green header and a photo of people in a meeting. Below the photo is a "DOCUMENT" link.
- Team Monitoring:** A white box with a green header. It shows a table for "Teams":

Teams	Active	Complete
Dev Team	2	1
Developer Team	3	1

Discover the features of Gallup Access that will help you make engagement part of your culture:

[SURVEYS](#)

[REPORTING](#)

[LEARN](#)

[ACTION
PLANNING](#)

[ADMINISTRATION
TOOLS](#)

[OTHER
WORKPLACE
SOLUTIONS](#)

[MOBILE
APP](#)

SURVEYS

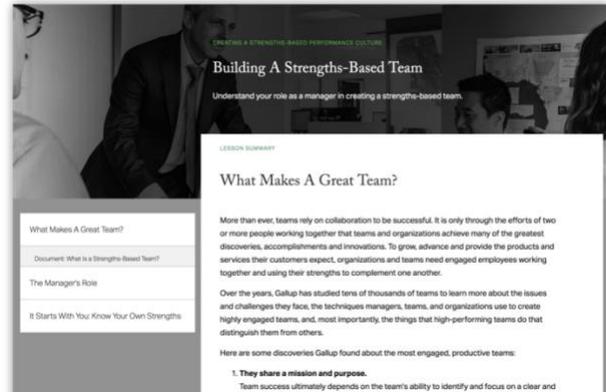
By implementing your surveys through Gallup Access, you will be able to:

- **Set up and send your surveys in minutes.** You'll find there's no steep learning curve for executing surveys through Gallup Access.
- **Use our question bank that includes nearly 200 workplace items that relate to your business performance.** Along with implementing our foundational Q¹² survey, you'll have access to other research-backed employee engagement and workplace questions that you can use in a quick pulse survey anytime.
- **Reduce survey fatigue and get higher response rates.** We design each question with your employees' time and attention in mind — survey questions are short and clear, and completing the Q¹² or pulse surveys takes just minutes. And, with Gallup's trusted name and a clear message about confidentiality on your surveys, your employees will feel confident in giving candid answers. Our clients' average Q¹² response rate is higher than 85%.
- **Choose how you send the survey.** You can upload an email list to send the survey automatically (closed-sample) or create a link to it to send whenever and to whomever you'd like (open-sample).
- **Collect targeted responses.** You can customize your display logic and choose to show specific questions based on individual information.
- **Choose questions in 40 languages.** Use the same questions across your organization internationally.

The screenshot shows the 'Add Survey Item' screen. At the top, there are tabs for 'Gallup Question' and 'Custom Question'. Below that is a search bar labeled 'Search Questions'. A 'Back' button is visible. The main content area is titled 'Q12 Core Questions' and displays two survey items. The first item is highlighted in green and reads 'I have the materials and equipment I need to do my work right.' with a 'Rating' label and an 'ADD' button. The second item is in a grey box and reads 'I know what is expected of me at work.' with a 'Rating' label and an 'ADD' button.

Where do your leadership and management teams go for workplace advice? More than likely they are searching for insights in management books and online articles.

Inside Gallup Access, your company will get all of Gallup's research-backed and proven workplace advice. Your leadership can now all be on the same page, creating the same culture and outcomes — and they won't have to spend their time searching the internet for advice.



With our Learn feature, your leaders, HR teams and managers will:

- **Be empowered to have the right conversations about engagement.** And be able to give more meaningful and motivating feedback to employees.
- **Access videos, how-to content and other resources, all backed by Gallup research.** They can explore advice related to every important workplace topic, including:
 - culture
 - employee engagement
 - employee experience
 - retention and turnover
 - performance
 - CliftonStrengths®
 - management
 - leadership
 - wellbeing
 - team building
 - hiring talent
 - diversity
 - customer engagement
 - absenteeism
 - remote workers

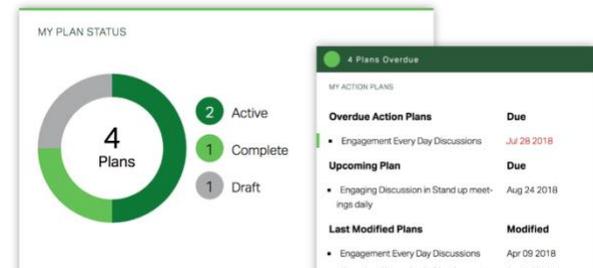
Use our Learn feature to create a culture of learning across the organization with:

- **Role-based content.** You can set up each Gallup Access user to be able to see advice and content relevant to their assigned role.
- **Flexible use.** You can embed learning advice and modules into your action planning.
- **Three-minute videos for quick learning.** Find a range of content to fit your busy schedule.
- **Fresh content.** Our content library expands and updates every week. You'll always get first access to our latest insights.
- **E-learning modules that support learning for all roles.** Benefit from modules created specifically for individuals, managers and leaders.

ACTION PLANNING

We know you don't need another item on your to-do list. You need the right steps to get results. The action planning tools on Gallup Access are designed to help you achieve business and team goals.

You can increase accountability and promote performance outcomes by using our:

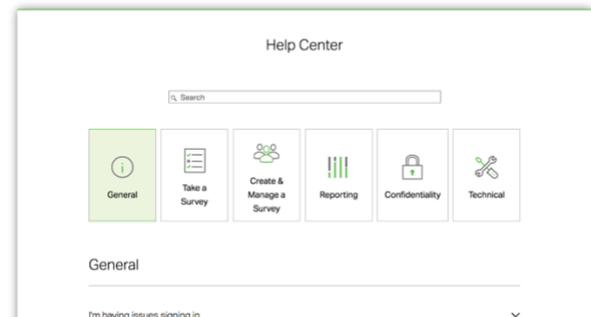


- **Guided questions.** . Use questions that tie your action plan to your team and company goals.
- **Best-practice advice.** Get action planning advice and tips that help you follow through.
- **Embedded learning.** Know exactly what you need to do for each action item on your plan by adding corresponding learning modules and advice.
- **Team monitoring.** Keep track of each employee performance plan and team-level goals.
- **Flexible planning.** Not a one-size-fits-all approach: You can adjust your plan to fit your needs.
- **Progress tracking.** See notifications (in red!) when a deadline is approaching.

ADMINISTRATION TOOLS

Learning how to use new technology can be challenging for some. But we set you up for success, and we will be here to help when you have questions. You will get easy-to-implement tools and our guaranteed support.

Our platform has everything your administrators need to feel confident:

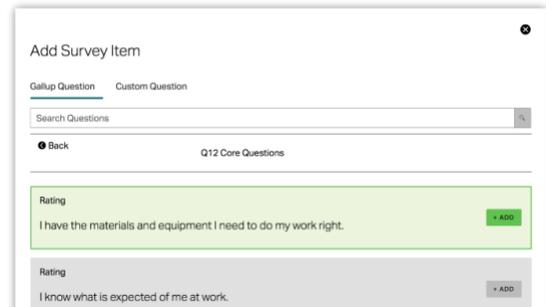


- **No steep learning curve.** Even those new or averse to technology find our platform easy to use.
- **Support from an accessible Gallup team.** Our experts set you up for success during your initial training — and they will continue to be there for you along the way.
- **An intuitive tool suite.** We make it simple for you to manage your platform settings, along with the people and programs in it. You will be able to instantly react to changes in your organization. A few clicks let you set up or modify overall, project and team settings:
 - **Empower managers to view and track their teams.** With flexible team management tools, your managers will feel motivated to view and track their teams' strengths, action plans, reports and participation.
 - **Map individuals and teams to the right roles and privileges.** Quickly adjust permissions for individuals and teams using bulk actions. Add or remove access with the click of a button.
 - **Enable administrators to conveniently help individuals.** Administrators can set privileges to view and troubleshoot others' dashboards.
 - **Get access to help 24/7.** Our help center has robust FAQs, user guides and resources. Client support is just a quick click or call away.
 - **Ongoing implementation support.** You get convenient access to clear implementation guides and video tutorials for new users whenever you need them.
 - **Live chat.** In a hurry? Get a quick answer from a real person.

OTHER WORKPLACE SOLUTIONS

Gallup Access also has our employee experience surveys and insights, as well as our CliftonStrengths assessment and team tools.

You always have the choice to build out your access to include our other workplace solutions when you are ready. We are improving and adding more to the platform every day, so as your business is growing, our platform will too, and we'll be ready for your next need.

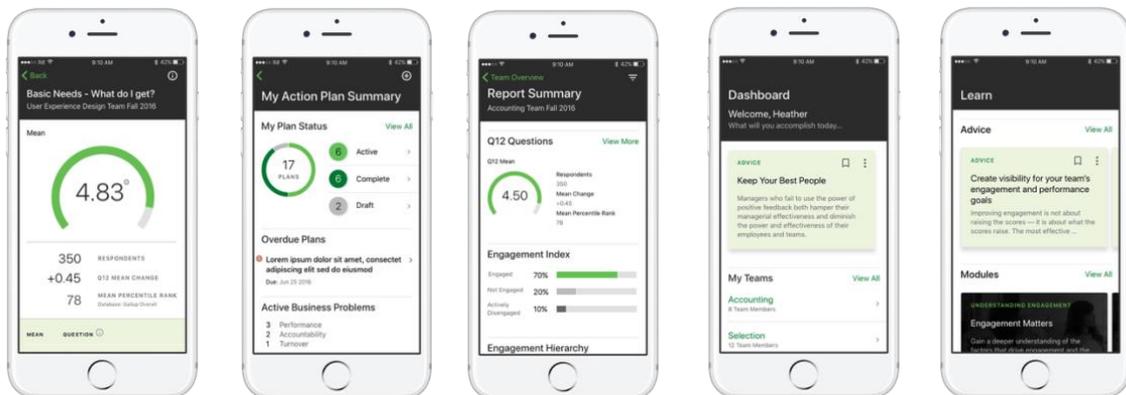


GALLUP ACCESS MOBILE APP

The Gallup Access mobile app lets leaders easily review survey results or create and share engagement plans with their teams while they are traveling, in all-day meetings or studying before bed to get ahead for the next day.

With the app, leaders can:

- view engagement results and make comparisons with Gallup's world-class database
- browse articles, learning tools and resources, videos, and podcasts
- create focused engagement plans and action plan reports for teams
- access teams' strengths and discover more about employees' unique talents
- monitor action plans to ensure that teams stay on track
- learn more about best practices for improving engagement



FOUR KEY BENEFITS OF GALLUP'S EMPLOYEE ENGAGEMENT APPROACH

Manage your company's employee engagement with Gallup to experience the benefits of our approach.

SIMPLICITY

The easier a program is to implement and base actions on, the more likely employees will participate. Keep your engagement process simple by minimizing the number of questions on your surveys and offering time-tested, strategic education that ensures success when discussing engagement survey results, as well as planning and implementing your next steps.

Because the 12 elements of engagement on the Q¹² survey can measure the strength of your workplace, Gallup's approach allows your managers to focus on the most important factors of engagement. They can immediately begin to increase workgroup engagement and, as a result, improve your organization's business outcomes.

SUSTAINABILITY

Employee engagement is an essential business metric that can help predict your company's financial performance. Adopting an effective employee engagement program is necessary for successfully winning in today's competitive marketplace. It also has become an expectation from analysts, shareholders and boards.

We developed our engagement program with sustainability in mind by providing managers and leaders with the necessary tools and knowledge for maximizing performance through a combination of measurement, reporting, education and strategic intervention recommendations.

SPEED

Workplaces are changing constantly, and you need data and feedback that is relevant and moves as fast as you do. Gallup's approach of offering standard and additional survey items, all through an easy-to-use online platform, reduces the amount of time from measurement to improvement.

Programs that take months to provide workgroup-level data are destined to lose commitment and fail. Your managers view "speed" as the time between when they took the survey and when they see their own data. Gallup's process is simply the fastest and highest-quality method for delivering accurate team reports.

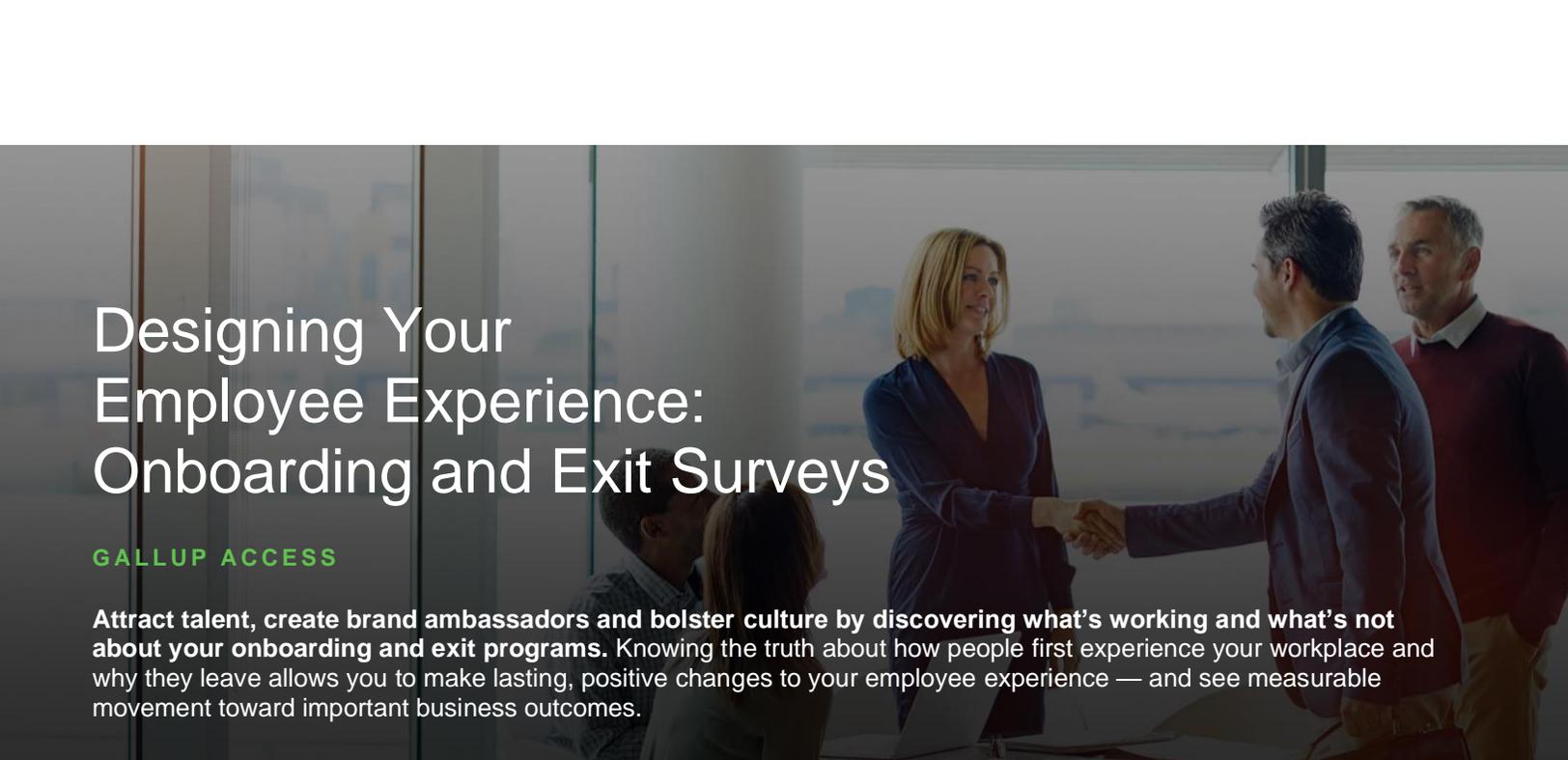
ACCURACY

You will never have to wonder if your survey results are "true" or if they make a difference. All of our survey questions are based on decades of survey research methodology and tedious attention to detail.

We also have studied millions of managers and organizations worldwide. And we know what the best do to build engaged workplaces. Our advice on Gallup Access is proven to improve your team and organizational engagement and performance.

ARE YOU READY TO INCREASE ENGAGEMENT AND PRODUCTIVITY?

We look forward to working with you and helping you achieve extraordinary results.



Designing Your Employee Experience: Onboarding and Exit Surveys

GALLUP ACCESS

Attract talent, create brand ambassadors and bolster culture by discovering what's working and what's not about your onboarding and exit programs. Knowing the truth about how people first experience your workplace and why they leave allows you to make lasting, positive changes to your employee experience — and see measurable movement toward important business outcomes.

The Employee Experience

The employee experience encompasses the entire journey an employee takes with their organization. It includes all of the interactions an employee has with the organization throughout the employee life cycle — seven critical stages during which organizations have the most influence on the employee experience.

It also includes relatively constant aspects of the employee experience shaped by employees' relationships with their manager, the clarity of their role, the value they bring to their team, their workspace and their wellbeing. These key experiences shape organizational culture.

Two Naturally Linked Stages of the Employee Life Cycle: Onboard and Depart

Gallup has identified the seven stages of the employee life cycle that employers need to get right. They capture the most significant employee-employer interactions.

Two stages are unavoidably linked: onboard and depart. The unique experiences of new hires and exiting employees not only influence those individuals, but they also express “who we are” and “what we care about” to others, both inside and outside an organization.

Get these two stages right, and your culture and talent development strategies will be primed for success.

ONBOARD: AFFIRM THE DECISION

Give new employees a strong start — so they want to stay. Organizations that achieve world-class onboarding programs have a competitive differentiator.

Onboarding is the first time your new employees experience your employee value proposition in action. It's no longer a claim being made to a candidate — it's your promises being lived out day to day through your culture. Your onboarding program needs to deliver on your company's brand promise to new employees and lay a positive foundation for the rest of the employee experience.

Gallup's onboarding survey and analytics will:

1 reveal if you're answering new employees' five most important onboarding questions:

- What do we believe in around here?
- What are my strengths?
- What is my role?
- Who are my partners?
- What does my future here look like?

2 discover how new employees feel about their role, team, manager and organizational culture throughout their first full year

3 identify which kinds of conversations your managers and teams should be having to improve the employee experience

Compared with employees who rated their onboarding process a 4 or below, employees who strongly agree the onboarding process for their new job was exceptional are:

2.8x

as likely to say they have the best possible job

3.3x

as likely to say their job is as good, or better, than expected

DEPART: PROVIDE A POSITIVE EXIT EXPERIENCE

Get the real story. And prevent it from happening again. Your company can prevent stars from leaving by studying why those before them left. Employees often tell their companies that “pay” or “time for a change” is their reason for leaving. But is there more to the story?

Gallup's exit survey will help your exiting employees feel safe giving candid responses so you can unearth their motivators for moving on and make changes to retain your top employees. An excellent exit program generates proud “alumni” — brand ambassadors who can pay long-term dividends for your talent strategy.

Gallup's exit survey and analytics will help you:

- determine how to reduce unwanted turnover
- create brand ambassadors by making your departing employees feel heard
- discover what your competitors are offering your employees
- analyze exit interview data from across your organization and trend it over time
- understand the employee experience at your organization

24%

EXTREMELY SATISFIED
Less than one-fourth of employees **(24%) are extremely satisfied** with how their organization handled their exit process.

Choose from 50 exit questions covering the following topics:

- reasons for leaving
- employee engagement
- team dynamics
- pay, benefits and recognition
- manager and performance development
- job fit
- culture and identity
- leadership
- work-life balance
- growth and development
- overall experience

Gallup Access Workplace Advisory Survey Subscription

The subscription includes Gallup's web-based Workplace survey platform. This subscription includes survey platform access with unlimited ad hoc Pulse capability through the term of the contract.

Platform Features

- Unlimited employee surveys for one year.
 - Q¹²® survey questions.
 - Additional Gallup-validated questions and indices.
- Web only.
- Field period determined by Client.
- Survey set-up, management, distribution of survey links, creating the reporting structure and reading results.
 - Additional survey liaison or consulting support can be purchased as needed.
 - Coding, synthesis, or analysis of open-ended survey items would require additional consulting time.
 - Reporting provided based on client set-up of variables.
 - Manager-level report viewing security.
- Reporting tools
 - Report Exports (ability to export report to pdf, PowerPoint, and Excel).
 - Heat Map (ability to compare results of multiple teams and variables).
 - Dynamic Recommendations (receive high and low-ranking question recommendations).
 - Advanced Data Tool (ability to analyze and cut data by multiple variables in real time).
 - Text Analytics (ability to get sentiment and topic analysis of open-ended responses).
 - Reporting Configuration (ability to customize reporting views for your organization).
 - Organizational Analytics Tool (ability to use enhanced data visualizations to compare engagement results across the organization).
- Unlimited manager access to learning and advice resources.
- Unlimited use of the action planning and team monitoring tools.
- Unlimited use of companion mobile app.
- For organizations less than 5,000 employees:
 - 5 System Administrator seats include the following functionality:
 - Ability to add and manage overall system users.
 - Ability to create and administer surveys.
 - Ability to manipulate survey data at the overall client level.
 - 5 Survey Creator seats (ability to create and administer surveys).
 - 5 Advanced Data User seats (ability to manipulate survey data at the overall client level).
- For organizations greater than or equal to 5,000 employees:
 - 50 System Administrator* seats as default that include the following functionality:
 - Ability to add and manage overall system users.
 - Ability to create and administer surveys.
 - Ability to manipulate survey data at the overall client level.
 - 50 Survey Creator* seats as default (ability to create and administer surveys).
 - 50 Advanced Data User* seats as default (ability to manipulate survey data at the overall client level).

*Additional System Administrator, Survey Creator, Advanced Data User seats can be added upon consultation with your Gallup partner.

- Unlimited standard system-level roles, includes the following roles:
 - Project Administrator (ability to edit and manage survey projects).
 - Manager/Delegate (ability to view and manage team reports, action plans and learning).
 - Individual (ability to view and manage action plans and learning).
- Additional custom roles can be configured with Gallup implementation and consulting support.
- Technical (Help Desk) Support.
- English is the default language for survey questions and communications -- with the option to use other languages already programmed in Gallup Access. Gallup Access provides translations for multiple languages for standard survey text (Q¹²® survey questions and communications – invitation and reminder).
- Client will be responsible for survey translation of custom text areas. Custom text includes 1) survey title, 2) survey introduction text, 3) customized survey invitation, 4) customized survey reminder, 5) custom survey questions (not Gallup-validated questions and indices), and 6) reporting groups.
- Gallup Access provides machine-automated translations into English for languages identified and available through Amazon Web Services. This is available as part of the Text Analytics tool, included in data visualizations and exports. Raw responses are shown exactly as written in all standard reporting.
- Single sign-on capabilities.

Advisory Touchpoints

- A kick-off call in the first year of implementation and project timeline using the client's desired field date or reporting date as the central point of reference to launch the program with milestones to track progress.
- An annual reflection and planning call in subsequent years to assess wins and opportunities from prior administrations and determine action plans for upcoming administrations.
- Development of a best-practice communication strategy to determine target audiences and assist with messaging, sharing Gallup's communication guide and pre-/post-survey examples.
- Regular connections with a Gallup expert to:
 - Advise on questionnaire design and variable inclusion using Gallup-validated questions and indices for maximized analytics.
 - Stay up to date on the latest features.
 - Integrate workplace insights.
 - Empower managers.
 - Develop ongoing pulse strategies.
- Implementation support from a Gallup expert for executing one annual survey process, including:
 - Questionnaire, standard invite and reminder programming with quality checks.
 - Respondent list checking, cleaning, and verification for accuracy.
 - Administration of the survey field period (launch, reminder, closure) with participation monitoring and reporting.
 - Configuration of roles for results rollout within the platform.
 - Importing translations for non-standard questions.

- Manager demo webinar, which can be recorded, for up to 100 managers (one included for organizations with less than 5,000 employees; two included for organizations with 5,000 employees or more), helping managers understand their personalized team insights and use Gallup Access action planning and resources to facilitate meaningful conversations.

Exit Interviewing and Onboarding Survey Functionality

- Additional Gallup-validated questions on the following Employee Experiences:
 - Onboarding
 - Exit
- Ability to use custom questions
- Closed-sample survey capability
- Skip pattern functionality
- Ongoing, near real-time data collection and reporting
- Standard online reporting
- Reporting provided based on client set-up
- Survey set-up, management, distribution of surveys, creating the reporting groups, creating the respondent list, and reading results managed 100% by client.
 - Additional survey project support, reporting or consulting can be purchased as needed
- Includes survey platform access for 12 months with unlimited ad hoc Pulse capability

EMPLOYEE ENGAGEMENT PROGRAM DELIVERABLES

Year 1

Gallup Access Workplace Advisory Subscription + Onboarding and Exit

- For 800 employees.

Year 2

Gallup Access Workplace Advisory Subscription + Onboarding and Exit

- For 800 employees.

Year 3

Gallup Access Workplace Advisory Subscription + Onboarding and Exit

- For 800 employees.

Investment Summary

Year 1	Orig. Price	Final Price
<ul style="list-style-type: none">800 - Gallup Access Workplace Advisory Subscription + Onboarding and Exit	<i>\$23,200.00</i>	\$20,880.00
Year 1 Sub-total:		\$20,880.00
Year 2	Orig. Price	Final Price
<ul style="list-style-type: none">800 - Gallup Access Workplace Advisory Subscription + Onboarding and Exit	<i>\$23,200.00</i>	\$20,880.00
Year 2 Sub-total:		\$20,880.00
Year 3	Orig. Price	Final Price
<ul style="list-style-type: none">800 - Gallup Access Workplace Advisory Subscription + Onboarding and Exit	<i>\$23,200.00</i>	\$20,880.00
Year 3 Sub-total:		\$20,880.00
TOTAL:		\$62,640.00

Terms and Conditions

The terms and pricing of this proposal are fixed for 60 days following the date of proposal submission. Gallup reserves the right to revisit the terms and pricing of this offer should more than 60 days pass before both parties sign a final contract.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Appoint Ryan Johnson as Interim County Assessor

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Regular Session

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The County Assessor, Mark Meilii, has accepted a new position at Ramsey County and his last day at Carver County will be July 15th, 2022.

County staff is recommending that Ryan Johnson, Assistant County Assessor, be appointed as the interim County Assessor until a new County Assessor is hired.

ACTION REQUESTED:

Motion to appoint Ryan Johnson as the interim County Assessor.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8503

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Historical Society Request - Andrew Peterson Farm

Primary Originating Division/Dept: <input type="text" value="Public Services"/>	Meeting Date: <input type="text" value="7/12/2022"/>
Contact: <input type="text" value="Nick Koktavý"/> Title: <input type="text" value="Assistant County Administrator"/>	Item Type: <input type="text" value="Work Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Wendy Biorn"/> Title: <input type="text" value="Historical Society Executive Direc"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

At the March 15, 2022 County Board Meeting, the Board allocated \$500,000 of BSA Funding towards the Andrew Peterson Farmstead rehabilitation. Funds broken down as: \$144,757 towards the Jeffris Family Foundation Challenge Grant and up to \$355,243 to be reserved from BSA allocation towards improvements at the Farmstead. As part of the motion, the projects funded with the \$355,243 in funds need to be reviewed by the County Board at a Work Session.

The Historical Society has developed a list of projects and will present these at the July 12 work session. This includes granary restoration, handicapped ramps, interpretive center (middle barn) stabilization, handicapped restrooms, lighting along driveway, and funds reserved towards a parking lot.

ACTION REQUESTED:

Provide input on proposed Andrew Peterson Farmstead projects.

FISCAL IMPACT: <input type="text" value="Other"/> <p><i>If "Other", specify:</i> <input type="text" value="BSA Funds"/></p>	FUNDING County Dollars = <input type="text" value="\$355,243.00"/> <hr/> Total <input type="text" value="\$355,243.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

BSA funds allocated towards Andrew Peterson Farmstead rehabilitation: \$500,000. The current balance, after the Jeffris Challenge Grant distribution, is \$355,243.

Office use only:

RBA 2022 - 8465

Carver County Board of Commissioners Request for Board Action



Agenda Item:
MICA Legislative Update

Primary Originating Division/Dept: Administration (County)

Meeting Date: 7/12/2022

Contact: Dave Hemze Title: County Administrator

Item Type:
Work Session

Amount of Time Requested: 40 minutes

Attachments: Yes No

Presenter: Matt Massman Title: MICA Executive Director

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

BACKGROUND/JUSTIFICATION:

Matt Massman (MICA Executive Director) along with Steve Novak (Transportation Liaison), Nancy Silesky (Health & Human Services Liaison), and Carli Stark (Corrections and Public Safety Liaison) will present a legislative update.

ACTION REQUESTED:

Information only.

FISCAL IMPACT: None
If "Other", specify:

FUNDING
County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8429