



CARVER COUNTY

minnesota

Carver County Board of Commissioners September 20, 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
- 2. Agenda review and adoption
- 3. Approve minutes of September 6, 2022, Regular Session 1-4
- 4. Community Announcements
- 9:20 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy, and livable communities*
- 5.1 Professional Service Agreement with YMCA of the North – Communities of Belonging 5
- 5.2 Out of State Travel Approval..... 6

- 5.3 Approval to Make Offers for Necessary Right of Way Acquisitions for the Highway 41 Bridge Project..... 7-10
- 5.4 Approval to Make Offers for Necessary Right of Way Acquisitions for the Highway 50 Project - East Hamburg Area..... 11-14

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

- 5.5 Application for 2022-2023 renewal of Liquor Licenses 15-17

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

- 5.6 Request to increase License Center staffing..... 18-19
- 5.7 Approval to hire .175 Law Clerk..... 20-21

Customer service: Continue the County’s delivery of high value, timely service and support

- 5.8 Professional Service Agreement with Credible Behavioral Health, Inc... 22
- 5.9 Contract with Metro West Inspection Services, Inc. 23

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

- 5.10 Review Health & Human Services and Commissioner Warrants..... NO ATT

9:20 a.m. **6. County Administrator Report**

9:25 a.m. **ADJOURN REGULAR SESSION**

David Hemze
County Administrator

UPCOMING MEETINGS

- September 27, 2022 9:00 a.m. Board Work Session
- October 4, 2022 9:00 a.m. Board Meeting
- October 4, 2022 12:30 p.m. Lake Waconia Regional Park Waterfront Service Center Groundbreaking
- October 11, 2022 No Board Meeting
- October 18, 2022 9:00 a.m. Board Meeting
- October 25, 2022 9:00 Board Work Session

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A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on September 6, 2022. Chair Gayle Degler convened the session at 9:10 a.m.

Members present: Gayle Degler, Chair, John P. Fahey, Vice Chair, Tim Lynch, Matt Udermann and Tom Workman.

Members absent: None.

Under public comments, Mitch Michaelson, Chaska, raised his concerns when applying for a conditional use permit and making changes to an established business. He stated his concern was related to the process and how decisions are made. He asked the Board to consider ways to make it better for future applicants.

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

Fahey moved, Lynch seconded, to approve the minutes of the August 16, 2022, Regular Session. Motion carried unanimously.

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

Authorized Kelly Miller and Brady VandeBerghe to attend the 2022 International Association of Emergency Managers Conference in Savannah, GA from November 13-17th.

Resolution #69-22, Awarding of the Flying Cloud Dr. Outlet and Channel Restoration Project, Carver County Contract 22-350, Project #128712.

Approved the deletion of 1.0 FTE School Linked Therapist and add 1.0 FTE Anicca Therapist and related HH&S budget amendment.

Contract with NCIC Inmate Communications to provide secure inmate telephone services in the Carver County Jail.

Resolution #70-22, To Adopt the County Roadway Safety Plan 2022 Action Plan Amendment.

Resolution #71-22, Support for Safe Streets and Roads for all Discretionary Grant Application for the Highway 40 Minnesota River Valley Safety Project.

Authorized Parks staff to issue Special Event Use Permits to St. John's Lutheran School of NYA, We Walk Speed Walking Club, Minnesota GOP, and Minnetonka Community Education for the special events planned on County park and trail properties as outlined.

Appointed Tenley Rutledge to the Carver County Library Board to fill the youth appointment.

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Authorized a letter of support for Hennepin County's 2022 Bridge Investment Program application to replace Bridge #27542 on Pioneer Trail over the Minnesota River Bluffs Regional Trail in Eden Prairie.

Approved out of state travel for Angie Stenson to attend the Minnesota Transportation Alliance Annual Fly-in event in Washington DC taking place September 20-22nd.

Adopted the Findings of Fact and issue Order #PZ20220035 for the issuance of a Conditional Use Permit, Crown College, Laketown Township.

Contract with Hiller Commercial Flooring pending finalization of the contract review process.

Reviewed August 23 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$227,937.61; reviewed August 30, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$634,556.07, and reviewed September 6, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$238,524.43

Motion carried unanimously.

Lyndon Robjnt, Public Works, requested the Board adopt Resolutions to make offers to the impacted property owners related to the Highway 10 and Highway 24 projects. He noted the need to acquire additional right of way for drainage easements

Fahey offered the following Resolution, seconded by Workman:

Resolution #72-22
Authorizing Offers of Just Compensation to Owners for Acquisition of
Real Property Interests Needed for the Highway 10 Project-North Watertown

On vote taken, Degler, Fahey, Udermann, Workman voted aye. Lynch abstained due to a potential conflict of interest.

Fahey offered the following Resolution, seconded by Udermann

Resolution #73-22
Authorizing Offers of Just Compensation to Owners for Acquisition of
Real Property Interested Needed for the Highway 24 Project

On vote taken, Degler, Fahey, Udermann, Workman voted aye. Lynch abstained due to a potential conflict of interest.

Julie Frick, CDA Director, requested the Board adopt a Resolution to approve the CDA 2023 budget and levy. She reviewed the history of the CDA, their budget process and mission statement. Frick stated they focus on housing, community and economic development and promoting tourism in the County. She identified the location of CDA properties and their new programs and projects.

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Karen Reed, CDA Finance Director, explained their 4.6% levy request and tax impact to an average value home. She identified their funding sources and highlighted major spending categories.

Lynch offered the following Resolution, seconded by Udermann:

Resolution #74-22
Approving the 2023 Proposed Budget and Payable 2023 Tax
Levy of the Carver County Community Development Agency and
Certifying said Levy to the County Auditor

On vote taken, all voted aye.

Dave Hemze, County Administrator, requested the Board set the County's 2023 preliminary levy and budget. He noted the planning process that started with the strategic planning retreat in spring. He pointed out the key challenges they were facing in 2023 and where tax dollars are spent.

Dave Frischmon, Finance, summarized the year end savings balance and net changes. He noted the potential to lower the cash flow percentage for next year's operating budget. He pointed out increased utility costs and other negative budget impacts to date.

He explained overall tax base trends and average value increases to homes, commercial and ag properties, noting value increases will shift tax burden to residential. He highlighted the last four-year levy increases, county wide levy adjustments and levy funded FTEs. Frischmon pointed out 2023 county wide levy adjustments, vacancy savings and State County Program aid. He noted County Program aid has been an ongoing variable. He explained Division levy adjustments, proposed 2023 capital projects and funding for one-time projects.

Frischmon reviewed allocations to date from the budget stabilization account and the remaining 4.6 million from the federal allocation. He noted the Administrator's recommendation to reserve the 4.6 million for future contingencies.

He pointed out the tax impact to an average value home and proposed other metro county tax increases. Frischmon stated they were recommending a 4.9% levy increase and 3.8% tax increase. He noted adjustments that would need to be made to lower the 4.9% tax levy increase.

Frischmon indicated the truth in taxation public hearing would be held on December 1st, with final budget adoption on December 13th. He stated they would also be updating the long-term financial plan.

Lynch moved, Workman seconded, to approve \$65,643,855 preliminary 2023 tax levy and \$134,011,288 2023 budget and set a December 1, 2022, budget public hearing at 6:00 p.m. Degler, Fahey, Lynch, Workman voted aye. Udermann voted nay. Motion carried.

The Board discussed the Administrator's recommendation to reserve the 4.6 million in BSA funds for future contingencies and the requests for these funds from various groups. Hemze noted these requests could be reconsidered in the future.

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Lynch moved, Fahey seconded, to reserve the 4.6 million Covid 19 budget stabilization account for future contingencies. Degler, Fahey, Lynch voted aye. Udermann, Workman voted nay. Motion carried.

Paul Moline, Planning & Water Management, requested the Board set the 2023 Water Management Organization levy. He reviewed the process to set the preliminary levy that started by asking the communities for projects. He identified the areas of the County covered by the WMO. He explained they were asking for an increase of \$45,806 from 2022 and identified where levy dollars would be distributed. Moline reviewed cost share requests they received from the cities of Chaska, Waconia and Watertown.

He identified budget changes in the areas of operations and project requests and pointed out the estimated impact to an average value residential home.

Udermann moved, Lynch seconded, to set the 2023 preliminary Carver County Water Management Organization Levy at \$894,064. Motion carried unanimously.

Lynch moved, Fahey seconded, to recess as the County Board and convene as the Carver County Regional Rail Authority. Motion carried unanimously.

Lydon Robjent, Public Works, requested the Rail Authority set their 2023 preliminary levy and budget. He pointed out the corridors within the County and funds needed for the maintenance of those trails. Robjent noted they were not asking for an increase this year.

Udermann moved, Workman seconded, to approve setting the Carver County Regional Rail 2023 preliminary tax levy of \$199,000 and 2023 budget of \$201,000. Motion carried unanimously.

Udermann moved, Lynch seconded, to adjourn as the Carver County Regional Rail Authority and reconvene as the County Board. Motion carried unanimously.

Udermann moved, Workman seconded, to go in to closed session under Minn. Stat. § 13D.05, Subd. 3(c)(Par. 2-3) to consider appraisal data classified as confidential data on individuals or protected nonpublic data and to consider offers for the purchase, of vacant land without a street address located at County Road 140, Dahlgren Township and identified by tax property identification numbers 040051200 and 040080600. Motion carried unanimously.

The Board adjourned the closed and Regular Session at 11:55 a.m.

David Hemze
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Service Agreement with YMCA of the North - Communities of Belonging

Primary Originating Division/Dept: Health & Human Services - Public Health

Meeting Date: 9/20/2022

Contact: Richard Scott Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County Public Health intends to purchase services from the YMCA to provide consultation and training sessions to work with up to eight (8) local Carver County partner communities to cultivate and support their "Communities of Belonging" initiatives, focusing on the needs and interests of each community. These services will include gathering information, soliciting community input, and providing comprehensive learning sessions to increase awareness and discovery of sustainable strategies for each to increase their culture of "belonging."

The Communities of Belonging (COB) Initiative works with communities in the county by collaborating and engaging with those interested and ready in making the necessary changes to achieve success in being an inclusive community that welcomes "all." COB is an outgrowth of the county's health improvement plan, which is designed to improve the overall health of Carver County. The concept of a community of belonging is not "one size fits all." Rather, each community will determine its own path forward with their initiative. This Professional Service Agreement (PSA), with the YMCA of the North, provides one option to communities for their COB efforts.

Approved MDH Grant funding will be used to cover the costs not to exceed \$25,000 associated with this PSA. No County tax levy will be used. This PSA has routed through the internal contract review process and was fully approved in August 2022.

ACTION REQUESTED:

Motion to approve the Professional Service Agreement with YMCA of the North, not to exceed \$25,000.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars = \$0.00

MDH Grant Funding \$25,000.00

Total \$25,000.00

FTE IMPACT: None

Related Financial/FTE Comments:

Payments to be made for services rendered not to exceed \$25,000. MDH Grant funding will be used to cover costs associated with this PSA. No County tax levy will be used.

Office use only:

RBA 2022 - 8587

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Out of State Travel Approval

Primary Originating Division/Dept: <input type="text" value="Attorney"/>	Meeting Date: <input type="text" value="9/20/2022"/>
Contact: <input type="text" value="Mark Metz"/> Title: <input type="text" value="County Attorney"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County Attorney Mark Metz will be attending a national arson conference in Chandler, Arizona from October 17-19, 2022. The National District Attorneys Association and the Bureau of Alcohol, Tobacco, Firearms and Explosives will provide an arson/explosive training designed specifically for prosecutors. This training will focus on the arson investigation and crime scene, the interplay between arson and other crimes, and will review available federal resources. It will also focus on legal strategies and considerations to help ensure the successful prosecution of these complex cases. Attorneys are required to obtain continuing legal education credits every three years to maintain their attorney license.

ACTION REQUESTED:

Motion to approve out-of-state travel for County Attorney, Mark Metz.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
<i>If "Other", specify:</i> <input type="text"/>	County Dollars = <input type="text" value="\$1,767.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$1,767.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

Forfeiture Funds will be used to cover the travel expenses which are estimated at \$1,767.00 (Conference Fees \$575; Flight \$487; Hotel \$505; Meals and Incidentals \$200).

Office use only:

RBA 2022 - 8588

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to Make Offers for Necessary Right of Way Acquisitions for the Highway 41 Bridge Project

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/20/2022"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Senior Right of Way Agent"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

The 2023 construction season includes the replacement of the bridge on County Highway 41 over Silver Creek, approximately 1,100 feet north of Highway 52. Additional right of way is needed to complete the project. Appraisals were obtained from a certified appraiser and reviewed by County Right of Way staff in order to determine market value for the needed right of way. Staff are recommending the making of initial offers to the impacted property owners.

ACTION REQUESTED:

Motion to approve a resolution to make offers to the impacted property owners related to the Highway 41 Bridge Project based on the appraisals obtained from a certified appraiser.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value=""/>
FTE IMPACT: <input type="text" value="None"/>	Attach E (one time funds) <input type="text" value="\$36,900.00"/>
	Total <input type="text" value="\$36,900.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8590

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

Date 09/20/2022
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 41 Bridge 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 undertake the Highway 41 Bridge Project, which includes the replacement of the bridge on County State Aid Highway (CSAH) 41 located 1,100 feet north of County Highway 52 over Silver Creek (“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 described 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 Owners submit to the County the information necessary for reimbursement.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements as part of the Highway 41 Bridge Project constitute a valid public use or public purpose; and

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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), the Public Works Division Director or agents under his supervision, shall make initial written offers of just compensation to the Owners of the real property interests described in Exhibit A from whom the County must acquire real property interests needed for the Project; and

BE IT FURTHER RESOLVED that the Public Works Division Director or agents under his supervision, shall reimburse the Owners of said real property interests for an independent appraisal of damages from a licensed real estate appraiser to estimate the full amount of damages which will be caused to Owners by the County’s proposed acquisition of the real property interests described in said Exhibit A, and that, upon the Owners providing to County a copy of that appraisal report, evidence of the cost of that report, and evidence of payment of that amount to the appraiser, County shall reimburse Owners for the cost of Owners’ independent appraisal report, subject to the limits stated in Minn. Stat. §117.036. In lieu of said independent appraisal of damages, the Public Works Division Director or agents under his supervision, may offer in addition to the initial written offer to property Owners, an amount up to said limits in Minn. Stat. §117.036.

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 **September 20th, 2022** now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of September 2022

Dave Hemze

County Administrator

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Exhibit A

to

Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests

Highway 41 Bridge Project

Carver County Public Works No. 158796

Property Tax Identification No. 08.0080400

Fee Owners: Allen L & Nanette M Mellgren

Property Address: 8550 County Road 52, San Francisco Township, MN 55315

Permanent easement acquisition for public right of way purposes contains 15,214 sq. ft. more or less

Temporary easement acquisition for construction purposes contains 15,565 sq. ft., more or less.

Property Tax Identification No. 08.0080500

Fee Owners: Daryl & Apryl Mellgren

Property Address: 17140 County Road 41, San Francisco Township, MN 55315

Permanent easement acquisition for public right of way purposes contains 17,765 sq. ft. more or less

Temporary easement acquisition for construction purposes contains 20,528 sq. ft., more or less.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to Make Offers for Necessary Right of Way Acquisitions for the Highway 50 Project - East Hamburg Area

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 2023 construction season includes the shoulder widening, grading and re-surfacing of Highway 50 from the east city limits of Hamburg to Highway 31. Additional Right of Way is needed to complete the project. Appraisals were obtained from a certified appraiser and reviewed by County Right of Way staff in order to determine market value for the needed right of way. Staff are recommending the making of initial offers to the impacted property owners.

ACTION REQUESTED:

Motion to approve a resolution to make offers to the impacted property owners related to the Highway 50 Project - East Hamburg Area, based on the appraisals obtained from a certified appraiser.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

Wheelage Tax

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8591

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

Date 09/20/2022
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 50 Project - East Hamburg Area

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 undertake the Highway 50 Project – East Hamburg Area, which includes shoulder widening, grading and new pavement construction on County State Aid Highway (CSAH) from the eastern city limits of Hamburg to CSAH 31 (“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 described 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 Owners submit to the County the information necessary for reimbursement.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements as part of the Highway 50 Project – East Hamburg Area constitute a valid public use or public purpose; and

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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), the Public Works Division Director or agents under his supervision, shall make initial written offers of just compensation to the Owners of the real property interests described in Exhibit A from whom the County must acquire real property interests needed for the Project; and

BE IT FURTHER RESOLVED that the Public Works Division Director or agents under his supervision, shall reimburse the Owners of said real property interests for an independent appraisal of damages from a licensed real estate appraiser to estimate the full amount of damages which will be caused to Owners by the County’s proposed acquisition of the real property interests described in said Exhibit A, and that, upon the Owners providing to County a copy of that appraisal report, evidence of the cost of that report, and evidence of payment of that amount to the appraiser, County shall reimburse Owners for the cost of Owners’ independent appraisal report, subject to the limits stated in Minn. Stat. §117.036. In lieu of said independent appraisal of damages, the Public Works Division Director or agents under his supervision, may offer in addition to the initial written offer to property Owners, an amount up to said limits in Minn. Stat. §117.036.

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 **September 20th, 2022** now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of September 2022

Dave Hemze

County Administrator

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Exhibit A

to

Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests

Highway 50 Project - East Hamburg Area

Carver County Public Works No. 208880

Property Tax Identification No. 11.0280500

Fee Owners: Myra Heuer

Property Address: 17xxx County Road 50 (unassigned), Young America Township, MN 55339

Permanent easement acquisition for public right of way purposes contains 18,543 sq. ft. more or less

Temporary easement acquisition for construction purposes contains 10,907 sq. ft., more or less.

Property Tax Identification No. 11.0280510

Fee Owners: Thomas & Lori Heuer

Property Address: 17020 County Road 50, Young America Township, MN 55339

Permanent easement acquisition for public right of way purposes contains 4,614 sq. ft. more or less

Property Tax Identification No. 11.0280512 & 11.0330100

Fee Owners: Jerome Bergmann

Property Address: 15100 Vera Avenue, Young America Township, MN 55339

Permanent easement acquisition for public right of way purposes contains 28,467 sq. ft. more or less

Temporary easement acquisition for construction purposes contains 3,960 sq. ft., more or less.

Property Tax Identification No. 45.0332300

Fee Owners: Elisa Paumen

Property Address: 960 Park Avenue, Hamburg, MN 55339

Temporary easement acquisition for construction purposes contains 1,360 sq. ft., more or less.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Application for 2022-2023 renewal of Liquor Licenses

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 following businesses have applied for a renewal of their liquor license:

Hollywood Sports Complex, B's on the River, Sovereign Estate Winery, Schram Vineyards, Vandy's Grille, Sticks Tavern, and Luceline Orchard.

For additional details on each application, please see attached.

ACTION REQUESTED:

Motion to approve the liquor license renewal applications for the above businesses. Board approval is subject to the receipt of all required paperwork, licensing fee paid, and any delinquent taxes paid.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

License fee: On-Sale Liquor License-\$2,000.00; Sunday On Sale-\$200.00; Off Sale-\$150.00

Office use only:

RBA 2022 - 8597

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2022-23 CARVER COUNTY LIQUOR LICENSE RENEWAL APPLICANTS

As of 09-12-2022 (Coverage through 10-31-2023)

	License Holder	LIC #	OFF-SALE	ON-SALE	SUNDAY	BREWER OFF-SALE	TWP
1.	Hollywood Sports LLC dba Hollywood Sports Complex Joseph P. Swartzler, Jr., President 15950 County Road 122 Watertown, MN 55388-8335 320-327-0133	10-02	\$150.00	\$2,000.00	\$200.00	NA	Hollywood
2	Baumann Enterprises, Inc. dba B's on the River Bryan Baumann, President 1455 County Road 27 Watertown, MN 55388-4532 952-955-2223 - Club	10-08	NA	\$2,000.00	\$200.00	NA	Watertown
3.	Whistle Post LLC dba Sovereign Estate Wine Paul Savaryn, President Teresa Savaryn, Vice President 9950 North Shore Road Waconia, MN 55387 952-446-9957 - Winery 952-392-9232 - Cell	10-13	NA	\$2,000.00	\$ 200.00	NA	Waconia
6.	Schram Winery, LLC dba Schram Vineyards Aaron Schram, President 8785 Airport Road Waconia, MN 55387-9634 952-846-9458 - Aaron cell	10-16	NA	\$2,000.00	\$200.00	NA	Laketown
7.	Vandy's Grille LLC dba Vandy's Grille Corey Vanderhoff, President Vicki Vanderhoff, Vice President 7795 Laketown Parkway Waconia, MN 55387	10-19	NA	\$2,000.00	\$200.00	NA	Laketown
8.	Big Sticks LLC dba Sticks Tavern & Trails End Event Center Michele Imdieke, President 6940 Dahlgren Road Chaska, MN 55318 612-581-0084 Cell	10-20	NA	\$ 2,000.00	\$200.00	NA	Dahlgren

>

	License Holder	LIC #	OFF-SALE	ON-SALE	SUNDAY	BREWER OFF-SALE	TWP
9.	LuceLine Orchard, LLC dba LuceLine Orchard Richard Pawelk, President Theresa Pawelk, Vice President 2755 Rose Ave Watertown MN 55388-1104 612-817-6229	10-21	NA	\$2,000.00	\$200.00	NA	Watertown

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to increase License Center staffing

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

To increase the number of License Center customers that can be served and simultaneously reduce customer wait times, License Center management is requesting to increase staffing for the Chanhassen License Center by:

1. Adding a 0.50 FTE Passport Licensing Specialist at a cost of \$30,582.
2. Eliminating a 0.50 FTE Driver's Licensing Specialist position and creating a 0.80 FTE Driver's Licensing Specialist position at a net cost of \$39,586.

The increased salary and benefit costs of \$70,168 will be offset by additional passport, driver's license and title transfer revenue at the Chanhassen Service Center.

ACTION REQUESTED:

Motion to add a 0.50 FTE passport position at the Chanhassen Service Center

Motion to eliminate a 0.50 FTE driver's license position and create a 0.80 FTE driver's license specialist at the Chanhassen Service Center

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	
License Center Revenue	\$70,168.00
Total	\$70,168.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

The incremental staffing costs of \$70,168 will be funded by increased revenue at the Chanhassen Service Center.

Summary of Permanent FTEs (does not include Temporary/STOC positions):

2022 Budget Board approved FTEs - 1/1/22:	744.40
Non-levy funded Board Approved net FTE changes so far in 2022:	2.40
September 20th RBA non-levy funded net FTE change:	<u>0.80</u>
2022 Total FTE - 9/20/22	747.60

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request to increase License Center staffing

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			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Sal/Ben Expense	01-040-055-1108.61xx	\$39,586.00	Drivers Licenses	01-040-055-1108-...	\$39,586.00
Sal/Ben Expense	01-040-055-1108.61xx	\$30,582.00	Passports	01-040-055-1108-...	\$30,582.00
TOTAL		\$70,168.00	TOTAL		\$70,168.00

Reason for Request:

The \$70,168 incremental cost to convert the 0.50 FTE part-time position to 0.80 FTE part-time position and create a 0.50 FTE part-time position will be funded by increased license center revenue.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to hire 0.175 FTE Law Clerk

Primary Originating Division/Dept: <input type="text" value="Attorney"/>	Meeting Date: <input type="text" value="9/20/2022"/>
Contact: <input type="text" value="Mark Metz"/> Title: <input type="text" value="County Attorney"/>	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 type="radio"/> Yes <input checked="" 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 Attorney's Office has a need for a 0.175 FTE (14 hours per week) Law Clerk to offset increased workloads due to some recent attorney resignations. It is imperative that the Attorney's Office maintains sufficient staffing levels to continue to provide timely and diligent prosecution of crimes and insightful representation in protecting our most vulnerable citizens.

The position will be funded by Attorney forfeiture funds. The cost for the position will be \$22,512

ACTION REQUESTED:

Motion to approve use of \$22,512 of forfeiture funds to hire STOC Law Clerk to work 14 hours per week.

FISCAL IMPACT: <input type="text" value="Budget amendment request form"/>	FUNDING
If "Other", specify: <input type="text" value="Attorney Forfeiture Funds"/>	County Dollars =
FTE IMPACT: <input type="text" value="Increase budgeted staff"/>	Attorney Forfeiture Fund \$22,512.00
	Total \$22,512.00
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Attorney forfeiture funds will be used to fund 0.175 FTE (14 hours per week) Law Clerk.

Summary of Permanent FTEs (does not include Temporary/STOC positions like the above):

2022 Budget Board approved FTEs - 1/1/22:	744.40
Non-levy funded Board Approved net FTE changes so far in 2022:	2.40
September 20th RBAs non-levy funded net FTE change:	0.80
2022 Total FTE - 9/20/22	747.60

Office use only:

RBA 2022 - 8592

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Approval to hire 0.175 FTE Law Clerk

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
STOC sal/ben	02-090.6119	\$22,512.00
TOTAL		\$22,512.00

CREDIT		
Description of Accounts	Acct #	Amount
Forfeitures-property	02-090.5622	\$11,256.00
Forfeitures-vehicles	02-090.5623	\$11,256.00
TOTAL		\$22,512.00

Reason for Request:

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Professional Service Agreement with CREDIBLE BEHAVIORAL HEALTH, INC

Primary Originating Division/Dept: <input type="text" value="Health & Human Services"/>	Meeting Date: <input type="text" value="9/20/2022"/>
Contact: <input type="text" value="Stephanie Combey"/> Title: <input type="text" value="Human Services Manager - Beh"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Customer Service: Continue the County's delivery of high value, timely service and support"/>	

BACKGROUND/JUSTIFICATION:

Credible BI is a software enhancement module in the Credible electronic records system used by the HHS Behavioral Health Department. The enhancement is needed to ascertain data for required reporting. This system enhancement will greatly improve efficiency of the data collection process and provide a higher quality of data analysis to inform operational decisions and secure additional funding from both third party payers and grants. The need for this level of data has become more apparent during the pandemic, and will be critical as HHS continues to transition to an ongoing hybrid service delivery model.

Budget Stabilization Account funds in the amount of \$30,000 for initial software set-up, custom report creation, and licensing costs were approved by the County Board on March 15, 2022 (RBA 8254). Funding for subsequent ongoing licensing costs will be integrated into the operational HHS budget (Account 11-480-740-0000-6263). This request is to approve the Professional Service Agreement for Credible BI Software with a not to exceed amount of \$48,000 through 12/31/2024.

ACTION REQUESTED:

Motion to approve the professional service agreement with CREDIBLE BEHAVIORAL HEALTH, INC pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING								
If "Other", specify: <input type="text" value=""/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$18,000.00</td> </tr> <tr> <td>2022 BSA Funds</td> <td style="text-align: right;">\$30,000.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$48,000.00</td> </tr> </table>	County Dollars =	\$18,000.00	2022 BSA Funds	\$30,000.00			Total	\$48,000.00
County Dollars =	\$18,000.00								
2022 BSA Funds	\$30,000.00								
Total	\$48,000.00								
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source								

Related Financial/FTE Comments:

Contract NTE = \$48,000
 \$15,000 for software set-up
 \$12,000 for custom report creation
 \$3,000 (\$750 per month) for September, October, November, and December 2022 - monthly user fees
 Equals = \$30,000 to be Paid using Approved Budget Stabilization Account funds (BSA) (RBA-8254)
 2023: \$9,000 for User fees (\$750.00 per month) - in HHS Budget (Account 11-480-740-0000-6263)
 2024: \$9,000 for User fees (\$750.00 per month) - in HHS Budget (see above Account)

Office use only:

RBA 2022 - 8562

