

Carver County Board of Commissioners  
 Regular Session  
 May 12, 2009  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

- |            |     |    |  |         |
|------------|-----|----|--|---------|
| 9:15 a.m.  | 1.  | a) | <i>CONVENE</i>   |         |
|            |     | b) | <i>Pledge of Allegiance</i>  |         |
|            |     | c) | <i>Public participation (comments limited to five minutes)</i>             |         |
|            |     | d) | <i>Introduction of New Employees</i>                                       |         |
|            | 2.  |    | Agenda review and adoption   |         |
|            | 3.  |    | Approve minutes of May 5, 2009 Regular Session.....                        | 1-3     |
|            | 4.  |    | Community announcements  |         |
| 9:15 a.m.  | 5.  |    | <b>CONSENT AGENDA</b>  |         |
|            | 5.1 |    | Payment of emergency claim .....   | 4-5     |
|            | 5.2 |    | Approval of donation to Community Social Services<br>Transit Program ..... | 6       |
|            | 5.3 |    | Community Social Services' warrants .....                                  | NO ATT  |
|            | 5.4 |    | Commissioners' warrants.....   | SEE ATT |
| 9:20 a.m.  | 6.  |    | <b>EMPLOYEE RELATIONS</b>  |         |
|            | 6.1 |    | MoA AFSCME Parks Coordinator seasonal responsibility<br>rate .....         | 7       |
| 9:30 a.m.  |     |    | <b>ADJOURN REGULAR SESSION</b>   |         |
|            |     |    | <b>BOARD REPORTS</b>   |         |
| 9:30 a.m.  | 1.  |    | Chair  |         |
|            | 2.  |    | Board Members  |         |
|            | 3.  |    | Administrator  |         |
| 10:00 a.m. | 4.  |    | Adjourn  |         |

David Hemze  
 County Administrator

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on May 5, 2009. Chair Gayle Degler convened the session at 9:20 a.m.

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

Members absent: None.

The following amendment was made to the agenda:

Delete 5.1-MoA AFSCME Parks Coordinator on call rate

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

Maluchnik moved, Ische seconded, to approve the minutes of the April 28, 2009, Regular Session. Motion carried unanimously.

Carolyn Schmidt, Public Health, updated the Board on the status of the H1N1 flu virus. She pointed out it had been an eventful week around the nation with 286 cases being confirmed. She acknowledged Minnesota currently had one confirmed case, along with probable cases that had not yet been confirmed as the H1N1 virus.

She explained they have been receiving updates from the Department of Health on the status of the virus and there has been some adjustment in the case definition as well as the treatment and management. In addition adjustments have been made related to the school closure issue as well as other community recommendations. Schmidt assured the Board that Public Health will remain vigilant and they would be kept informed by the Department of Health. She clarified the one case in Scott County that had been previously identified as a probable case had since been identified as a seasonal influenza.

Community announcements were made by the Board.

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

Contract with Wellvation, LLC in the amount of \$40,000 to provide Mayor Clinic Wellness Services.

Adopted the Findings of Fact and Order #PZ20090003 for the issuance of Conditional Use Permit #PZ20090003, Brian Braun, Benton Township.

Authorized the submittal of the Family Homeless Prevention and Assistance Program grant application.

Approved contracts and letters of agreement with Midwest Asphalt, Kelleher Construction, Dalco Roofing, Urban Landscaping, Glewwe Doors & Hardware, George F. Cook Construction, RTL Construction and Swanson & Youngdale totaling \$73,808 for deferred maintenance central plant project pending Risk Management/County Attorney final approval.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Doris Krogman, Employee Relations, explained the first full week in May was Public Employee Recognition Week. She noted last year the Board approved a new employee recognition program. She stated the program had been recommendation of the AFSCME general unit Labor Management Committee and recognized those members in attendance.

She stated the award categories included an individual award in the area of customer service and innovation and a group award in the teamwork category. She reviewed the nomination and selection process.

Suzanne Hunt explained the nominees for the customer service award were Ron Allen, Administrative Services, Jennifer Hemkin, Administrative Services, Rhonda Betcher, County Attorney's Office, Tim Walsh, Employee Relations, Keith Kern, Property Records/Taxpayer Services, Carol Wentworth, Public Health, Greg Lang, Public Works, Bob VanDenBroeke, Sheriff's Office and Jim Rudolph, Community Social Services. Hunt stated this year's recipient of the customer service award was Keith Kern

Mike Lein stated the nominees for the innovation award were Michele Franzen, County Attorney's office and Darla Wulf, Community Social Services. He pointed out Michele Franzen was this year's winner of the innovation award.

Steve Taylor reviewed the nominees for the teamwork award. The nominees included the Legal Administrative Assistant Team in the County Attorney's office, Central Services Team in the Administrative Services Division, Veterans Service Van Drivers, Office 2007 Power Users, Public Works Electronic Time Card Implementation Team, Recorder's staff within the Property Records/Taxpayer Services Division, Sheriff's Office Support Staff Team, CSS Division Procentive Implementation Team, Land & Water Services Organics Recycling Team, Election Team within Property Records/Taxpayer Services and the CSS Division Financial Unit Team. He announced the winner of the teamwork award was the Community Social Services Division Financial Unit Team for implementing the new OnBase/Compass imaging project.

Krogman thanked the Board for implementing the recognition program.

Chair Degler recognized the employees as the County's most valuable resource and that it was appropriate to take the time to acknowledge the work that employees perform.

Workman moved, Lynch seconded, to adjourn the Regular Session at 9:50 a.m. to go into a work session with Public Works and Land and Water 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.)

295115



**Office of Finance Director**  
Carver County Government Center  
Administration Building  
600 East Fourth Street  
Chaska, MN 55318-1202  
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: Yost and built

ACCOUNT: 11-423-710-3161-6040

AMOUNT: \$400<sup>00</sup>

REASON: To release a lien against driver's license so his license is reinstated.

Department Head Signature: Gayle Degler

Chairman of County Board  
Gayle Degler

County Administrator  
David Hemze

County Attorney  
James W. Keeler, Jr.

Date: 4/30/09

295114



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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: City of Chaska

ACCOUNT: 30-972-363-0000-6640

AMOUNT: \$2,079

REASON: Building permit fee-West Administration Reroof

Department Head Signature: \_\_\_\_\_

Chairman of County Board

\_\_\_\_\_  
Gayle Degler

County Administrator

\_\_\_\_\_  
David Henze

County Attorney

\_\_\_\_\_  
James W. Keeler, Jr.

Date: 05/01/09



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of Donation to Community Social Services Transit Program**

Originating Division: Community Social Services

Meeting Date: May 12, 2009

Amount of Time Requested:

Attachments for packet: Yes X No

Item Type: Consent Regular Session Closed Session Work Session Ditch/Rail Authority**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Donation in memory of Bea Wagener in the amount of \$500.00.**ACTION REQUESTED:** Motion to approve \$500.00 donation to Community Social Services Transit program..**FUNDING**

County Dollars = \$  
 Other Sources & Amounts = \$500.00  
 = \$  
**TOTAL** = \$500.00

**FISCAL IMPACT**

None  
Included in current budget  
Budget amendment requested  
Other:

*Related Financial Comments:*Reviewed by Division Director

Date: 4/28/2009



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : MoA AFSCME Parks Coordinator Seasonal Responsibility Rate

Originating Division: Employee Relations

Meeting Date: 5/12/09

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:

Early in 2008 as part of the triennial review of jobs, the Parks Coordinator position was reviewed and the non-exempt status raised a concern regarding off-hours responsibilities. During the camping and beach season, the Parks Coordinator acts as a supervisor to seasonal staff and as a result, must take a fairly large number of calls to resolve issues of varying difficulty.

A number of other AFSCME positions are compensated at a weekly rate of \$110.00 when employees are assigned to off-hours duty, should emergency situations arise. Due to the seasonal nature of this work, the County Public Works management staff, Employee Relations staff and the AFSCME Staff Representative arrived at a Memorandum of Agreement to compensate the Parks Coordinator for the seasonal responsibility pay when assigned to handle such responsibilities during the camping season. This will normally be paid from early May until October.

The motion requested is to approve the Memorandum of Agreement to pay the Parks Coordinator a seasonal responsibility amount of \$110.00 per week during the camping season, when assigned to this duty.

### ACTION REQUESTED:

Motion to approve the Memorandum of Agreement with AFSCME to pay the Parks Coordinator \$110.00 per week during the camping season, when assigned to handle these duties, as seasonal responsibility compensation for years 2008 and forward.

### FUNDING

County Dollars = \$3,500

Other Sources & Amounts = \$

**TOTAL** = \$3,500

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

### Related Financial Comments:

The financial information above is an estimate of the amount for each year, 2008 and 2009. The 2009 Budget includes the necessary funds to provide this payment for both the retro 2008 amount and the upcoming 2009 amount.

Reviewed by Division Director  
Doris M. Krogman, Employee Relations

Date: 5/6/09