

Carver County Board of Commissioners
 Regular Session
 January 13, 2009
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:15 a.m.	1.	<ul style="list-style-type: none"> a) CONVENE 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 January 6, 2009 Organizational Session	1-7
	4.	Community announcements	
9:15 a.m.	5.	CONSENT AGENDA	
	5.1	Sheriff's Office donations	8-10
	5.2	Delegation of donations and off duty contracts.....	11
	5.3	CSAH 30 easement assignment	12-13
	5.4	Reallocation of funds to purchase Trimble VX spatial station package	14
	5.5	Charitable gambling application for Waconia Lions Club.	15-16
	5.6	Coroner contract renewal.....	17-18
	5.7	Authorization for out of state travel	19
	5.8	Accept donation made to the Encore Adult Day Services program.....	20
	5.9	Community Social Services' warrants	NO ATT
	5.10	Commissioners' warrants.....	SEE ATT
9:20 a.m.	6.	ADMINISTRATION	
	6.1	Presentation by Metropolitan Mosquito Control	21
9:40 a.m.	7.	EMPLOYEE RELATIONS	
	7.1	Appointment of interim County Engineer	22
9:50 a.m.	8.	ADMINISTRATIVE SERVICES	
	8.1	Approval of flooring, low voltage contracts and budget approval	23-29

10:15 a.m.

**ADJOURN REGULAR SESSION AND CONVENE AS
CARVER COUNTY REGIONAL RAIL AUTHORITY**

10:15 a.m.

9. ADMINISTRATION

9.1 Minnesota Regional Valley Rail Coalition 30

10:20 a.m.

ADJOURN CARVER COUNTY REGIONAL RAIL AUTHORITY

10:20 a.m.

- 1. Chair
- 2. Board Members
- 3. Administrator
- 4. Adjourn

10:45 a.m.

David Hemze
County Administrator

Work Session Agenda

10:45 a.m.

A. PUBLIC WORKS

1. Old Beach Lane 31

Commissioners Gayle Degler, James Ische, Tim Lynch, Randy Maluchnik and Tom Workman met in session this day as required by law for organizational purposes for the year 2009.

The session was called to order by County Administrator, David Hemze, at 9:16 a.m.

2008 Board Chair, James Ische, highlighted the County's 2008 accomplishments. He noted the various construction projects that began that would enhance customer service and ease space constraints. Ische recognized the County's sound financial status and increase in the bond rating, along with a sustainable budget that was developed with 0% tax impact. He stated the County continued to move forward with protecting its water resources with the success of the direct discharge incentive program. Other initiatives mentioned included the acceptance of credit cards, the fiber optic project, the resident survey that was completed, the internal policies that were updated and the Associated of Elected Leaders Group that was formed to increase collaboration between government entities.

He stated the completion of 212 transformed the transportation landscape and pointed out the County road projects that were completed. He acknowledged the awards the County received in a number of areas and the hard work of its employees. Ische thanked residents for the opportunity to serve and his fellow Board members for their support over the past year.

Ische moved, Lynch seconded, to nominate Gayle Degler as Chair of the Board of Commissioners for 2009. On vote taken to elect Gayle Degler as Chair for 2009, all voted aye.

Lynch moved, Ische seconded, to nominate Randy Maluchnik as Vice Chair of the Board of Commissioners for 2009. On vote taken to elect Randy Maluchnik as Vice Chair for 2009, all voted aye.

Community announcements were made by the Board.

The following amendments were made to the agenda:

Add additional applicant for Park Commissioner vacancy.

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

Hemze requested the Board adopt 2009 Board Operating Rules. He noted the proposed changes to the mission, vision and value statements.

Workman moved, Maluchnik seconded, to adopt the 2009 Board Operating Rules as amended. Motion carried unanimously.

ORGANIZATIONAL SESSION

January 6, 2009

Hemze requested that the Board adopt a meeting schedule for 2009. He stated the proposed meeting dates followed the same schedule as 2008 but may be adjusted as needed.

Ische moved, Workman seconded, to adopt the 2009 Board meeting schedule as presented. Motion carried unanimously.

Ische moved, Lynch seconded, to approve the following Commissioner appointments:

Area Agency on Aging	Degler
Association of Minnesota Counties Board of Directors	Ische, Alt. Maluchnik
AMC Legislative Steering Committee	Degler, Alt. Maluchnik
AMC Environment & Natural Resources Policy Committee	Ische
AMC General Government Policy Committee	Degler
AMC Health & Human Services Policy Committee	Lynch
AMC Public Safety Policy Committee	Maluchnik
AMC Transportation Policy Committee	Workman
CAP Agency Board of Directors	Maluchnik & Degler
Carver County CDA	Maluchnik
Carver County Health Partnership Board of Directors	Maluchnik
Community Leaders (Eastern)	Degler, Maluchnik, Workman
Counties Transit Improvement Board	Maluchnik
County and Union Leaders Group	Maluchnik & Ische
Courts Committee	Ische & Degler
CROW Joint Powers Board	Lynch, Alt. Ische
Emergency Medical Services Committee	Maluchnik, Alt. Lynch
Fair Board	Ische, Alt. Lynch
Historical Society Committee	Maluchnik, Alt. Lynch
Insurance Advisory Committee	Maluchnik
Inter-Agency Early Intervention Committee	Degler
Law Library Board	Degler
Library Board	Degler
Lower Minnesota River Watershed	Maluchnik
MELSA	Degler
Mental Health Advisory Committee	Lynch
Metro Alliance for Healthy Families Joint Powers Board	Workman
Metro GIS Policy Board	Maluchnik, Alt. Workman
Metro Transitways Development Board	Maluchnik, Alt Workman
Metropolitan Emergency Services Board	Ische & Degler
Metropolitan Emergency Services Executive Board	Ische
Metropolitan Emergency Services Cost Allocation Committee	Degler
Metropolitan Emergency Services Finance Committee	Ische
Metropolitan Emergency Services Radio Technical Operations Committee	Nancie Pass, Steve Schoenbauer Alt. Susan Bowler

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Metropolitan Emergency Services 911 Technical Operations	Nancie Pass, Steve Schoenbauer, Alt. Susan Bowler
Metropolitan Inter-County Association	Workman & Maluchnik
Minnehaha Creek Watershed District	Maluchnik
Minnesota Extension Committee	Degler & Lynch
Minnesota River Basin Joint Powers	Ische & Maluchnik
Minnesota Valley Regional Rail Authority	Workman, Alt. Maluchnik
Mosquito Control District	Ische & Workman
Office of the Aging Advisory Board	Degler
Park Commission	Lynch
Planning Commission	Ische, Alt. Lynch
Public Health Emergency Preparedness Workgroup	Lynch, Alt. Maluchnik
Riley-Purgatory-Bluff Creek Watershed	Workman
Soil and Water	Ische, Alt. Lynch
Solid Waste Management Coordinating Board	Workman & Ische
Southwest Corridor Transportation Coalition	Workman & Maluchnik, Alt. Degler
State CHS Advisory Committee	Maluchnik, Alt. Del Hurt
Transportation Advisory Board – TAB	Workman, Alt. Maluchnik
WENR Committee	Ische, Alt. Lynch

Ditches

Joint Ditch #1	Ische, Lynch, Degler
Joint Ditch #4	Ische, Lynch, Workman
Joint Ditch #5	Ische, Lynch, Maluchnik
Joint Ditch #21	Ische, Lynch, Workman, Degler
Joint Ditch #22	Ische, Lynch, Maluchnik
Joint Ditch #24	Ische, Lynch, Degler

Voting members to the Association of Minnesota Counties:

Gayle Degler	Randy Maluchnik	James Ische
Tim Lynch	Tom Workman	Roger Gustafson
David Hemze	Gary Bork	

Appointments to Minnesota Counties Computer Consortium:

Rhonda Lynch
Alt – Nathan Reinhardt Alt – Laurie Engelen

Appointment as County's Strategic National Stockpile (SNS) Requestor:

Gayle Degler
David Hemze
Del Hurt

Motion carried unanimously.

The Board considered appointments to various advisory committees.

Lynch moved, Maluchnik seconded, to appoint Darrel Sudheimer to the Community Development Agency. Motion carried unanimously.

Lynch moved, Ische seconded, to appoint James Dodson to the Library Board. Motion carried unanimously.

Ische moved, Degler seconded, to appoint Joanne Johnson to the Library Board. Motion carried unanimously.

Lynch moved, Degler seconded, to appoint Larry Enter to the Extension Committee. Motion carried unanimously.

Degler moved, Ische seconded, to appoint Christine Boerner to the Extension Committee. Motion carried unanimously.

Degler moved, Ische seconded, to appoint Neil Wingert to the Park Commission. Motion carried unanimously.

Ische moved, Degler seconded, to appoint Gail Von Barga to the Park Commission. Motion carried unanimously.

Maluchnik moved, Degler seconded, to appoint Richard Tieden to the Park Commission. Motion carried unanimously.

Lynch moved, Ische seconded, to appoint Myron Karki to the Park Commission. Motion carried unanimously.

Maluchnik moved, Degler seconded, to appoint Gino Businaro to the Personnel Board of Appeals. Motion carried unanimously.

Degler moved, Maluchnik seconded, to appoint Ted Beise to the Planning Commission. Motion carried unanimously.

Lynch moved, Ische seconded, to appoint Si Tesch to the Planning Commission. Motion carried unanimously.

Lynch moved, Degler seconded, to appoint Daniel Palmer to the Water, Environment and Natural Resources Committee. Motion carried unanimously.

Workman moved, Degler seconded, to appoint Audrey Kramer to the Water, Environment and Natural Resources Committee. Motion carried unanimously.

Lynch moved, Ische seconded, to appoint Scott Hoese to the Water, Environment and Natural Resources Committee to represent the Crow River Watershed. Motion carried unanimously.

Ische moved, Lynch seconded, to appoint Luayn Murphy to the Water, Environment and Natural Resources Committee as a City representative appointment. Motion carried unanimously.

The Board agreed to hold appointments to the Mental Health Committee open.

Ische moved, Maluchnik seconded, to approve the minutes of the December 16, 2008, Regular Session. Motion carried unanimously.

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

Payment of emergency claims in the amount of \$910; \$670; \$315; \$545.30; and \$600.

Delegated the County Administrator the authority to approve Commissioner claims, Social Service client claims and Social Service vendor claims for the weeks in 2009 when the Board does not meet.

Approved Elected Officials Out of State Travel Policy.

Awarded bid for official 2009 Carver County newspaper to the Chaska Herald and awarded bid for the second publication of the financial statement to the Chanhassen Villager.

Accepted the Minnesota Department of Veterans Affairs Enhancement grant in the amount of \$16,581 and related Veterans Services budget amendment increasing VA Enhancement grant revenue \$16,581 and increasing emergency housing assistance expenditure \$10,000 and Virtual Veterans software and scanner expenditure \$6,581.

Memorandum of Agreement between Carver County and the University of Minnesota from January 1, 2009, through December 31, 2009.

Resolution #01-09, Charitable Gambling Application, Carver County Ducks Unlimited Chapter 128.

Joint powers agreement between Sheriff's Office and the Southwest Metro Drug Task Force for the period January 1, 2009, through December 31, 2009.

Approved reducing the retainage from 2.5% to the fixed amount of \$25,000 allowing the release of the corresponding retainage amount of \$297,697.42 to Ames Construction, Inc., for Project SP 10-610-30/SP 10-632-14.

Contract with Prestige Builders, subject to County Attorney/Risk Management review, in the amount of \$64,400 which includes alternate to upgrade ceiling, \$6,000 in project contingency budget to cover unanticipated costs, authorization for the Administrative Services Division Director to approve change orders up to \$6,000 and authorization to rollover project funds to 2009 Facilities capital.

Resolution #02-09, Joint Powers Agreement between Carver County and City of Watertown for CSAH 20 Reconstruction.

Amended the joint powers agreement with the Minnesota Pollution Control Agency to complete multiple TMDL's, authorized Chair to sign the amended JPA and related Land and Water Services budget amendment increasing MPCA grant revenue \$20,000 and increased temp water technician expenditure \$9,000 and professional services \$11,000.

Adopted the Findings of Fact and to issue Order #PZ20080035 for the issuance of Conditional Use Permit #PZ20080035, Lindley Deardorf, Laketown Township.

Adopted the Findings of Fact and to issue Order #PZ20080039 for the issuance of Conditional Use Permit #PZ20080039, Neil Klingelhutz and Brian Klingelhutz, Camden Township.

Adopted the Findings of Fact and to issue Order #PZ20080038 for the issuance of Conditional Use Permit #PZ20080038, Rick and Jodi Theis, Camden Township.

Adopted the Findings of Fact and to issue Order #PZ20080040 for the issuance of Conditional Use Permit #PZ20080040, Joshua Kloos, San Francisco Township.

2009 Police service contract with Clearwater Middle School.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants.

Insert

Motion carried unanimously.

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

Workman moved, Lynch seconded, to appoint Gayle Degler as Chair, Randy Maluchnik as Vice Chair and James Ische as the Secretary/Treasurer of the Carver County Regional Rail Authority for 2009. Motion carried unanimously.

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Ische moved, Maluchnik seconded, to adjourn as the Carver County Regional Rail Authority. 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.)



CARVER
COUNTY

REQUEST FOR BOARD ACTION

AGENDA ITEM : Donations

Originating Division: Sheriff

Meeting Date: 1-13-08

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:

Donation from Residential Mortgage Group (RMI) \$50.00 (referral by Bev Fiedler) Sheriff's K-9 Program.

ACTION REQUESTED:

Motion to approve \$50.00 donation to the Sheriff's K-9 program.

FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

TOTAL

= \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

01-201-236-1691-5756 Gifts Restricted

Reviewed by Division Director

Date: 12-30-08



**CARVER COUNTY SHERIFF'S OFFICE
DONATION FORM**

606 E. 4th Street
Chaska, MN 55318
952-361-1212

I would like to donate the following item(s) to the Carver County Sheriff's Office. I am aware that all donated items become the property of the Sheriff's and will not be returned.

Please list donated item(s):

- 1) \$50⁰⁰ donation - Check from Residential Mortgage Group
- 2) _____
- 3) _____
- 4) _____
- 5) _____

If you are interested in a specific use for this donation please let us know:

K-9 Program

Signature: Received in Mail Date: 12-30-08

Your Address:

Residential Mortgage Group
1110 Wyz Blvd Suite 570
Minnetonka MN 55305

Thank you for your donation to the Carver County Sheriff's Office.



Expert Home Financing. *Guaranteed.*[™]

October 15, 2008

Carver County Sheriff's Office
Attn: Leslie Michell – Canine Unit
606 E. 4th Street
Chaska, MN 55318

Dear Canine Unit Staff:

RMG has a charitable donation initiative program called **“Refer a friend. Build your community.”**[™] We are extremely excited about this exclusive initiative and have enclosed a letter explaining a bit more about how this program works.

Enclosed you will find a check payable to your organization. Our client or referral source has selected your group to be a beneficiary in conjunction with their loan closing with us. Congratulations! We hope there will be more to come. Listed below is the name of the donor that has selected you:

Bev Fiedler
Re/Max Results
11200 West 78th Street
Eden Prairie, MN 55344

As our letter indicates, every loan that RMG closes can result in up to \$100 donated to the school, police or fire department in their local community. In 2007 we donated \$87,900, and our goal this year is to donate at least \$200,000. We believe everyone in our communities will benefit. Call us if you have any additional questions about how this program works.

Sincerely,

Sunny Nelson
EVP/Mortgage Banker

Enclosures
cc: Bev Fiedler

RESIDENTIAL MORTGAGE GROUP
A DIVISION OF INTERBANK, FSB

11100 Wayzata Boulevard, Suite 570
Minnetonka, MN 55305
PHONE 952.593.1169 FAX 952.593.1634

WWW.RMGMN.COM

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CARVER
COUNTY

REQUEST FOR BOARD ACTION

AGENDA ITEM : Delegation of Donations and Off-Duty Contracts

Originating Division: Sheriff

Meeting Date: 1-13-09

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: Each year the Sheriff's Office accepts donations for books, magazines and newspapers for the jail library. These donations are received weekly by jail staff. They are used items with little monetary value. The Sheriff also uses a county approved off-duty contracting request form to fulfill contracts with private residents and vendors throughout the year. This board action is a request to accept the donations and off-duty contracts of this nature for 2009.

ACTION REQUESTED:

Motion to approve delegation of authority for approval of donations and authority to sign Off-Duty contracts to the County Administrator or his designee.

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: 12/31/2008



REQUEST FOR BOARD ACTION

AGENDA ITEM : CSAH 30 Easement Assignment

Originating Division: Public Works

Meeting Date: 1/13/09

Amount of Time Requested: None

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 revoked part of CSAH 30 in the city of Waconia. The County has an easement document covering part of that roadway that should be assigned to the City and the resolution authorizes the County Administrator to execute that assignment document. County Attorney staff has reviewed the assignment document.

ACTION REQUESTED: It is requested the County Board pass this resolution.

FUNDING

County Dollars = \$0

Other Sources & Amounts = \$

TOTAL = \$0

Related Financial Comments:

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director *Fmk*

Date: 1/5/09

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

Date: January 13, 2009
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

CSAH 30 Easement Assignment

WHEREAS, Carver County revoked CSAH 30 between downtown Waconia and CSAH 10 in March of 2007, and

WHEREAS, Carver County is the owner of an easement document covering part of that road, and

WHEREAS, Carver County desires to assign that document to the City of Waconia,

NOW THEREFORE BE IT RESOLVED, that the County Board authorize the County Administrator to execute said easement assignment on behalf of the County.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 13th day of January, 2009, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 13th day of January, 2009.

David Hemze County Administrator



REQUEST FOR BOARD ACTION

AGENDA ITEM : Reallocation of funds to purchase Trimble VX Spatial Station Package

Originating Division: Public Works

Meeting Date: January, 13, 2009

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:

Currently in the 2008 budget we have \$15,000.00 allocated to upgrade our RTK-GPS Survey equipment, but while checking into the available upgrade options we became aware of a "Trimble VX Spatial Station" that would not only upgrade our present total station, but would add several additional features that can be utilized not only during construction but from project conception to project completion.

Beyond being a more accurate and robust total station; some major features include the ability to setup and auto-scan survey points of an area and to take digital photos that are geo-referenced and spatially viewable on a surface model created with these surveyed or scanned point. These features will be greatly utilized during construction for documentation. I anticipate that the new capabilities of this instrument will be utilized during construction for items such as verification of slopes and excavation quantities (muck excavation, subgrade excavation, etc...) as well as after project completion, the collection of survey data to be included in our asbuilt documentation.

The built in digital camera means that we can digitally capture and document the conditions at the time the survey information was gathered. This will become invaluable during times when questions arise over conditions, materials and quantities. This feature should help reduce and settle arguments more quickly by visually showing more precisely what was surveyed, when it was surveyed, and where it was surveyed.

Another aspect of having this equipment will be to allow auto-scanning survey points of an area and at the same time utilize other equipment such as our existing GPS equipment to capture items that the scanner aspect is not meant to be utilized for, such as culvert ends or construction staking. This means that we can have two operations running at the same time, in the same area or in two different areas of the county.

In addition to the above, a major benefit of having this type of equipment available is safety to staff. This will be especially true during excavation activities when the earth side walls are unstable and the need to gather survey information is necessary so we can accurately determine excavated material volumes. The scanning process will allow the surveyor to stand away from the hazards created during the excavation process and still gather high quality survey information. Some of the hazards that I have witnessed include unstable earthen side walls that can and have collapsed while attempting to gather survey information and while surveying, unintentionally being in unsafe locations while construction equipment is operating and moving around the construction site.

The quote for the "Trimble VX Spatial Station Package", that includes tax and shipping, is \$69,023.72. We do have an option to trade-in our existing total station, but the trade-in value is \$3,600.00 and it is felt that the value of having a backup instrument available, especially during the construction season, makes it worth retaining.

In the 2008 engineering Capital budget there is money for items that could be delayed from purchase, so a budget amendment is not necessary.

ACTION REQUESTED: Make a motion to reallocate funds and purchase the Trimble VX Spatial Station Package.

FUNDING

County Dollars = \$69,023.72

Other Sources & Amounts =

=\$

TOTAL

=\$69,023.72

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other: Reallocation of Funds

Related Financial Comments: THIS WOULD BE A TRANSFER OF FUNDS FROM 2008 TO 2009.

Reviewed by Division Director *[Signature]*

Date: *1/5/09*



REQUEST FOR BOARD ACTION

AGENDA ITEM : Charitable Gambling Application for Waconia Lions Club

Originating Division: Property Records Taxpayer Services Meeting Date: January 13, 2009
 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: An application to Conduct Off-Site Gambling was received from Waconia Lions Club. They want to hold a raffle on Saturday, February 7, 2009, at Lakeside Ballroom, located at 8155 Paradise Lane, Waconia, MN 55387.

ACTION REQUESTED: See Attached Resolution

FUNDING

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

FISCAL IMPACT

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

Related Financial Comments:

Reviewed by Laurie Engelen, Taxpayer Services Manager

Date:

1-6-09

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

Date:

Resolution No.

Motion by Commissioner:

Seconded by Commissioner:

CARVER COUNTY, MINNESOTA

WHEREAS, the Waconia Lions Club seeks approval of a Lawful Gambling License; and

WHEREAS, the Waconia Lions Club will hold a raffle at the Lakeside Ballroom, located at 8155 County Road 30, Waconia, MN 55387; and

WHEREAS, the Minnesota Department of Gambling requires the County Board of Commissioners to specifically approve or deny a resolution for each applicant each year they apply.

NOW, THEREFORE, BE IT RESOLVED, the Carver County Board of Commissioners does approve the new license upon compliance with Code of Ordinance, Title XI, Chapter 112, and Section 112.02.

Adopted on 2009.

Attest:

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the ____ day of _____, 2009, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this ____ day of _____, 2009.

David Hemze, Carver County Administrator



CARVER
COUNTY

REQUEST FOR BOARD ACTION

AGENDA ITEM: Coroner Contract Renewal

Originating Division: Employee Relations

Meeting Date: January 13, 2009

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 attached Board Resolution describes the Joint Powers Agreement to provide Coroner services through Regina Medical Center for Carver County in 2009.

The Joint Powers Agreement continues to be administered by Dakota County.

ACTION REQUESTED: Approval of the Resolution authorizing the Chair of the Dakota County Board of Commissioners to execute the 2009 contract with Regina Medical Center to provide Coroner services to Carver County for the term of January 1, 2009 through December 31, 2009.

FUNDING

County Dollars = \$123,257.00

Other Sources & Amounts =

= \$

TOTAL

= \$123,257.00

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments: Funds are available in the 2009 Risk and EMergency Management budget to cover these expenses.

Reviewed by Division Director

Date: December 31, 2008



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

WHEREAS, Carver County, Chisago County, Dakota County, Fillmore County, Freeborn County, Goodhue County, Houston County, and Scott County have statutory obligations pursuant to Minnesota Statutes Chapter 390 to provide and equip a public morgue and to allow the reasonable and necessary expenses of the coroner or deputy coroners incurred for their official business; and

WHEREAS, the Counties desire that a morgue be provided and equipped for use by the coroner appointed or elected in each of them and the Counties are obligated by Minn. Stat. § 390.111 to provide the reasonable and necessary expenses of the coroner or deputy coroners incurred for their official business; and

WHEREAS, the Counties have determined that the most efficient and cost-effective means to meet these statutory obligations is to jointly purchase morgue services and coroner support services from Regina Medical Center; and

WHEREAS, Regina Medical Center desires to and is capable of providing and equipping a morgue and providing coroner support services to the Counties.

NOW, THEREFORE BE IT RESOLVED, That the County Board of Commissioners hereby authorizes the Chair of the Dakota County Board of Commissioners to execute a contract with Regina Medical Center for the term of January 1, 2009 through December 31, 2009, on behalf of Dakota County and Carver, Chisago, Fillmore, Freeborn, Goodhue, Houston, and Scott Counties, subject to approval of an authorizing resolution by all eight counties.

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 ____ day of _____, 2009, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this ____ day of _____, 2009

County Administrator



REQUEST FOR BOARD ACTION

AGENDA ITEM : Authorization for out of state travel

Originating Division: Administration

Meeting Date: January 13, 2009

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:**

Commissioner Maluchnik will be attending an out of state conference in Chicago next week to view and learn about intermodal transfer stations. The trip was arranged through CDA and the total expenses are anticipated to be under \$500. Per the Board's policy on elected official out of state travel, this request is being presented to the County Board of Commissioners for approval.

ACTION REQUESTED: Approve Commissioner Maluchnik's out of state travel request.**FUNDING**

County Dollars = \$500

Other Sources & Amounts =

= \$

TOTAL

= \$

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

Date: 1/6/09



REQUEST FOR BOARD ACTION

AGENDA ITEM : Accept donation made to the Encore Adult Day Services Program

Originating Division: Community Social Services

Meeting Date: 1/13/09

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: Between February 1, 2008-January 2, 2009 the Encore Program received gifts-both cash and items as noted below:

- Program participant lunches out, food treats, & holiday photos from Ruth Tremblay and Linda Cornwell of approximately \$325.00
- Monetary gift from Luverne Graupman of \$25.00
- Monetary gift of \$160.00 from Karen Hoernaman in memory of Victor Buss
- Monetary gift of \$100.00 from the Knudsons in memory of Victor Buss
- Michael's gift card of \$20.00 value from teacher-Mrs. Hanson- at Bayview Elementary School in Waconia
- Gladiola worth approximately \$30.00 from a Carver County resident in the Cologne area
- Fall and holiday decorations worth approximately \$50.00 from Cindy Keehler

ACTION REQUESTED: To accept receipt of gifts valued at approximately \$710.00

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
Report Date: January 5, 2009

Date: 01/05/2009



REQUEST FOR BOARD ACTION

AGENDA ITEM : Presentation by Metropolitan Mosquito Control

Originating Division: Administration

Meeting Date: January 13, 2009

Amount of Time Requested: 20 minutes

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

Jim Stark, Metropolitan Mosquito Control District Director, will present their 2008 program summary and 2009 work plan and budget to the County Board.

ACTION REQUESTED: *No action requested, information only.***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: 1/6/09



REQUEST FOR BOARD ACTION

AGENDA ITEM : Appointment of Interim County Engineer

Originating Division: Employee Relations Meeting Date: 1/13/09
 Amount of Time Requested: minutes Attachments for packet: Yes No
 Item Type: Consent Regular Session Closed Session Work Session Ditch/Rail Authority

BACKGROUND/EXPLANATION OF AGENDA ITEM:

Minnesota Statute 163.07 authorizes the County Board appointing the County Engineer.

After 24 years of service to Carver County, Roger Gustafson, Public Works Division Director and County Engineer, is retiring on January 16, 2009. The County Administrator has determined that Bill Weckman, Assistant County Engineer, is available to fill the role of County Engineer until such time that the Board appoints a permanent replacement for Mr. Gustafson.

Motion requested is to appoint Bill Weckman interim County Engineer beginning at 4:30 PM on Friday, January 16, 2009. During the interim appointment Mr. Weckman would receive a working-out-of-class salary increase of 4.5% as allowed in the Personnel Policy.

ACTION REQUESTED:

Motion to appoint Bill Weckman interim County Engineer from 1/16/09 until the Board takes subsequent action on this matter.

FUNDING

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

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

The 2009 Budget includes the necessary expenses for this situation.

Reviewed by Division Director
 Doris M. Krogman, Employee Relations

Date: 1/5/09



REQUEST FOR BOARD ACTION

AGENDA ITEM : Approval of flooring, low voltage contracts and budget approval

Originating Division: Administrative Services

Meeting Date: January 13, 2009

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: In December 2008, bids and quotes were opened for tile, terrazzo, low voltage and electronic safety and security systems. These bids are the last substantial bids for the Justice Center project. Five work divisions were bid out with the total cost coming in slightly higher than estimated.

The project is approximately 50% complete. The north and south parking lots are complete; the building envelope for the courts addition is complete. The air handling unit located in the lower level has been set in place and the metal stud framing is almost 60% complete with drywall installation to start in the next week. Shortly some operations will have to temporarily relocate within the government center campus to accommodate additional ductwork piping and other renovation work.

Along with the Government Center project, certain work will also be done that had been previously identified and approved as part of the Facilities capital budget in prior years. This work will include parking lot improvements, tunnel waterproofing and excavation and sidewalk repair and replacement. Thus, staff is requesting that the \$211,000 presently included in the Facilities capital budget be transferred to the Government Center project.

These final bids and transfer will bring the total project cost to \$8,411,000. Included in the project costs are the architect/construction manager fees, construction contracts awarded to date, FFE and general conditions. A breakdown is attached.

ACTION REQUESTED: Motion to approve the following bid awards pending contract review by the County Attorney's Office and Risk Management:

Division 19: Tile Work - CD Tile	\$56,180.00
Division 20: Terrazzo Work - WTG Terrazzo & Tile	\$19,200.00
Division 31: Communications – Appollo Systems	\$89,600.00
Division 32: Courtroom & EOC Technology – Dascom Systems	\$115,324.59
Division 33: Electronic Safety & Security – VTI Security	<u>\$93,323.00</u>
	<u>\$373,627.59</u>

Motion to approve Government Center project in the amount of \$8,411,000, contingency in the amount of \$177,892, general condition in the amount of \$514,400 and \$211,000 transfer of Facilities capital to Government Center capital project.

FUNDING

County Dollars = \$373,627.59

Other Sources & Amounts =
= \$

TOTAL = \$373,627.59

Related Financial Comments:

FISCAL IMPACT

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

Reviewed by Division Director

Date: January 5, 2009

**CARVER COUNTY JUSTICE CENTER ADDITION
 ADDITION AND REMODEL BP-3R
 BID RECAP AND RECOMMENDATIONS**

1/2/2009

DIVISION 19: TILE WORK
 DIVISION 20: TERRAZZO WORK

BIDDER	BASE BID AMOUNT	ALTERNATE #1	TOTAL	BUDGET	REMARKS & RECOMMENDATIONS
DIVISION 19: TILE WORK					
<p>KA has received bid proposals from the six contractors listed below, reviewed each in detail and based on our analysis make the recommendations as described below. The base bid quotes are for a substitute material (Cambria) for terrazzo base. The Alternate #1 is for matching of the original manufacturer. We are rejecting the quote from Superior Tile due to the qualification that their bid is based on a non approved manufacturer for the terrazzo tile base. Therefore CD Tile is the low bidder.</p>					
SUPERIOR TILE & TERRAZZO	\$71,700.00	(\$17,350.00)	\$54,350.00		Superior Tile has based their bid on alternative manufacturer for the Terrazzo Base portion of the work. The project plans requires this base to match existing. There is a high probability of issues with matching existing and potential added cost if the supplier cannot in fact match existing.
CD TILE & STONE	\$79,400.00	(\$23,220.00)	\$56,180.00	\$58,180.00	CD Tile has based their bid on a matching product from the original manufacturer. The match to existing should be much better and easier to achieve. We are recommending award to CD Tile as they are the only bidder to offer the matching terrazzo base from the original manufacturer and at a very competitive price.
WTG TERRAZZO & TILE	\$75,385.00	(\$18,385.00)	\$57,000.00		
GRAZZINI BROS.	\$91,020.00	(\$13,490.00)	\$77,530.00		
BLACKHAWK TILE	\$80,990.00	\$0.00	\$80,990.00		
TWIN CITIES TILE	\$91,500.00	\$0.00	\$91,500.00		

BIDDER	BASE BID AMOUNT	ALTERNATE #1	TOTAL	BUDGET	REMARKS & RECOMMENDATIONS
DIVISION 20: TERRAZZO WORK					
KA has received bid proposals from the two contractors listed below, reviewed each in detail and based on our analysis make the recommendations as described below. We did not receive a breakout cost from Grazzini Brother on their combined bid for Ceramic Tile and Terrazzo Work but based on their total quote they are the higher bidder in combination of the two bids.					
WTG TERRAZZO & TILE	\$19,200.00		\$19,200.00	\$23,300.00	WTG Terrazzo is the apparent low bidder and has included the scope of work required by the contract documents. We recommend award of this bid division to WTG Terrazzo & Tile We did not receive a cost break out from this contractor but in analyzing the combined bids including Ceramic Tile they are not the low bidder.
GRAZZINI BROS.			\$0.00		

**CARVER COUNTY JUSTICE CENTER ADDITION
ADDITION AND REMODEL BP-3R
BID RECAP AND RECOMMENDATIONS**

1/2/2009 : COURTROOM AND MULTI-PURPOSE ROOM TECHNOLOGY SYSTEMS
DIVISION 31: COMMUNICATIONS SYSTEMS
DIVISION 33: ELECTRONIC SAFETY AND SECURITY SYSTEMS

BIDDER	BASE BID AMOUNT	ALTERNATE #1	TOTAL	BUDGET	REMARKS & RECOMMENDATIONS
DIVISION 31: COMMUNICATIONS SYSTEMS					
KA has received bid proposals from the four contractors listed below, reviewed each in detail and based on our analysis make the recommendations as described below.					
APOLLO SYSTEMS SECURITY & SOUND	\$89,600.00	\$0.00	\$89,600.00	\$93,000.00	Appollo Systems has participated in the bidding process through out the original bidding and various scope reviews/reductions. They have a long standing relationship with Carver County; They are very familiar with the existing facility and the plans and specifications for the project. They are low bidder and below budget. We recommend contract award to Appollo Systems.
AB COM	\$111,990.00	\$0.00	\$111,990.00		
MENDOTA ELECTRIC	\$114,120.00	\$0.00	\$114,120.00		
	\$179,300.00	\$0.00	\$179,300.00		
		\$0.00			
DIVISION 32: COURTROOM AND MULTI-PURPOSE ROOM TECHNOLOGY SYSTEMS					
KA has received bid proposals from the three contractors listed below, reviewed each in detail and based on our analysis make the recommendations as described below.					
DASCOM SYSTEMS	\$115,324.59		\$115,324.59	\$120,000.00	Dascom is a reliable contractor and has met all the qualifications for the project. Their bid appears to be complete and below budget. Therefore we recommend award of this contract to Dascom Systems.
APOLLO SYSTEMS SECURITY & SOUND	\$117,100.00		\$117,100.00		
	\$127,740.50				

BIDDER	BASE BID AMOUNT	ALTERNATE #1	TOTAL	BUDGET	REMARKS & RECOMMENDATIONS
DIVISION 33: ELECTRONIC SAFETY AND SECURITY SYSTEMS					
KA has received a bid proposal from the contractor listed below, reviewed it in detail and based on our analysis make the recommendations as described below.					
VTI SECURITY	\$93,323.00	No Bid	\$93,323.00	\$72,580.00	VTI Security has participated in the bidding process through out the original bidding and various scope reviews/reductions. They have a long standing relationship with Carver County; They are very familiar with the existing facility and the plans and specifications for the project. They are low bidder and although above our budget will provide the best opportunity to continue the scope review for other opportunities to reduce costs. We recommend contract award to VTI Security.
TOTALS			\$373,627.59	\$367,060.00	\$6,567.59

Description	Government Center Campus	Remarks
PROJECT REVENUE:		
Building Capital Improvement Fund	\$ 8,200,000	
Capital Funds Transfer	211,000	
Total Available Dollars	\$ 8,411,000	
PROJECT BUDGET:		
Architecture and Engineering		
A & E Fees - WOLD	505,600	Wold
Total Architecture and Engineering Fees	505,600	
Construction		
Construction Contracts-BP-1, 2, 3 & 4	\$6,955,875.59	
Change Orders-Executed & Pending	(\$140,966.70)	
Costs in Bids paid for by Central Plant	(\$360,000.00)	
CM Fee	176,310	Construction Manager - Kraus Anderson
CM On-Site Services	281,889	
Contingency	177,892	Represents 2.75% of construction contracts
Total Construction Contracts	7,091,000	
Owners		
FF&E	300,000	
General Conditions	514,400	Permits, Survey, Wiring, Dumpsters, Misc.
Total Owners Costs	814,400	
Total Project Budget	8,411,000	

BUDGET AMENDMENT REQUEST FORM

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

DEPARTMENT: Administrative Services

DATE of County Board Session: 01/13/09

Fund: General/Bldg

Description of Account funds are to be transferred from:	Amount	Description of Account funds are to be transferred to:	Amount
Facilities Projects	\$ 211,000	Government Center Project	\$ 211,000
TOTAL:	\$ 211,000	TOTAL:	\$ 211,000

A. Reason for Request: See Board Action.

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

C. Contingency Acct. Beginning Bal.: \$ 250,200

D. Proposed Contingency Acct. Being Used: \$ -

E. Remaining Balance: \$ 250,200

F. Requested By: Steve Taylor - Administrative Services Director+C6

G. Recommend Approval: Finance Director

H. County Board Decision: Approval/Disapproval



REQUEST FOR BOARD ACTION

AGENDA ITEM : Minnesota Regional Valley Rail Coalition

Originating Division: Administration

Meeting Date: 1/13/09

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:

A Minnesota Valley Regional Rail Coalition is been formed to focus on economic development efforts related to that line. The initial proposed funding for the coalition is based on a breakdown of miles per county at \$405 per mile which is equivalent to the following:

County	Miles	Dues
Carver	5	\$ 2,025
Sibley	37	\$15,000
Renville	18	\$ 7,290
Redwood	19	\$ 7,695
Yellow Medicine	15	\$ 6,075
Total	94	\$38,085

ACTION REQUESTED: Motion to join the Minnesota Valley Regional Rail Coalition.

FUNDING

County Dollars = \$2,025

Other Sources & Amounts = \$

TOTAL = \$2,025

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments: Funds will be taken from the Carver County Regional Rail Authority budget.

Reviewed by Division Director

Date: 1/6/09



REQUEST FOR BOARD ACTION

AGENDA ITEM : Old Beach Lane

Originating Division: Public Works

Meeting Date: 1-13-09

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: Staff will present information pertaining to the request to eliminate vehicle traffic from Old Beach Lane.

ACTION REQUESTED: None

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: 1/5/09

S:Parks/BA RES/LWP/Old Beach Lane/Old Beach Lane 1-13-09