

Carver County Board of Commissioners  
 Regular Session  
 May 4, 2010  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:15 a.m.	1.	<ul style="list-style-type: none"> <li>a) <b>CONVENE</b></li> <li>b) <i>Pledge of Allegiance</i></li> <li>c) <i>Public participation (comments limited to five minutes)</i></li> <li>d) <i>Introduction of New Employees</i></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of April 13, 2010 and April 27, 2010 Regular Session .....	1-13
	4.	Community announcements	
9:15 a.m.	5.	<b>CONSENT AGENDA</b>	
	5.1	Payment of emergency claims .....	14-15
	5.2	Designation of Chanhassen Service Center as alternate County absentee polling location.....	16
	5.3	Community Health Board to appoint Rae Jean Madsen as SCHSAC alternate representative and CHS administrator ....	17
	5.4	AFSCME Memorandum of Agreement regarding certain leave balances.....	18
	5.5	Community Social Services' warrants .....	NO ATT
	5.6	Commissioners' warrants.....	SEE ATT
9:20 a.m.	6.	<b>ADMINISTRATION</b>	
	6.1	Public Service Recognition Week Proclamation .....	19-20
9:25 a.m.	7.	<b>EMPLOYEE RELATIONS</b>	
	7.1	Employee Years of Service Recognition 2010.....	21-23
	7.2	Public Employee Excellence Recognition Awards 2010...	24-27
	7.3	County Administrator's performance summary .....	28
10:15 a.m.	8.	<b>COMMUNITY SOCIAL SERVICES</b>	
	8.1	Request to create temporary on-call bus driver positions..	29-30
10:25 a.m.		<b>ADJOURN REGULAR SESSION</b>	

### **BOARD REPORTS**

- |            |                  |
|------------|------------------|
| 10:25 a.m. | 1. Chair         |
|            | 2. Board Members |
|            | 3. Administrator |
| 10:45 a.m. | 4. Adjourn       |

David Hemze  
County Administrator

### **UPCOMING MEETINGS**

- |              |   |
|--------------|---|
| May 11, 2010 | 9:15 a.m. Board Meeting                           |
| May 13, 2010 | 7:00 p.m. ACCEL Meeting, Cologne Community Center |
| May 18, 2010 | 4:00 p.m. Work Session                            |
| May 25, 2010 | 9:15 a.m. Board Meeting                           |

REGULAR SESSION  
April 13, 2010

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on April 13, 2010. Chair James Ische convened the session at 9:17 a.m.

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

Members absent: None.

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

Lynch moved, Workman seconded, to approve the minutes of the April 6, 2010, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Payment of emergency claim in the amount of \$230.

Created a .2 FTE jail pre-release coordinator and increased the existing .8 FTE to a 1.0 FTE jail pre-release coordinator (.4 total increase in FTEs).

Approved County Engineer attending 2010 Washington, DC Fly-In.

Resolution #19-10 Professional and Technical Services Contract between Carver County and Minnesota Department of Transportation for Phase I Architectural History Survey Performed by Summit Environsolutions, Inc. for SP 10-611-06.

Authorized the issuance of Certificate of Zoning Compliance (#A20100352) for the St. Peter Lutheran Church Maifest Celebration.

Accepted bi-directional system for the EOC, in the approximate amount of \$29,750, purchased by the Metropolitan Regional Homeland Security & Emergency Management Committee with grant funds from the Federal Emergency Management Agency to be used for emergency management in Carver County.

Approved service agreement between Carver County and Northwest Asphalt & Maintenance and authorized Chair and County Administrator to sign the agreement, contingent on approval of the County Attorney's office.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Sheriff Olson requested the Board authorize the signing of proclamations to recognize the different work groups in the Sheriff's Office. Olson read highlights of each of the proclamations that recognized the Sheriff's Office dispatchers, corrections staff, police officers and jail health nurses.

Sheriff pointed out the dispatchers recently received an award at an APCO conference for their outstanding professionalism and work.

Workman moved, Lynch seconded, to recognize the week of April 11-17, 2010, as Public Safety Telecommunicators Week. Motion carried unanimously.

Degler moved, Maluchnik seconded, to acknowledge the week of May 2-8, 2010, as Correctional Officer's Week in Carver County. Motion carried unanimously.

Lynch moved, Degler seconded, to recognize May 9-15, 2010, as Police Week and observe May 15<sup>th</sup> as Peace Officers' Memorial Day. Motion carried unanimously.

Workman moved, Degler seconded, to declare the week of May 6-12, 2010, as National Nurses Week. Motion carried unanimously.

Maluchnik moved, Lynch seconded, to open the public hearing on Ordinance #66-2010, Amending Chapter 152, The Zoning Code, Adopting Chapter 113, Adult Use Businesses; and Amending the County Fee Schedule. Motion carried unanimously.

Jim Keeler, County Attorney, explained a proposed adult use ordinance has been developed and presented to the Planning Commission. After public hearings were held by the Planning Commission, the Planning Commission voted to forward the proposed ordinance to the County Board for their consideration.

Keeler pointed out first amendment rights protect freedom of expression and does not allow Carver County to ban adult uses. He stressed local governments can regulate adult use businesses to prevent the adverse secondary effects and recommended the County enact an adult use ordinance before an adult use opens in the County. Keeler stated there was no building in the rural service district that would meet the setbacks proposed in the adult use ordinance. If the ordinance is passed, a buyer would have to buy land and build a structure in order to comply with the regulations. He stated currently there are no setbacks for businesses and an adult use business could use an existing building in Carver County.

Keeler stated, if the County fails to adopt the ordinance, he believed the County would be in vulnerable situation if such a business would want to locate in the County. He noted the rumor that a

business was looking to possibly locating in the County and, without regulations, the County would not be able to regulate the adverse secondary effects.

He indicated 59 counties have already enacted an adult use ordinance and ten cities in Carver County have adult use ordinances. Keeler encouraged the Board to pass the adult use ordinance as a way to not promote, but to protect the County, from the adverse secondary effects of these businesses. Keeler stated the constitution requires that the County provide for these types of businesses. He added the fact that the County does not provide for these types of businesses in the comp plan does not mean the passage of the ordinance conflicts with the comp plan.

Laura Jaunich, County Attorney's Office, reviewed the Resolution adopted by the Board in 2004. She stated the Resolution was likely not defensible and there was no enforcement tool. She referenced MSA 617.242 that was intended to help local governments but that local governments were cautioned not to rely on this Statute. She recognized the shift in policy and County's vision to no longer direct non ag uses to the cities. She stated the County can place regulations on adult use businesses but they cannot ban adult use businesses.

She highlighted provisions of the proposed ordinance. She indicated an applicant would be required to go through the CUP process and the Board would need to approve a license. Jaunich reviewed the setback requirements and indicated, after applying those setbacks, approximately 6% of land in the rural service districts would be available. She clarified RSDs were the closest thing the County has to commercial/industrial and the unincorporated areas were all zoned agricultural.

Jaunich explained conditions and restrictions that would be included. She pointed out the counties that already have adult use ordinances and suggested the County was vulnerable considering its proximity to the metro area.

She indicated, if the County did nothing, an existing business could decide to have an adult cabaret night and suggested it was better to be proactive vs. reactive. She indicated if such a business was allowed in all unincorporated areas of the County, approximately 9,500 acres would be available vs. 64 acres in the rural service districts after the setbacks are applied.

Steve Just, Land and Water Services, entered into the record two citizen letters; affidavit of mailing of public hearing notices; affidavits of publishing of hearing notices, Planning Commission information from February and March meetings, including the Planning Commission Resolution and draft minutes from March 16, 2010; Ordinance #66-2010 that includes draft Chapter 113, draft Zoning Code amendment and Fee Schedule amendment; PowerPoint presentation; 1,000 foot setback illustrations; studies on adult uses; League of Minnesota Cities memo and example ordinances and adult use case law summary.

On behalf of Mike Kirk, San Francisco Township, Maidie Felton read into a record a letter from Mr. Kirk. Kirk stated, in his opinion, the adult use ordinance was brought forward because of changes to the comp plan. He believed MSA 617.242 protects the County from adult use

businesses. He pointed out that this was still the law and has been for the last four years. He believed the County should use this Statute to protect the community vs. adopting the Ordinance. Kirk commented that rural service districts were never intended for this use and felt strongly that they not subject the residents living in these districts to these businesses. Kirk stated he did not support the Ordinance and asked that the Board to not pass the Ordinance.

Maidie Felton, representing San Francisco Township, asked the Board to give the adoption of this Ordinance some thought. She stated if the Board adopted this, an adult use business would be the first non ag, non community, related land use the Board would be choosing to zone for in the rural service districts.

She stated RSDs do not have the infrastructure needed and were originally developed to serve the local population that ran businesses and lived there. She highlighted the research done by Jules Gerard. Felton suggested the townships were not given all the information related to the expanded uses during their meetings on the 2030 comp plan. She stated citizens living in the RSDs should have been part of the planning process and townships should have been informed of what was being proposed.

She asked the Board to not rush a solution and they give the townships an opportunity to study and let the townships be part of the process. She believed there were additional items that should have been covered and the setbacks were unclear. Felton suggested a committee be formed as there were items that should be addressed before they moved forward.

Kim Gapen, 13030 Highway 212, stated she objected to the new ordinance and changes to the existing Ordinance. She reviewed requirements for a conditional use permit and highlighted sections of the comp plan. She stated these businesses serves the needs of those outside the community. She noted the studies done on the adverse secondary effects and had an issue that suggests these effects were diminished after three blocks. Gapen referenced the studies that were done and stated they were not done in rural areas.

She stated MSA 617.242 was still valid. Gapen stated she was concerned on how this came about. She asked the Board to give this some thought and not to pass the Ordinance. Gapen distributed copies of her information to the Board.

Brent Davis, 6980 County Road 10 North, stated he was an attorney and familiar with licensing and certifications for businesses and was speaking in favor of the Ordinance. He agreed that the County could not ban these businesses and concurred the County was vulnerable. He stated he has reviewed the Ordinance and it looked like a well thought out supplement to the current laws. Davis stated he believed the Ordinance will protect the County in a way that they are not protected today.

Kathie Anderson, Hollywood Township, questioned the total amount of acres in the unincorporated areas. She stated she attended one of the Planning Commission public hearings and had quickly read the Ordinances of other counties. She recognized the differing views on

whether the Ordinance was needed but questioned why the rural service districts.

She highlighted paragraphs of the February 16<sup>th</sup> Planning Commission minutes. She inquired who had cautioned local governments to not rely on MSA 617.242. Anderson inquired on the language in the comp plan referring to vigorous, innovative businesses in the ag areas and what would be occurring in the multimodal areas that were identified. She suggested these multimodal areas were causing the County to take another look at this. Anderson stated they would be zoning adult use businesses into neighborhoods if the Ordinance was adopted.

Anderson stated she understood first amendment rights and why an Ordinance is important. She stated the solution was more radical than the problem. She questioned why the County was putting these in the rural service districts if the County knew the multimodal areas would be developing.

She stated this issue should have been brought forward when working on the comp plan when the townships would have had a chance to talk about it. Anderson inquired on the setbacks and what the setback distances were calculated from.

Anderson pointed out they currently have State law to rely on and the State has not repealed it. She referenced the issues that were raised with the Northshor case. She questioned the amount of land that was being designated as available and stated, if the draft Ordinance isn't defensible, the County would end up where they are today.

She pointed out language related to initiating amendments to the zoning ordinance and stated there no provisions for County staff to amend the Ordinance. Anderson inquired if the Bongards area would remain a rural service district if it became a multimodal area.

Anderson referenced other counties ordinances and stated she did not see them putting adult uses in a few places. She stated she believed it was unfair the RSDs were given this problem that the County needs to deal with when it was being brought about because of the development happening in another part of the County. Anderson recommended they do an Ordinance and recommended that these businesses be placed in multimodal areas, if they have to be placed someplace, rather than where they are currently being placed.

Dee Scott, Hollywood Township, referenced the amount of acres available in the unincorporated area vs. the rural service districts. She suggested in terms of looking at what is defensible, they look at the percentage of land that is being designated as available. She urged the Board to have the townships work on this and look at it with the people involved. Scott added she did not want the rural service districts targeted and there was no other place that had done this.

The County Attorney's and Land and Water Services office responded to the questions raised.

Maluchnik moved, Degler seconded, to close the public hearing. Motion carried unanimously.

Maluchnik offered the following Resolution, seconded by Degler:

Resolution #20-10 Adopting Ordinance 66-2010  
Amending Chapter 152, the Zoning Code; and Adopting Chapter 113,  
Adult Use Businesses and Amending Ordinance #48, Carver County  
Fee Schedule

On vote taken, Degler, Ische, Lynch, Maluchnik voted aye. Workman voted nay. Motion carried.

ORDINANCE # 66-2010, AMENDING CHAPTER 152, THE ZONING CODE; ADOPTING CHAPTER 113, ADULT USE BUSINESSES; AND AMENDING THE COUNTY FEE SCHEDULE

The following is a summary of the essential elements of Ordinance # 66-2010 for the purpose of publication as required by M.S. Section 375.51. A printed official copy of the ordinance is available for inspection by any person during regular business hours at the office of the Carver County Taxpayer Services (Auditor), or a copy may be obtained by contacting the Carver County Land Management Department, 600 East 4<sup>th</sup> Street, Chaska, MN 55318-2102. The following is a summary of the 4 essential elements of the newly adopted Ordinance # 66-2010: (1) Section 1 amends the Carver County Zoning Code, Section 152.097, adding subpart D to reflect changes in the Rural Service Overlay Districts (RSDs) consistent with the adoption of Chapter 113, Adult Use Businesses. A conditional use permit shall be required for the establishment of an adult use business pursuant to Chapter 113 of the Carver County Code. The RSDs are identified on the Carver County Zoning Map and are identified as Assumption, Bongards, East Union, Gotha, Hollywood, Hollywood Station and Maple; (2) Section 2 adopts Chapter 113 of the County Code to enact provisions to license and regulate adult use businesses (also known as sexually-oriented businesses), which could be located in the unincorporated areas of the County. Adult uses would be restricted to the RSDs with licensing regulations including, but not limited to, 1,000 foot setbacks, background checks, and prohibition of liquor licenses. These regulations are intended to mitigate the adverse secondary effects associated with adult use establishments. Chapter 113 includes six sections which are Preamble, Title and Short Title, Implementation, Definitions, Administration, and Adult Use Operational Restrictions. The license application details, eligibility requirements, permitted locations, and conditions for the license are found in the Administration section. The restrictions on adult use principal and adult use accessory are found in the Adult Use Operational Restrictions section. These restrictions include, but are not limited to, persons under 18 years of age are not permitted, liquor license shall not be issued, limitations on hours of operation, sign regulations, and additional restrictions on adult use cabarets; (3) Section 3 amends Ordinance #48, the County Fee Schedule, to provide for the necessary \$500 licensing and renewal fee and Sheriff's background checking fees of \$250 for New Establishment/New Owner and Renewal of \$100; and (4) Section 4 states that this Ordinance shall be in full force and effect upon the date of its passage and publication.



Paul Moline, Land and Water Services, requested the Board authorize the Chair to sign the grant agreement with the MPCA to implement the Burandt Lake TMDL. He explained the \$230,000 grant was for on the ground and in-lake practices to help the lake meet water quality standards.

Degler moved, Maluchnik seconded, to authorize the Chair to sign the grant agreement with the Minnesota Pollution Control Agency to implement that Burandt Lake TMDL and authorized the following 2010 budget amendment: increase MPCA revenue \$230,000; increase seasonal staff \$15,000 and increase Burandt Lake project \$125,000. Motion carried unanimously.

Moline requested the Board continue the implementation of the SSTS direct discharge incentive program for 2010. He displayed the most current map showing the 2010 priority sub-watersheds. He indicated the program would be directed at Hydes Lake, Carver Creek and Bevens Creek sub-watersheds. He stated the program would be set up similar to the 2008 and 2009 programs that had been very successful.

He explained they would be receiving another grant from the State and they will come back to identify where those funds would go. Moline added that the WENR Committee recommended that they start at the top of the watersheds and work on the smaller watersheds first.

Maluchnik moved, Lynch seconded, to continue the implementation of the SSTS direct discharge incentive program for 2010 with focus on the identified priority sub-watersheds and to authorize expenditures from the following funds to the program: \$10,000 from BWSR low cost conservation fund to fund incentive payments across the County; \$32,000 from budgeted Bevens Creek funds to fund incentive payments in the Bevens Creek priority sub watersheds and \$32,000 from budgeted Carver Creek funds to fund incentive payments in the Carver Creek Watershed priority sub-watersheds. Motion carried unanimously.

Moline requested the Board approve the release of the draft Carver County Water Management Organization water management plan for review. He highlighted the map showing the CCWMO boundaries and stated the CCWMO is required to do a plan update.

He stated he was asking the Board to release the draft for an initial 60 day review. He indicated during that review there would be follow up meetings with townships, cities, and state agencies and they would go to any city or township that requested a meeting. Moline noted the May 13<sup>th</sup> open house and indicated a public hearing would be held in July to consider revisions to the plan.

Lynch moved, Degler seconded, to authorize the release of the draft 2010 CCWMO Water Management Plan for 60 day review. Motion carried unanimously.

Laurie Engelen, Taxpayer Services, requested the Board approve the organizational restructure in the Taxpayer Services Department. She pointed out the current organizational chart and vacant positions and the proposed 2010 organizational chart with the new positions.

REGULAR SESSION  
April 13, 2010

She stated they would continue to assess their needs at the License Centers. Engelen explained the amount of transactions at the Chaska and Chanhassen sites and indicated they would continue to advertise the Chanhassen site to get the word out.

Lynch moved, Degler seconded, to authorize the Taxpayer Services Division reorganizational restructure as presented. Motion carried unanimously.

Maluchnik moved, Degler seconded, to adjourn the Regular Session at 12:44 p.m. Motion carried unanimously.

David Hemze  
County Administrator

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

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on April 27, 2010. Chair James Ische convened the session at 9:15 a.m.

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

Members absent: None.

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

Workman moved, Maluchnik seconded, to approve the minutes of the April 13, 2010, Regular Session. Kathie Anderson, Hollywood Township, stated the minutes included a public hearing and questioned why the comments made by those presenting testimony were not included with greater detail. The Board agreed to delay approving the minutes and asked staff to provide additional background. Workman rescinded his motion.

Ken Wencil, Riley Purgatory Creek Watershed Manager, thanked the Board for supporting the watershed. He distributed copies of the Chief Engineer's report for 2009. He pointed out they work on lakes outside the watershed and were working with groups from the University of Minnesota. Wencil invited Board members to attend their May 5th "Evening at the Watershed" event that informs people of what they are doing. The Board thanked Mr. Wencil for the work he was doing for the watershed and for representing Carver County.

Community announcements were made by the Board.

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

Approved First Street Center entrance construction improvement, associated contracts and 2009 rollover request of \$64,000 for First Street entrance improvements.

Professional services contract with Nexus Information Services in the amount of \$54,720.

Authorized Chair to sign four amended record retention schedule sections and authorized Records Management to forward the documents to the State Records Review Panel for approval.

2010 police service contracts.

Authorized the donation of the outdated Optech IIP Eagle voting equipment to Brown County, Wisconsin.

Approved tobacco license #10-629, Schroeder Oil LLC.

Approved the following abatements:

05-015-0400	Elroy Koepp
06-033-1200	Robert Schurmann
07-200-0220	John Doherty (2009, 2010)
09-775-0042	Tonka Theater, Inc.
24-202-0050	Michael Ahola
25-230-0180	Pam Herrison (2009, 2010)
25-336-0131	Daniel Moe
25-354-0040	Barbara Pelzel
25-426-0801	Paul Sommerstad (2008, 2009, 2010)
25-426-4205	Matthew Blomsness
25-563-0230	Jennifer Hagen
25-660-0220	Elizabeth Novak
25-813-0060	Christina Krienke
25-848-0990	Dawn Kerber (2009, 2010)
30-050-0700	Angela Louricas
30-073-0132	Tahne Aarnes
30-176-0180	Aaron Schmidt (2009, 2010)
30-230-0030	Linda Ladner
30-472-0340	Coral Ostertag
30-701-0160	Timothy Kern
40-109-0180	Nicholas Kraemer (2009, 2010)
65-301-0200	Richard Mukomela
65-301-0510	Courtney Suter
65-325-0570	Jamie Drahos (2009, 2010)
65-350-0190	Victoria City
65-385-0150	Michael Owens
65-471-0140	Patti Kirchoff
75-372-0140	Nathan Lingard
85-274-0610	Watertown City
85-274-0630	Watertown City

Authorized Parks accepting pet waste bags donation.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Steve Taylor, Administrative Services, explained the Carver County 4H recently received the 2009-2010 Blue Ribbon County Award from the Minnesota 4H Adult Volunteer Association.

Casey Boerner, 4H Federation President, explained the Blue Ribbon award was the highest award the Association gives out and only one is given out in the State. Boerner stated she was proud of the programs they have in Carver County and explained how the 4H program has given her leadership skills.

Rachel Bender, 4H Program Coordinator, thanked the Board for their continued support of the 4H program and Extension. Bender pointed out the number of youth currently involved with 4H and there were just as many youth involved from the east side of the county as there were from the west side. She also recognized the assistance of the youth that take on leadership roles and number of adults that volunteer throughout the year to assist with the 4H program.

Taylor requested the Board approve a 90 day pilot agreement with Unique Management Services to recover overdue library material.

Melissa Brechon, Library Director, explained Unique Management was a library recovery vendor and the Library Board approved the concept for 90 days. She indicated accounts would be referred if an item was over \$50 or over 50 days past due. She reviewed the current outstanding amounts and stated they have been working with the Finance Department on what they could expect to recover.

She stated they would continue to send out reminders when items are due and give patrons an opportunity to return items. Brechon indicated, if this went well, they would then extend the contract.

Degler moved, Maluchnik seconded, to approve contract with Unique Management Services, Inc. for the purposes of recovering library materials and fines. Motion carried unanimously.

Gary Bork, Community Social Services, requested the Board approve increasing the hours of the licensed practical nurse at the First Street Center. He noted the increased demand for psychiatric services. He stated, in an attempt to deal with these increased needs, a psychiatrist has agreed to move to 15 minute medication appointments which gives them additional capacity. In order to do the medical checks, Bork explained they would need to increase the nursing hours which would be offset by the projected increase in revenue.

Lynch moved, Degler seconded, to approve increasing the licensed practice nurse from 20 to 40 hours per week and related Social Services budget amendment increasing Mental Health outpatient fee revenue \$45,000 and increasing salaries and benefits \$35,000. Motion carried unanimously.

Degler moved, Maluchnik seconded, to open the public hearing on the adoption of Carver County Ordinance #68, adopting the 2030 Carver County Comprehensive Plan. Motion carried unanimously.

Dave Drealan, Public Health and Environment, requested the Board adopt the 2030 County Comprehensive Plan. He noted the County was the only unit of government required to adopt the Comp Plan by Ordinance.

Paul Moline, Public Health and Environment, entered into the record the following: public hearing notice; Affidavits of publication; record of publication for Chaska Herald; Draft 2030 Carver County Comprehensive Plan; Draft Resolution adopting ordinance 68; Draft Ordinance #68 which adopts the 2030 Carver County Comprehensive Plan; Township resolutions from Watertown, Camden, San Francisco, and Watertown which adopt their plan chapter and Metropolitan Council letter dated February 25, 2010, which authorizes County and Townships to put plan into effect.

Moline stated the process had been lengthy and highlighted the timeline. He indicated they received Met Council approval in February and since that time have been waiting for townships to adopt their own chapter. He noted an updated copy had been sent to the Board and that the plan provides direction on land use decisions within the County for the next ten years.

He acknowledged the doubling of population may not occur by 2030 and while growth was uncertain, at some point it will occur. Moline highlighted the significance of each of the plan elements. He indicated the plan has not changed the ag land uses allowed in the townships. He indicated the plan recognizes that multimodal areas are important but they were not zoned at this point. He stated the road system plan is an important piece of the plan as it identifies the needed road system and funding needs and that the transit piece tries to identify the County's role in transit planning and expansion.

He recognized the input received on the Parks and Trails maps and identified the three park search areas. In terms of identifying locations of future parks and specific trail corridors, Moline stated that would be based on willing landowners and more planning would need to occur.

Moline explained the link between the comp plan and water plan. He indicated townships would have to amend their chapter once the water plan is updated.

He clarified that it was unclear if Hancock Township has passed a Resolution adopting their chapter, but that all other townships had done so. He pointed out the changes made by Dahlgren and San Francisco Townships in their chapters.

Moline stated he was asking the Board to approve the Resolution adopting Ordinance #68 and repeal the existing plan. He added this was a ten year plan the Board would be adopting that will guide the County for the next ten years.

No public testimony was received.

Degler moved, Maluchnik seconded, to close the public hearing. Motion carried unanimously.

The Board acknowledged that Hancock Township may not have officially adopted their chapter to date and discussed approving the plan contingent on that township adopting their chapter. Moline stated, if there was an issue, they could come back with a revised Resolution. He stated townships have more latitude and can change their chapter at any time.

Maluchnik offered the following Resolution, seconded by Degler, contingent on Hancock Township adopting their township chapter:

Resolution #21-10  
Adopting Ordinance 68, the Carver County 2030 Comprehensive  
Plan and Repealing Ordinance 43-the Carver County 2020 Comprehensive  
Plan and 43-2000-1, 43-03-1 and 43-04-01 Carver County  
Comprehensive Plan Amendments

On vote taken, Degler, Ische, Lynch, Maluchnik voted aye. Workman voted nay.

Degler moved, Workman seconded, to go into closed session at 10:55 a.m. to discuss the performance of Administrator Hemze for the period May, 2009 – April 2010. Motion carried unanimously.

The Board adjourned the closed and regular session.

David Hemze  
County Administrator

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

308800



**Office of Finance Director**  
Carver County Government Center  
Administration Building  
600 East Fourth Street  
Chaska, MN 55318-1202  
Phone: 952 361-1509  
Fax: 952 361-1308

**AUTHORIZATION**

**PAYMENT OF EMERGENCY CLAIM**

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with minimum of two).

VENDOR: Super America

ACCOUNT: 01-090-000-1101-6379

AMOUNT: \$25.00

REASON: gas card for crime victim

Department Head Signature: James W. Keeler, Jr.

Chairman of County Board

James Ische

County Administrator

Dave Hemze

County Attorney

James W. Keeler, Jr.  
James Keeler Jr

Date: 4/15/10





Office of Finance Director  
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600 East Fourth Street  
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Phone: 952 361-1509  
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AUTHORIZATION

PAYMENT OF EMERGENCY CLAIM

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with a minimum of two).

VENDOR: Best Western - 10384  
ACCOUNT: 01-090-000-1101-6379  
AMOUNT: \$224.43  
REASON: hotel stay for crime victim  
Department Head Signature: [Signature]

Chairman of County Board

[Signature]  
James M. Ische

County Administrator

[Signature]  
Finance Director

[Signature]  
David Hemze

County Attorney

[Signature]  
James W. Keeler, Jr.

Date: 4/20/10



# REQUEST FOR BOARD ACTION

**AGENDA ITEM:** Designation of Chanhassen Service Center as Alternate County Absentee Polling Location

Originating Division: Taxpayer Services

Meeting Date: May 4 2010

Amount of Time Requested: XX minutes

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** As a service to Carver County voters as well as city and township officers, Carver County Taxpayer Services Department (TSD) administers absentee voting for all Carver County voters. This is beneficial since many townships and small cities do not have full-time employees/hours to serve the needs of absentee voters. In addition, centralized processing maximizes consistency and accuracy in the administration of absentee voting. The volume of absentee voting applications processed by TSD has progressively increased through the years. In the 2008 General Election, TSD processed 5,953 absentee ballot applications which necessitated the use of a large amount of staff time/resources. Minnesota Statute 203B.081 authorizes the designation of alternate county absentee polling locations by the County Auditor. In an effort to utilize existing county staff and resources as well as provide flexibility for Carver County absentee voters, TSD is requesting the designation of the Chanhassen Service Center, 7808 Kerber Blvd, Chanhassen, MN as an alternate Carver County absentee polling location for in-person absentee voters. In-person absentee voting will be provided at the Chanhassen Services Center county-wide for any absentee voter within Carver County. We will continue to accept/process absentee ballot applications (mail and in-person) at the Taxpayer Services Department within the Government Center at 600 E. 4<sup>th</sup> St, Chaska, MN.

**ACTION REQUESTED:** It is requested that the County Board approve the designation of the Chanhassen Service Center, 7808 Kerber Blvd, Chanhassen, MN as an alternate Carver County absentee polling location. This designation is to be effective as of the 2010 Primary Election.

**FUNDING**

County Dollars = \$

Other Sources & Amounts = \$

**TOTAL** = \$

Related Financial Comments:

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

Date:

4/26/10

*Doreen Engler, Taxpayer Services Manager*



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Community Health Board to Appoint Rae Jean Madsen as SCHSAC Alternate Representative and as CHS Administrator**

Originating Division: Public Health and Environment

Meeting Date: 5/04/10

Amount of Time Requested:

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

The State Community Health Services Advisory Committee (SCHSAC) was created by the Minnesota Legislature in 1976 as one component of the Local Public Health Act. The Local Public Health Act began a unique partnership between the Minnesota Department of Health (MDH) and local government public health agencies. This partnership has since developed into an effective tool for protecting and improving the health of all Minnesotans.

The purpose of the SCHSAC, as described in the Local Public Health Act, is to advise, consult with, and make recommendations to the Commissioner of Health on matters relating to the development, funding, and evaluation of community health services in Minnesota.

Commissioner Randy Maluchnik is the SCHSAC member representing Carver County's Community Health Board, with Carver County Public Health & Environment Manager, Carolyn Schmidt, as the Alternate representative.

In addition, the Carver County Community Health Board (CHB) is required to have a community health services (CHS) administrator who must meet the personnel standards in Minnesota Rules 4736.0110 – CHS Administrator description. Carver County Public Health & Environment Manager, Carolyn Schmidt is currently the CHS Administrator for the Carver County CHB.

Carolyn Schmidt has resigned from her position at Carver County as of May 5, 2010, with her role as CHS Administrator ending on April 12, 2010.

**ACTION REQUESTED:**

Motion for Community Health Board to approve the appointment of Rae Jean Madsen, Public Health & Environment Manager, as SCHSAC Alternate Representative and Carver County CHS Administrator (in place of Carolyn Schmidt, former Carver County Public Health & Environment Manger), effective April 12, 2010.

**FUNDING**

County Dollars = \$  
Other Sources & Amounts = \$  
(MN Dept of Health)  
**TOTAL = \$**

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

Reviewed by Division Director

Date: 5/26/10



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : AFSCME Memorandum of Agreement Regarding Certain Leave Balances

Originating Division: Employee Relations

Meeting Date: May 4, 2010

Amount of Time Requested: 0 minutes

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

In October of 2009, AFSCME Council 65, Local 2789 filed four Unit Clarification Petitions listing several employees they believed to be inaccurately excluded from the AFSCME bargaining units. On March 12, 2010 AFSCME officials, the County's consulting Labor Attorney and the Employee Relations Director met at the Bureau of Mediation Services (BMS) in a pre-hearing conference in the matter and stipulated that three of the listed employees would properly be included in the AFSCME General Unit.

Due to differences in leave balances and the payment of holidays to part-time staff between AFSCME and non-bargaining staff, the parties have entered into a Memorandum of Agreement (MoA) to allow the employees newly included in AFSCME to have a finite time to transition to the lower vacation and compensatory time balances and to continue through 2010 with the non-bargaining payment of part-time holidays.

Neither of the changes addressed in the MoA increases the County's financial liability.

The action requested is to approve the MoA allowing for a transition period for the employees newly included in the AFSCME General Unit.

### ACTION REQUESTED:

Motion to approve the Memorandum of Agreement MoA allowing for a transition period for the employees newly included in the AFSCME General Unit to reduce their leave balances and have part-time holidays paid in one manner throughout 2010.

### FUNDING

County Dollars =	\$
Other Sources & Amounts =	
	= \$
<b>TOTAL</b>	<b>= \$</b>

### FISCAL IMPACT

- None
- Included in current budget
- Budget amendment requested
- Other:

Related Financial Comments:

Reviewed by Division Director

Date: April 26, 2010



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Public Service Recognition Week Proclamation

Originating Division: Administration

Meeting Date: May 4, 2010

Amount of Time Requested: 5 minutes

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

The week May 3 - 9, 2010 is designated as Public Service Recognition Week.

Carver County employs over 600 individuals who have chosen public service careers involving the provision of services from public safety and law enforcement to social work and libraries; from information technology and land services to public health and public works; from taxation and finance to parks and financial assistance, and many others. This week is a time to recognize all public sector employees for their dedication to serving the citizens of Carver County and beyond.

The attached Proclamation serves to recognize these individuals for their commitment to providing public service.

### ACTION REQUESTED:

Motion to Adopt the attached Proclamation of to identify May 3 – 9, 2010 as Public Service Recognition Week, and authorize the Chairman of the County Board to sign the Proclamation.

### FUNDING

County Dollars = \$

Other Sources & Amounts = \$

TOTAL = \$0

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

Reviewed by Division Director

Date: April 26, 2010



***PUBLIC SERVICE RECOGNITION WEEK***

*In honor of the Carver County employees and the millions of public employees at the federal, state, county, and city levels:*

**Whereas:**

Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation working;

**Whereas:**

Public employees take not only jobs, but oaths;

**Whereas:**

Many public servants, including military personnel, police officers, firefighters, health care professionals and others, risk their lives each day in service to the people of the United States;

**Whereas:**

Public servants include administrative assistants, attorneys and nurses . . . custodians, engineers, and appraisers . . . deputy sheriffs, dispatchers and detention deputies . . . laborers, computer professionals and social workers . . . and countless other occupations. Day in and day out they provide the diverse services demanded by the American people of their government with efficiency and integrity; and

**Whereas:**

Without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials;

**Therefore:**

I, the Chairman of the Carver County Board of Commissioners, do hereby announce and proclaim to all citizens that May 3-9, 2010, is Public Service Recognition Week. All citizens are encouraged to recognize the accomplishments and contributions of government employees at all levels — federal, state, county and city.

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James Ische, Chairman, Carver County Board of Commissioners



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Employee Years of Service Recognition 2010**

Originating Division: Employee Relations

Meeting Date: May 4, 2010

Amount of Time Requested: 10 minutes

Attachments for packet:  Yes  NoItem Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

The first full week in May is observed as Public Service Recognition Week.

In 2008, the County Board approved the employee recognition program that was recommended by the AFSCME General Unit Labor Management Committee (LMC). Part of that program is the recognition of employees who have committed long careers to serving County residents. All employees reaching milestone years of service (5, 10, 15, 20 years, etc.) will be honored for their dedication by having their names and years of service listed on the Carver County Internet. Those reaching milestones of 25 years or more will be recognized in the Board Room.

The motion requested is to identify employees reaching milestones of 25, 30, 35 and 40 years of service in 2010.

**ACTION REQUESTED:**

Motion to recognize employees reaching 25, 30, 35 and 40 years of service in 2010.

**FUNDING**

County Dollars = \$

Other Sources &amp; Amounts = \$

**TOTAL** = \$0

Related Financial Comments:

**FISCAL IMPACT** None Included in current budget Budget amendment requested Other: Reviewed by Division Director

Date: April 26, 2010

# Carver County - 2010 Recognition for Years of Service

## 40 Years of Service in 2010

Deborah Bergstrom

## 35 Years of Service in 2010

Thomas Dauwalter

Debra Maresch

Richard Olson

## 30 Years of Service in 2010

Elton Anderson

Rowena Lauterbach

Jan Palumbo

William Weckman

Mark Williams

Lynette Wittsack

## 25 Years of Service in 2010

James Gamlin

Norbert Gomer

Linda Mueller

## 20 Years of Service in 2010

Debra Blazinski

John Freemyer

Steven Just

Jason Kamerud

Derek Lee

Kaylene Lemke

Mark Lundgren

Marion Mackenthun

Jean Mitchell

Sharon Mitchell

Laura Mueller

James Rudolph

Peter Sauter

Avelyne Wasser

Diane Wickenhauser

## 15 Years of Service in 2010

Lisa Anderley

Barbara Austin

Brian Diedrick

David Hemze

Keith Johnson

Ginni Klein

Paul Moline

Sue Ohnsorg

Lance Pearce

Michelle Sellinger

Jeffrey Trick

Melanie Warm-Taylor

## 10 Years of Service in 2010

Peter Anderley

Julie Bentz

Mark Ditsch

Michael Felt

Heike Flucas

Stephen Glaser

Thomas Haines

Jannette Healy

Peter Henschel

Jacob Hodge

Suzanne Hunt

Peggy Kinzler

Pamela Lanska

Larry Lessard

Susan Linden

Alicia Mackenthun

Dewitt Meier

Jonathon Nibbe

Cynthia Oraskovich

Donna Peterson

Lloyd Schaeffer

Joy Sindelir

Ann Skytta-Gurkanlar

Daniel Snow

Gary Stahlke

James Stoll

Bryan Stranberg

Scot Tatge

Bobbie Traxler

Timothy Walsh

Michael Wentzell

John Wickenhauser

Scott Winker

Sonja Wolter

Bob Zydowsky

## 5 Years of Service in 2010

Janice Adams

Kevin Allen

Meg Anderson-Lorentzen

Charles Arbuckle

Zachary Beebe

Benjamin Beyer

James Blatzheim

Erick Boder

James Clark

Christopher Curtis

Cynthia Fink



**5 Years of Service in 2010 continued**

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Roderick	Franks
Kristin	Hack
Mark	Hagelin
Bradley	Hendricks
Aaron	Hommerding
Doris	Janousek-Krogman
Kathy	Lapic
Carter	Linde
Lisa	Lindeman
Angie	Lunow
Timothy	Lynch
Barbra	Megowen
Joseph	Mckirahan
Mark	Meili
Michelle	Myers
Chris	Nelson
Lynn	Nicks
Sheila	Owen
Shannon	Quigley
Nathan	Reinhardt
Theresa	Rieland
Tanya	Sabol
Derek	Sanderson
Bonnie	Schanzenbach
Melissa	Shimitz
Thomas	Shoemaker
Nancy	Southorn
Daniel	Strickland
Steven	Taylor
Rian	Thiele
Mark	Westgard
Michael	Wollin
Zigrida	Zadach



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Public Employee Excellence Recognition Awards 2010

Originating Division: Employee Relations

Meeting Date: May 4, 2010

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

The first full week in May is observed as Public Service Recognition Week.

In 2008, the County Board approved the employee recognition program that was recommended by the AFSCME General Unit Labor Management Committee (LMC). Earlier this year employees across the County were asked to nominate worthy recipients of the second annual Public Employee Excellence Recognition (PEER) awards.

Each Division or Office has selected its PEER Award finalist in the areas of Customer Service and Innovation. The Excellence Committee of the LMC has selected the County-wide recipients in these categories as well as selecting a County-wide group as the Teamwork honorees.

The motion requested is to identify and congratulate the second annual PEER award recipients as part of Public Service Recognition Week. The Excellence Committee will announce the recipients.

### ACTION REQUESTED:

Motion to identify and congratulate the second annual Public Employee Excellence Recognition (PEER) award recipients.

### FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

**TOTAL** = \$0

*Related Financial Comments:*

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

Date: April 26, 2010

## CUSTOMER SERVICE

- **Pete Bendzick** – Public Works
- **Rhonda Betcher** – Attorney’s Office
- **Lorraine Brady** – Administrative Services
- **Cari Campbell** – Administrative Services
- **Jennifer Chapman** – Social Services
- **Beth Cone** – Social Services
- **Tammy Fitzloff** – Social Services
- **Bill Fouks** – Land & Water Services
- **Pauline Herrmann** – Public Health
- **Lucas Johnson** – Sheriff’s Office
- **Shane Patrick** – Employee Relations
- **Mary Rudloff** – Social Services
- **Mary Schuler** – Administrative Services
- **James Shelhamer** – Sheriff’s Office
- **Nancy Southorn** – Administrative Services
- **Steve Taylor** – Administrative Services
- **Diane Wickenhauser** – Social Services (2 nominations)
- **Sonja Wolter** – Employee Relations
- **Nancy Yates** – Attorney’s Office

## INNOVATION

- **Alan Herrmann** – Social Services
- **Heidi Hoks** – Administrative Services
- **Linda Jansen** – Sheriff’s Office
- **Nancie Pass** – Sheriff’s Office
- **Bryan Storms** – Sheriff’s Office

## TEAMWORK

- **H1N1 vaccination efforts**

Joy Ahern  
Tracy Bade  
Katy Boone  
Sara Brakke  
Ken Carlson  
Josh Carlyle  
Sue Doehlert  
Jenny Gafke  
Jannette Healy  
Pauline Herrmann  
Heidi Innvaer  
Allison Ishizaki  
Paulette Krautkremer

Nicole Krenik  
Deb Larsen  
Mary Lundahl  
Rae Jean Madsen  
Diane Rugland  
Carolyn Schmidt  
Luba Schulz  
Marcee Shaughnessy  
Mary Sjerven  
Mary K. Stevens  
Tim Walsh  
Carol Wentworth  
Mary Williams

TEAMWORK (continued)

- **Operation of the Environmental Center**

Kathy Dyess  
Joe Enfield  
Bill Fouks

Brad Hanzel  
Marcus Zbinden  
Leslie Wilson

- **Implementation of the Bevens/Carver Creek Fecal TMDL & SSTs Direct Discharge Program**

Greg Aamodt  
Bob Bird  
Dave Drealan

Joe Enfield  
Kim Jopp

- **Social Services Administrative Support Services eDoc Implementation Project**

Susan Blad  
Deb Blazinski  
Jessica Burau  
Jennifer Chapman  
Molly Koehler

Sandy Kopel  
Kim Kurtz  
Jaime Oliphant  
Marita Riesgraf  
Wendy Schuman

- **Insurance Labor Management Committee**

Brian Aldes (Teamster Business Agent)  
Sherry Amelse  
Chad Bacon  
Patrick Barry  
Dave Frischmon  
Thom Haines  
Dave Hemze  
Suzanne Hunt  
Francis Kerber

Doris Krogman  
Leanne Kunze (AFSCME Business Agent)  
Randy Maluchnik  
Dan Proulx (Consultant)  
Carolyn Schmidt  
Lenny Schmitz  
Joan Schwarz  
Diane Wabbe  
Mark Williams

- **Public Works Engineering for their Work on the 2007, 2008 & 2009 Highway Construction Projects**

Kevin Allen  
Rick Arnoldi  
Neal Burandt  
Patrick Davis (Retiree)  
Richard Filpula

Steve Greengard  
Doug Maeder  
Jay Molnau  
Scott Smith

- **Social Services Child Protection Assessment**

Sherry Amelse  
Carole Cole

Amy Conzemius  
Tanya Sabol

- **Social Services Foster Care Unit**

Dave Chirpich  
Janice Melton  
Jan Pouliot  
Bonnie Schanzenbach

Joy Sindelir  
Bobbie Traxler  
Jill Willems

- **Social Services Intake and Assessment**

Sherry Amelse  
Carol Cole  
Amy Conzemius  
Nancy Dager  
Deb Fredericksen  
Norb Gomer

Angela Korich-Starling  
Sarah Kulesa  
Sarah Manthei  
Ashley Peterson  
Tanya Sabol  
Diane Wickenhauser

- **Social Services Child Welfare and Protection**

Sherry Amelse  
Carol Cole  
Amy Conzemius  
Nancy Dager  
Deb Fredericksen  
Angela Korich-Starling

Sarah Kulesa  
Sarah Manthei  
Ashley Peterson  
Tanya Sabol  
Diane Wickenhauser

- **Public Health Office Support Services**

Cathy Gruenhagen (now in CSS)  
Jannette Healy  
Paulette Krautkremer

Luba Schulz  
Marcee Shaughnessy

- **Public Works Highway Maintenance**

James Moyer  
David Wadsen



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : County Administrator's Performance Summary

Originating Division: Employee Relations

Meeting Date: May 4, 2010

Amount of Time Requested: 5 minutes

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

Carver County Personnel Policies require that all staff receive annual Performance Evaluations.

Minnesota Statute 13D.05, Subd. 3. allows the County Board to meet in a closed session for purposes of evaluating the performance of an individual who is subject to the Board's authority. The County Administrator reports directly to the County Board. The Board conducted that closed session on April 27, 2010.

The statute further requires a summary statement reflecting the conclusions reached during the closed session to be presented for the public record at the next regular meeting. The Chairman has a statement to read into the record reflecting the conclusions of the closed session.

### ACTION REQUESTED:

Motion to adopt the summary statement read by the Chairman as the official summary of Mr. Hemze's performance as County Administrator for the year May, 2009 – April 2010.

### FUNDING

County Dollars = \$

Other Sources & Amounts = \$

**TOTAL** = \$0

*Related Financial Comments:*

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

Date: April 26, 2010



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Request to Create Temporary On-Call Bus Driver Positions

Originating Division: Community Social Services

Meeting Date: May 4, 2010

Amount of Time Requested: 10 minutes

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** This past April staff updated the Board in a Joint Work Session with Scott County on SmartLink Transit. In that presentation under future endeavors it was stated staff would be coming back shortly to request temporary staffing to provide transit services during the summer months for clients participating in our Prep Adventure program. Prep Adventure provides both clinical services and classroom instruction for approximately 40 at risk youth in Carver County between the ages of 8 -15, and this year is scheduled to operate from June 21st to August 12<sup>th</sup>. In prior years, vans have had to be leased & professional Prep Adventure staff have transported the youth to and from the program. By utilizing SmartLink bus drivers to provide the rides with existing vehicles, the cost to provide transit for these youths will be less. In addition, due to the therapeutic nature of the program and the type of youth be served, the majority of the rides will be reimbursable by Medical Assistance funding.

In order to provide this transit service for Prep Adventure, we would need to hire 4 temporary on-call bus drivers, 3 of which would drive up to 7 hours per day, 4 days per week, with 1 driver slotted as a back-up. Each year, several qualified school bus drivers contact our office for temporary bus-driving opportunities during the summer months, so securing the needed drivers should not pose a problem. We are projecting the entire cost for these drivers and the vehicles and fuel associated with them at no more than \$15,000, while revenue from Medical Assistance is conservatively estimated at \$20,000.

**ACTION REQUESTED:** Motion to approve creating four (4) Temporary On-Call bus drivers to provide transit services for the Carver County Prep Adventure program.

### FUNDING

County Dollars =	\$
Other Sources & Amounts =	
Medical Assistance	= \$20,000
<b>TOTAL</b>	<b>= \$20,000</b>

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:* There will be no tax levy cost associated with this action. It is projected that the service will actually generate \$5,000 of revenue above and beyond the cost to provide the service.

Reviewed by Division Director

Date: 4/26/2010

# BUDGET AMENDMENT REQUEST FORM

**Submit to Finance Office one week prior to County Board Session.**

**DEPARTMENT:** Community Social Services

**DATE of County Board Session:** May 4, 2010

**Fund:** 11

Description of Account funds are to be transferred from:	Amount	Description of Account funds are to be transferred to:	Amount
Federal MA Revenue	\$ 20,000	Salaries & Benefits	\$ 13,500
		Vehicle & Fuel Costs	\$ 1,500
<b>TOTAL:</b>	<b>\$ 20,000</b>	<b>TOTAL:</b>	<b>\$ 15,000</b>

**A. Reason for Request:** See Board Action.

**B. Financial Impact: (To be filled out by Controller)**

**C. Contingency Beginning of the Year Balance:** \$ 300,000

**D. Prior Contingency Adjustment:**

**E. Current Contingency Adjustment:** \$ -

**F. Remaining Balance:** \$ 300,000

**G. Requested By:** Gary Bork - Director of Community Social Services

**H. Recommend Approval:** Finance Director

**I. County Board Decision:** Approval/Disapproval