

Carver County Board of Commissioners  
 September 28, 2010  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:15 a.m.	1.	<ul style="list-style-type: none"> <li><i>a) CONVENE</i></li> <li><i>b) Pledge of Allegiance</i></li> <li><i>c) Public participation (comments limited to five minutes)</i></li> <li><i>d) Introduction of New Employees</i></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of September 14, 2010 Regular Session .....	1-3
	4.	Community announcements	
9:15 a.m.	5.	<b>CONSENT AGENDA</b>	
	5.1	Kraus-Anderson contract amendment .....	4
	5.2	Veterans Service Officer reappointment .....	5
	5.3	Approval of second amendment to Public Health Preparedness/Cities Readiness Initiative grant contract.....	6
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	5.5	Renewal application for on-sale and Sunday liquor license for Baumann Enterprises, Inc. dba B's on the River .....	8
	5.6	Approval of final payment of construction project SP 10-070-03; HSIP 6" Epoxy Edgeline .....	9-10
	5.7	Approve three month extension of temporary employment counselor.....	11
	5.8	Reduction of 1 licensed FTE effective September 1st.....	12
	5.9	Reduction of 1 licensed FTE effective January 1 <sup>st</sup> .....	13
	5.10	Community Social Services' warrants .....	NO ATT
	5.11	Commissioners' warrants.....	SEE ATT

9:15 a.m.	<b>6.</b>	<b>COUNTY ADMINISTRATION</b>	
	6.1	Fire Prevention Week .....	14-16
	6.2	Appointment to the Minnehaha Creek Watershed District ....	17
9:35 a.m.	<b>7.</b>	<b>EMPLOYEE RELATIONS</b>	
	7.1	Approval of 2011 short term disability insurance rates and provider .....	18
	7.2	Approval of 2011 long term disability insurance rates and provider .....	19
	7.3	Approval of 2011 life insurance rates and provider .....	20
	7.4	Approval of 2011 health insurance rates and provider .....	21
	7.5	Approval of 2011 employer costs for certain retiree health insurance .....	22
10:05 a.m.		<b>ADJOURN REGULAR SESSION</b>	
10:05 a.m.		<b>BOARD REPORTS</b>	
	1.	Chair	
	2.	Board Members	
	3.	Administrator	
10:30 a.m.	4.	Adjourn	

David Hemze  
County Administrator

<b>UPCOMING MEETINGS</b>
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October 5, 2010	9:15 a.m. County Board Meeting
October 7, 2010	7:00 p.m. ACCEL Meeting, Cologne Community Center
October 12, 2010	9:15 a.m. County Board Meeting
October 19, 2010	4:00 p.m. County Board Work Session
October 26, 2010	9:15 a.m. County Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on September 14, 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.

Workman moved, Lynch seconded, to approve the minutes of the September 7, 2010, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Authorized Public Health and Environmental employee to attend a national Public Health Emergency Preparedness Committee meeting in Atlanta, GA, November 4-5, 2010.

Approved five year contract with Adult Training and Habilitation Center to operate the new recycling center in Watertown.

Renewed on sale and Sunday liquor license for Dahlgreen Golf Club, Inc.

Approved out of state travel to allow four CSS employees to travel to Japan to present at International Symposium for Child Protection Workers.

Approved out of state travel to allow CSS employee to attend meeting with Casey Family Programs on October 26-27 in Seattle, Washington.

Professional service agreement with WSB & Associates for Phase I Asset Management Implementation.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Gary Bork, Community Social Services, requested the Board approve the creation of a 1.0 FTE eligibility specialist. He explained the position processes applications for medical assistance,

financial support and cash and they have seen significant increases in the number of cases over the last three years. Bork pointed out federal law requires them to determine an applicant's eligibility within 30 days. He clarified he was asking for two eligibility specialists for 2011 but he was moving his request to as soon as possible to allow them to stay on top of the caseload. He noted the decrease in contracted services that provides the tax levy to fund the position as well as the 50% federal match.

Lynch moved, Degler seconded, to approve the creation of a 1.0 FTE eligibility specialist effective immediately and related CSS budget amendment increasing federal administrative revenue \$10,760 and increasing salaries and benefits \$13,947, equipment costs \$7,572 and a reduction of contract salaries in the amount of \$10,759. Motion carried unanimously.

Bork requested the Board approve creating a 1.0 on call grant funded bus driver position. He pointed out the collaborative efforts with Scott County to provide transportation services. Bork stated the Met Council has granted them additional funds through September 2011 and they planned on using some of those funds for a time limited on call bus driver. He clarified 100% of the temporary position would be funded by the Met Council grant. Bork stated, as a result of the collaborative, they have been able to increase ridership with no County tax levy.

Workman moved, Maluchnik seconded, to approve the creation of a 1.0 FTE on call bus driver position through September 30, 2011, and related CSS budget amendment increasing 2010 transportation collaborative revenue \$10,055, 2011 transportation collaborative revenue \$24,184 and increasing 2010 salary and benefits \$10,055 and 2011 salary and benefits \$24,184. Motion carried unanimously.

Randy Wolf, Public Health and Environment, requested the Board set the 2011 preliminary water levy for the six taxing watershed districts. He stated the tax levy was the same as 2010.

Paul Moline, Public Health and Environment, explained the water levy was put in place in 2002 to operate and implement the Carver County Water Management Plan. He stated the purpose of the plan is to improve water resources in the County. He added one of the uses of the funds has been to match grants dollars and that has been very successful.

Degler moved, Lynch seconded, to set the preliminary levy s follows for the respective WMO taxing districts:

Bevens Creek	\$62,442
Carver Creek	183,738
Crow River	104,197
East Chaska Creek	130,397
West Chaska Creek	38,318
Pioneer Sarah Creek	5,892

Motion carried unanimously.

REGULAR SESSION  
September 14, 2010

Maluchnik moved, Lynch seconded, to adjourn the Regular Session at 9:45 a.m. and go into a work session with Administrative Services. 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.)



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Kraus-Anderson contract amendment

Originating Division: Administrative Services

Meeting Date: September 28, 2010

Amount of Time Requested: N/A

Attachments for packet:  Yes  No

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

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

On October 9, 2007, the County Board approved a contract with Kraus-Anderson (KA) Construction Company for construction management services. As the Government Center project (which included construction and remodeling of new courtrooms, finishing of 28,000 sf of space in the lower level and relocation and expansion of space for the County Attorney, Probation and Court Administration) encountered several unforeseen conditions which affected the overall schedule – in 2007 KA established their budget based on a 10 month schedule and the duration ended up being 14 months. Primary reasons for the 4 month slip include: unforeseen structural conditions w/ tying in the existing building to the 3rd floor addition, unforeseen mechanical and electrical routing constraints, numerous design changes, many were related to the unforeseen conditions, multiple bid packaging due to budget constraints.

Staff has negotiated with KA for only directs costs incurred for site services and reimbursables. Those increases are \$46,962 and \$22,297 respectively. The original budget for site services as quoted by KA was \$221,481 and \$60,408 for reimbursables.

	Original Budget	Request
Site Services	\$221,481	\$46,962
Reimbursables	\$ 60,408	\$22,297
		\$69,259

Site services include additional site superintendent and project management time required to be on the job site for the additional four months. Reimbursables include additional utilization of temporary heat and toilets, site construction trailer and other miscellaneous rental costs.

Again, these are direct costs incurred by Kraus-Anderson Construction Company. The Government Center project of \$8.5 million remains within the project budget established. Therefore, staff is recommending the original contract be amended to include the additional services at a cost of \$69,259.

**ACTION REQUESTED:** Motion to approve a contract amendment with Kraus-Anderson.

### FUNDING

County Dollars = \$ 69,259

Other Sources & Amounts = \$

= \$

**TOTAL** = \$ 69,259

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

*Related Financial Comments:* Overall, the project will come in under budget

Reviewed by Division Director

Date: 8/27/10



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Veterans Service Officer Reappointment**

Originating Division: County Administration

Meeting Date: September 28, 2010

Amount of Time Requested: NA

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

On October 3, 2006 the Carver County Board appointed Mr. David Priem as Carver County's Veterans Service Officer (VSO). Minnesota State Statute requires the appointment of the VSO to a four-year term. Therefore, Mr. Priem's appointment will expire on October 2, 2010.

Mr. Priem has performed extremely well as the Carver County's VSO especially in the areas of outreach and securing grant funds.

**ACTION REQUESTED:** Motion to reappointment Mr. David Priem as Carver County's Veteran Service Officer, effective October 2, 2010 for a four-year expiring on October 1, 2014 per Minnesota Statute 197.60.

**FUNDING**

County Dollars = \$  
 Other Sources & Amounts = \$  
 = \$  
**TOTAL** = \$

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:* Reviewed by Division Director

Date: 9/20/10



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of Second Amendment to Public Health Preparedness (PHP) / Cities Readiness Initiative (CRI) Grant Contract**

Originating Division: Public Health and Environment

Meeting Date: 9/28/10

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:**

In 2008, the Minnesota Department of Health awarded Carver County Public Health \$93,995 for Public Health Preparedness and Cities Readiness Initiative (CRI) activities, effective until August 9, 2009. In August 2009, the grant was amended to add \$90,825 for use from August 10, 2009 to August 9, 2010. This year, the Minnesota Department of Health amended the 2008 grant a second time, adding \$95,524. The grant is used to continue planning for strategic direction, coordination and management in responding to acts of terrorism, outbreaks of infectious diseases and other public health threats and emergencies. It is effective August 10, 2010 to August 9, 2011.

**ACTION REQUESTED:**

Motion to approve the Second Amendment to the Public Health Preparedness and Cities Readiness Initiative grant award from the Minnesota Department of Health, as the Community Health Board.

**FUNDING**

County Dollars = \$  
 Other Sources & Amounts =  
 Mn. Dept. of Health = \$95,524  
**TOTAL = \$95,524**

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested by **Ken Carlson**  
 Other:

*Related Financial Comments:* The grant term is effective from August 10, 2010 through August 9, 2011. Budget estimates of \$52,981 for revenue and expenditures for seven months of the grant have been included in Public Health's 2011 budget request. An amendment to add the remaining \$42,543 to the 2010 division budget for the first five months of the grant is requested as follows:

			<u>TOTAL</u>
Add to 2010 Revenue:	01-460-464-2364-5420	Cities Readiness Initiative (CRI) Grant	13,736
	01-460-464-2368-5420	Public Health Preparedness (PHP) Grant	<u>28,807</u>
<b>TOTAL REVENUE INCREASE</b>			<b><u>\$42,543</u></b>
Add to 2010 Expenditure:	01-460-464-2364-6271	Contractual Expense (CRI)	7,400
	01-460-464-2368-6271	Contractual Expense (PHP)	<u>10,000</u>
(Services & Charges)	01-460-464-2364-6211	Telephone Expense (CRI)	384
	01-460-464-2368-6260	Professional/Technical Fees (PHP)	3,620
	01-460-464-2368-6346	Service Agreements (PHP)	5,000
	01-460-464-2368-6421	Food and Beverage (PHP)	<u>650</u>
	01-460-464-2364-6401	Office Supplies (CRI)	2,336
	01-460-464-2368-6401	Office Supplies (PHP)	<u>1,153</u>
	01-460-464-2364-6480	Non Capitalized Equipment (CRI)	4,000
	01-460-464-2368-6480	Non Capitalized Equipment (PHP)	<u>8,000</u>
<b>TOTAL EXPENDITURE INCREASE</b>			<b><u>\$17,400</u></b>
			<b><u>\$ 9,654</u></b>
			<b><u>\$ 3,489</u></b>
			<b><u>\$12,000</u></b>
			<b><u>\$42,543</u></b>

Reviewed by Division Director

Date: 9/17/10





# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Renewal Application for On-Sale and Sunday Liquor License for Timber Creek Golf Course LLC DBA Timber Creek Golf Course**

Originating Division: Property Records Taxpayer Services

Meeting Date: 09/28/10

Amount of Time Requested: 0 minutes

Attachments for packet: Yes X No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Shannon Burks, General Manager of Timber Creek Golf Course has applied for renewal of their On-Sale and Sunday Liquor License. Timber Creek Golf Course is located at 9750 County Road 24, Watertown, MN 55388. There are no delinquent real estate taxes on this property.

**ACTION REQUESTED:**

Approval of the Request for Renewal of On-Sale and Sunday Liquor License for Timber Creek Golf Course

**FUNDING**

County Dollars = \$

Other Sources & Amounts = \$

=

**TOTAL** = \$

**FISCAL IMPACT**

X None

Included in current budget

Budget amendment requested

Other: Not Budgeted

**Related Financial Comments:**

The License Fee for Timber Creek Golf Course is as follows:

On-Sale Liquor \$1,500.00

Sunday Liquor \$ 200.00

Reviewed by Laurie Engelen Taxpayer Services Manager

Date:

9-20-10



# REQUEST FOR BOARD ACTION

**AGENDA ITEM :** Renewal Application for On-Sale and Sunday Liquor License for Baumann Enterprises INC DBA B's on the River

Originating Division: Property Records Taxpayer Services      Meeting Date: 9/28/10  
 Amount of Time Requested: 0 minutes      Attachments for packet: Yes X No  
 Item Type:  Consent    Regular Session    Closed Session    Work Session    Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Bryan Baumann, Owner/President of B's on the River has applied for renewal of their On-Sale and Sunday Liquor License. B's on the River is located at 1455 County Road 27, Watertown, MN 55388. There are no delinquent real estate taxes on this property.

**ACTION REQUESTED:**

Approval of the Request for Renewal of On-Sale and Sunday Liquor License for B's on the River.

**FUNDING**

County Dollars = \$  
 Other Sources & Amounts = \$  
 =  
**TOTAL** = \$

**FISCAL IMPACT**

X None  
 Included in current budget  
 Budget amendment requested  
 Other: Not Budgeted

**Related Financial Comments:**

The License Fee for B's on the River is as follows:  
 On-Sale Liquor License \$1,500.00  
 Sunday Liquor License \$ 200.00

Reviewed by Laurie Engelen Taxpayer Services Manager

Date:

9-16-10



# REQUEST FOR BOARD ACTION

**AGENDA ITEM:** APPROVAL OF FINAL PAYMENT OF CONSTRUCTION PROJECT SP 10-070-03: HSIP 6" EPOXY EDGELINE

Originating Division: Public Works

Meeting Date: September 28, 2010

Amount of Time Requested: NA

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

Construction Project SP 10-070-03 is funded with Federal Highway Safety Improvement Program (HSIP) money and placed 628,408 lineal feet of 6 inch epoxy edgeline stripes on various Carver County state aid and county roads.

After final measurements by staff, this project is being completed at 98% of the original contract. Final acceptance by the contractor has been received and we are ready to finalize this project with Century Fence. Board Action is needed to finalize the contract.

**ACTION REQUESTED:** Approve Board Action and adopt resolution accepting the project as complete and finalize this project between Carver County and Century Fence.

**FUNDING**

State Aid Dollars = \$ 12,816.80

Other Sources & Amounts =

Federal HSIP =\$115,351.17

**TOTAL = \$128,167.97**

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

*Related Financial Comments:* HSIP funds reimburse 90% of total construction costs.

Reviewed by Division Director

Date: 09-20-10

S:\Projects\SP 10-070-03 2009 HSIP 6 Pavement Markings\7003 BAF-Final Payment.docx

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

Date: 09/28/2010  
Motion by Commissioner: \_\_\_\_\_

Resolution No: \_\_\_\_\_  
Seconded by Commissioner: \_\_\_\_\_

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**COUNTY BOARD ACKNOWLEDGMENT  
THAT SP 10-070-03 IS COMPLETE AND  
READY TO FINALIZE CONTRACT**

Whereas, the construction project SP 10-070-03 is funded with Federal Highway Safety Improvement Program (HSIP), have in all things been completed, and the County Board being fully advised in the premises, now then be it resolved, that we do hereby accept said completed project for and on behalf of the County of Carver and authorize the finalization of this contract with Century Fence.

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

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 28th day of September, 2010, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 28th day of September, 2010.

\_\_\_\_\_  
County Administrator



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Approve Three Month Extension of Temporary Employment Counselor

Originating Division: Community Social Services

Meeting Date: 9/21/2010

Amount of Time Requested: NA

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** To deal with the increased demand for job retraining and re-employment assistance as a result of company lay-offs, a temporary employment counselor was hired in June 2009 with American Recovery and Reinvestment Act (ARRA) funding. While the number of layoffs the community is experiencing has declined somewhat, employers are still not adding that many new jobs and we continue to experience high demand for our services. Additional ARRA federal funding was received in June 2010 to assist dislocated workers in becoming retrained & re-employed, & the temporary employment counselor position was extended 3 months through September 2010. Currently this individual has an active caseload of 137 clients, with 22 more waiting to be enrolled.

In order to meet the continued demand for workforce services, the Division is requesting to again extend the duration of the temporary employment counselor an additional three months through 12/31/2010. 100% of the costs of this position would be paid for with ARRA funds.

**ACTION REQUESTED:** Motion to approve extending the temporary Employment Counselor through 12/31/2010.

### FUNDING

County Dollars = \$

Other Sources & Amounts =

Federal ARRA = \$

**TOTAL = \$**

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

*Related Financial Comments:* This position is funded 100% with federal American Recovery and Reinvestment Act funding. The ARRA funding expires June 30, 2011 and the Division will have sufficient funding to extend the position for an additional three months.

Reviewed by Division Director

Date: September 8, 2010



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Reduction of 1 Licensed FTE**

Originating Division: Sheriff

Meeting Date: 9/28/2010

Amount of Time Requested: N/A

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

School District 930 and 110 shared an FTE School Resource Officer for the 2009-2010 school year. The districts made a decision not to fund the FTE for the school year 2010-2011.

**ACTION REQUESTED:** *Make a motion to reduce the Sheriff's Office FTE count by 1 licensed position effective September 1, 2010.*

**FUNDING**

County Dollars = \$

Other Sources &amp; Amounts =

= \$

**TOTAL** = \$**FISCAL IMPACT** None Included in current budget Budget amendment requested Other:

*Related Financial Comments:* Reduce the salary and benefits by \$26,680.

Reduce revenue line item 01-201-23901733-5574 by \$26,680

 Reviewed by Division Director

Date: 9/15/2010



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Reduction of 1 Licensed FTE**

Originating Division: Sheriff

Meeting Date: 9/28/2010

Amount of Time Requested: N/A

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

The cities of Norwood Young America, Cologne and Hamburg shared a sworn FTE in a regional police plan in 2010. Due to budget constraints they made a decision not to fund the shared FTE for 2011.

**ACTION REQUESTED:** *Make a motion to reduce the Sheriff's Office FTE count by 1 licensed position effective January 1, 2011.*

**FUNDING**

County Dollars = \$

Other Sources &amp; Amounts = \$

**TOTAL** = \$**FISCAL IMPACT** None Included in current budget Budget amendment requested Other:

*Related Financial Comments:* Reduce salary and benefits by \$90,545.

Reduce revenue line 01-201-236-0000-5574 by \$90,545

 Reviewed by Division Director

Date: 9/15/2010



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Fire Prevention Week

Originating Division: County Administration

Meeting Date: September 28, 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:

Fire Prevention Week was established to commemorate the Great Chicago Fire, the tragic 1871 conflagration that killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 structures and burned more than 2,000 acres. While the Great Chicago Fire was the best-known blaze to start during this period, it wasn't the biggest. That distinction goes to the Peshtigo Fire, the most devastating forest fire in American history. The fire, which also occurred in 1871, and roared through Northeast Wisconsin, burning down 16 towns, killing 1,152 people, and scorching 1.2 million acres before it ended.

Those who survived the Chicago and Peshtigo fires never forgot what they'd been through. But the fires also changed the way that firefighters and public officials thought about fire safety. On the 40th anniversary of the Great Chicago Fire, the Fire Marshals Association of North America decided that the anniversary of the Great Chicago Fire should henceforth be observed not with festivities, but in a way that would keep the public informed about the importance of fire prevention.

In 1920, President Woodrow Wilson issued the first National Fire Prevention Day proclamation, and since 1922, Fire Prevention Week has been observed on the Sunday through Saturday period in which October 9 falls.

The National Fire Protection Association, the official sponsor of Fire Prevention Week, has developed the 2010 theme of "Smoke Alarms: A Sound You Can Live With!" This year's campaign is designed to educate people about the importance of smoke alarms and encourages everyone to take the steps necessary to update and maintain their home smoke alarm protection.

Carver County has invited the local Fire Chiefs to the Board meeting to proclaim Fire Protection Week in Carver County and recognize the efforts and contributions of the local fire departments.

**ACTION REQUESTED:** Motion to approve resolution declaring October 3-9, 2010 as Carver County Fire Prevention Week.

#### FUNDING

County Dollars = \$  
Other Sources & Amounts = \$  
= \$  
**TOTAL** = \$

#### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

Related Financial Comments:

Reviewed by Division Director

Date: 9/17/10





## BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: September 28, 2010

Resolution No.: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

### RESOLUTION DECLARING CARVER COUNTY FIRE PROTECTION WEEK

WHEREAS, Carver County is committed to ensuring the safety and security of all those living in and visiting our county; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk to fire; and

WHEREAS, nearly 3,000 people die each years as a result of home fires each year; and

WHEREAS, roughly two-thirds of home fire deaths resulted from home fires in which no smoke alarms or no working smoke alarms were present; and

WHEREAS, working smoke alarms cut the chance of dying in a reported fire in half; and

WHEREAS, the National Fire Protection Association recommends at least one smoke alarm on every level of the home (including the basement) outside all sleeping areas, and in all bedrooms; and

WHEREAS, informing the public about the importance of smoke alarm installation and maintenance serves an essential step toward increasing the public's safety from home fires; and

WHEREAS, Carver County's local fire and emergency services departments are dedicated to reducing the occurrence of home fires and home fire deaths and injuries through prevention and proper education; and

WHEREAS, Carver County residents are responsive to public education measures and are able to take personal responsibility to increase their safety from fire, especially in their homes; and

WHEREAS, the Fire Prevention Week 2010, October 3-9 theme, "Smoke Alarms: A Sound You Can Live With!" actively works to motivate Carver County residents to implement smoke alarm recommendations in their homes;

THEREFORE BE IT RESOLVED, that Carver County does hereby proclaim October 3-9, 2010 as Fire Prevention Week throughout this county, and urges all people of Carver County to protect their homes and families by heeding the potentially life-saving messages of Fire Prevention Week 2010, and to support the many activities and efforts of Carver County's local fire and emergency services departments.

THEREFORE BE IT FURTHER RESOLVED, that Carver County recognizes and appreciates the hard work and dedication of the local firefighters throughout Carver County for their efforts in protecting lives and property.

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

**STATE OF MINNESOTA  
COUNTY OF CARVER**

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 28 day of September, 2010, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
County Administrator



# REQUEST FOR BOARD ACTION

**AGENDA ITEM: Appointment to the Minnehaha Creek Watershed District Board of Managers**

Originating Division: Administration

Meeting Date: 9/28/10

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:**

There is a current vacancy on the Minnehaha Creek Watershed District Board of Managers. Notice of this vacancy has been published in the County's legal newspaper.

Applications have been received from the following individuals:

William Olson, 6315 Maple Ridge, Excelsior.  
Joseph Pavelko, 7975 Acorn Circle, Victoria

**ACTION REQUESTED: Motion appointing a County representative to the Minnehaha Creek Watershed District Board of Managers.**

**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: 9/21/10



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of 2011 Short-term Disability Insurance Rates & Provider**

Originating Division: Employee Relations

Meeting Date: September 28, 2010

Amount of Time Requested: 5 minutes

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

The County includes \$100.00 per week short-term disability insurance coverage as a core benefit in the Cafeteria Benefit Plan for employees in all bargaining units as well as the non-bargaining group and elected officials. This was a new product in 2010, and like long-term disability and life insurance, must go through a bid process every five years. This is the first time the county has gone through the formal process for bids, and will do so in the future on the same cycle as long-term disability and life insurance. Integrity Benefits handled the bid process for the County and 10 companies submitted proposals for our business in 2011 and beyond.

The best price came from Sunlife through NJPA at \$2.21 per \$100.00 of payroll replacement coverage. This is \$1.19 per \$100.00 of coverage less costly than with the current provider, Assurant. The additional coverage employees may choose to purchase is at the same rates and results in the same savings as the County for 2011 and beyond.

The Insurance Labor Management Committee examined the coverage and recommends moving to NJPA Sunlife for the County's Short-term disability Insurance coverage for 2011 – 2013, the three years that the above rates are guaranteed, resulting in a savings of approximately \$8,000 per year for the County compared to 2010.

The motion requested is to provide short-term disability insurance for employees through NJPA Sunlife, beginning in 2011, and continuing through 2013, the entire rate guarantee period.

**ACTION REQUESTED:**

Motion to approve providing employee short-term disability insurance through NJPA Sunlife at an annual cost of \$15,000.00 per year, for 2011 – 2013.

**FUNDING**

County Dollars = \$15,000.00

Other Sources &amp; Amounts =

= \$

**TOTAL** = \$15,000.00**FISCAL IMPACT** None Included in current budget Budget amendment requested Other: will be included in the Administrator's 2011 Budget Recommendation

Related Financial Comments:

 Reviewed by Division Director

Date: 9/207/2010



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of 2011 Long-term Disability Insurance Rates & Provider**

Originating Division: Employee Relations

Meeting Date: September 28, 2010

Amount of Time Requested: 5 minutes

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

The County includes long-term disability insurance as a core benefit in the Cafeteria Benefit Plan for employees in all bargaining units as well as the non-bargaining group and elected officials. Every five years, the County is required to go out for bids on this product. In prior years, MCIT handled the bid process for counties, but has recently discontinued this service. This year, Integrity Benefits handled the bid process for the County and 10 companies submitted proposals for our business.

The best price came from Sunlife through NJPA at \$0.28 per \$100.00 of payroll replacement coverage. This is \$0.15 per \$100.00 less costly than with the current provider, Assurant.

The Insurance Labor Management Committee examined the coverage and recommends moving to NJPA Sunlife for the County's Long-term disability Insurance coverage for 2011 – 2013, the three years that the above rates are guaranteed, resulting in a savings of approximately \$50,000 per year for the County.

The motion requested is to provide long-term disability insurance for employees through NJPA Sunlife, beginning in 2011, and continuing through 2013, the entire rate guarantee period.

**ACTION REQUESTED:**

Motion to approve providing employee long-term disability insurance through NJPA Sunlife at an annual cost of \$100,000.00 per year, for 2011 – 2013.

**FUNDING**

County Dollars = \$100,000.00

Other Sources &amp; Amounts =

= \$

**TOTAL** = \$100,000.00**FISCAL IMPACT** None Included in current budget Budget amendment requested Other: will be included in the Administrator's 2011 Budget Recommendation

Related Financial Comments:

 Reviewed by Division Director

Date: 9/7/2010



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Approval of 2011 Life Insurance Rates & Provider

Originating Division: Employee Relations

Meeting Date: September 28, 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 County includes life insurance as a core benefit in the Cafeteria Benefit Plan for employees in all bargaining units as well as the non-bargaining group and elected officials. Every five years, the County is required to go out for bids on this product. In prior years, MCIT handled the bid process for counties, but has recently discontinued this service. This year, Integrity Benefits handled the bid process for the County and 20 companies submitted proposals for our business.

The best price came from Sunlife through NJPA at \$0.07 per \$1,000.00 basic life coverage, plus \$0.03 per \$1,000.00 for accidental death or dismemberment (ADD) for a total of \$0.10 per \$1K per employee, compared to the current plan through the Municipal Pool with the Minnesota Life Insurance Company at \$0.17 per \$1K per employee. Rates for spouses and dependents remain at \$0.37 and \$1.30 respectively.

The employee-paid supplemental life insurance is also somewhat less costly with NJPA Sunlife than with the Municipal Pool.

The Insurance Labor Management Committee examined the coverage and recommends moving to NJPA Sunlife for the County's Life Insurance coverage for 2011 – 2013, the three years that the above rates are guaranteed, resulting in a savings of approximately \$25,000 per year for the County and another \$20,000 for employees.

The motion requested is to provide life insurance for employees through NJPA Sunlife, beginning in 2011, and continuing through 2013, the entire rate guarantee period.

### ACTION REQUESTED:

Motion to approve providing employee life insurance through NJPA Sunlife at an annual cost of \$42,000.00 per year, for 2011 – 2013.

#### FUNDING

County Dollars	=	\$42,000.00
Other Sources & Amounts	=	\$
<b>TOTAL</b>	=	<b>\$42,000.00</b>

#### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other: will be included in the Administrator's 2011 Budget Recommendation

Related Financial Comments:

Reviewed by Division Director

Date: 9/20/2010



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Approval of 2011 Health Insurance Rates & Provider

Originating Division: Employee Relations

Meeting Date: September 28, 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 County has migrated most employees to the Cafeteria Benefit Plan and needs to do two things for 2011 health insurance:

1. Set the rates for the 2011 insurance based on the information from the provider; and
2. Establish the County Cafeteria contribution toward all elective benefits for the non-bargaining staff.

The County received an aggregate health insurance rate increase of 2.19% from Health Partners. This is the lowest rate increase in several years and may be, at least in part, attributable to the plan design changes and wellness efforts that have been initiated in recent years. As a result of taking a careful look at the plan experience in 2009 and 2010, the Insurance Labor Management Committee is recommending that the insurance rates for 2011 reflect the experience and that the rates for Plans B, C, And D remain the same as they were in 2010, and that the entire increase be applied to Plan A. That pattern would have these 2011 Health Insurance premium rates:

**Plan A** total cost for **single** coverage = \$724.77 / mo.,

**Plan A** total cost for **family** coverage = \$2,217.94 / mo

**Plan B** total cost for **single** coverage = \$526.64 per month, (employer funded HRA \$750.00 / year)

**Plan B** total cost for **family** coverage = \$1,609.87 / mo., (employer funded HRA \$1,500.00 / year)

**Plan C** total cost for **single** coverage = \$564.10 / mo.,

**Plan C** total cost for **family** coverage = \$1,704.47 / mo.,

**Plan D** total cost for **single** coverage = \$505.65 per month, (employer funded HSA \$1,000.00 / year)

**Plan D** total cost for **family** coverage = \$1,528.02 / mo., (employer funded HSA \$2,000.00 / year)

The collective bargaining agreements that are in place have a 2011 monthly cafeteria contribution of \$1,150.00 for family health insurance; \$650.00 for single health insurance; \$250.00 toward single insurance for part-time workers and \$150.00 for those who waive health insurance.

The motions requested are to set the 2011 health insurance premiums, HRA and HSA contributions at the rates above; and to set the cafeteria contributions for non-bargaining staff at the amounts as the collective bargaining agreements have established for 2011.

### ACTION REQUESTED:

Motion to set the monthly 2011 health insurance premiums at the rates listed above, with annual HRA and HSA contributions \$750.00 and \$1,000.00 for singles and \$1,500.00 and 2,000.00 for families, respectively.

Motion to set the monthly cafeteria contributions for non-bargaining staff at \$1,150.00 for employees selecting family insurance, \$650.00 for employees selecting single health insurance, \$150.00 for employees waiving health insurance and \$250.00 toward the cost of single health insurance for part time employees.

### FUNDING

County Dollars = \$6,200,000.00

Other Sources & Amounts = \$1,400,000.00

(Employee portion of costs)

**TOTAL** = \$7,600,000.00

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other: will be included in the Administrator's 2011 Budget Recommendation

### Related Financial Comments:

The numbers above reflect the County contributions to the Cafeteria Plan, the cost of health insurance, and the accompanying HRA and HSA contributions.

Reviewed by Division Director

Date: 9/20/2010



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Approval of 2011 Employer Costs for Certain Retiree Health Insurance

Originating Division: Employee Relations

Meeting Date: September 28, 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 County provides an extended health insurance benefit for certain retirees who have worked full time for at least 20 consecutive years and have maintained County-sponsored insurance from their retirement date until age 60, based on Collective Bargaining Agreement and Personnel Policy. Historically, the policy indicated that the County would provide health insurance for these retirees in the same manner that it provides insurance for employees. With the change to the Cafeteria Benefit Plan, the Personnel Policy for this benefit was modified earlier this year to indicate that the County Board would set a specific dollar amount for the County's contribution toward this benefit.

The Insurance Labor Management Committee has recommended that the Board approve that contribution in the same amount as the cafeteria contribution, not to exceed the actual cost of the insurance selected by each retiree. For 2011, those monthly amounts for the certain retirees would be \$1,150.00 for those continuing with family health insurance and the actual cost of the insurance, not to exceed \$650.00 for those selecting single health insurance.

The motion requested is to approve the County funding health insurance for retirees age 60 – 65 and meeting the qualifications in the Personnel Policy at \$1,150.00 for those continuing with family health insurance and the actual cost of the insurance, not to exceed \$650.00 for those selecting single health insurance.

### ACTION REQUESTED:

Motion to approve the County's monthly contribution to health insurance for retirees age 60 – 65 and meeting the qualifications in the Personnel Policy at \$1,150.00 for those continuing family health insurance, and the actual cost of the insurance, not to exceed \$650.00 for those selecting single health insurance in 2011.

### FUNDING

County Dollars = \$145,000.00

Other Sources & Amounts =

= \$

**TOTAL** = \$145,000.00

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other: will be included in the Administrator's 2011 Budget Recommendation

Related Financial Comments:

Reviewed by Division Director

Date: 9/20/2010