



**CARVER  
COUNTY**

*minnesota*

**Carver County Board of Commissioners  
September 26, 2023  
Special Session**

**The County Board Room is open to the public**

**The Regular Session portion of the meeting will be webcast live at:  
<https://youtube.com/@CarverCountyMN>**

- 9:00 a.m. 1. a) **CONVENE**  
 b) **Pledge of allegiance**  
 c) **Public comments that relate to an item on the agenda may be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.**

**Individuals unable to attend in person can provide public comments by email at [admin-contact@co.carver.mn.us](mailto:admin-contact@co.carver.mn.us).**

2. Agenda review and adoption  
 3. Approve minutes of September 5, 2023, Regular Session ..... 1-5  
 4. Community Announcements

- 9:20 a.m. 5. **CONSENT AGENDA**

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

- 5.1 Contract for demolition of the WEC at Lake Waconia Regional Park .... 6-7  
 5.2 Contract for lighting at Lake Waconia Regional Park ..... 8-9  
 5.3 Naming of New Park Building at Lake Waconia Regional Park..... 10-11  
 5.4 Resolution of Support for the 2024 Capital Funding Request for Phase III Development of Waconia Regional Park..... 12-14  
 5.5 2022 Emergency Management Performance Grant (EMPG) ..... 15-16  
 5.6 Settlement Agreements for Right of Way Acquisitions for the Highway 40 Project - Belle Plaine Area ..... 17-21

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

- 5.7 Professional Service Agreement with Dakota County Technical College ..... 22-23  
 5.8 Liquor License Renewal ..... 24-26  
 5.9 Charitable Gambling Application for Exempt Permit-Marsh Lake Ducks Unlimited ..... 27

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

5.10 2024 Retiree Health Insurance Contributions ..... 28

5.11 2024 Non-Bargaining Employee Insurance Contributions ..... 29-30

*Customer service: Continue the County's delivery of high value, timely service*

5.12 Temporary STOC Childcare Specialist for HHS ..... 31-32

5.13 Jail Upper-Level Visiting Room Floor ..... 33

*Growth: Manage the challenges and opportunities resulting from growth and development*

5.14 Grant Agreement under the Fiscal Year 2022 INFRA Program ..... 34-35

*Finances: Improve the County's financial health and economic profile*

5.15 Review Health & Human Services and Commissioner Warrants ..... NO ATT

9:25 a.m. **6. CUSTOMER SERVICE: Continue the County's delivery of high value, timely service**

6.1 Jail Medical Provider Assessment Update ..... 36

9:45 a.m. **7. COUNTY ADMINISTRATOR REPORT**

9:50 a.m. **8. COMMUNITIES: Create and maintain safe, healthy, and livable communities**

8.1 **Closed Session** for the Highway 40 Project - Belle Plaine Area ..... 37

10:35 a.m. **ADJOURN CLOSED AND REGULAR SESSION**

David Hemze  
County Administrator

**UPCOMING MEETINGS**

September 27, 2023	4:30 p.m. Highway 5/82 <sup>nd</sup> Street Improvement Project Open House, MN Landscape Arboretum
October 3, 2023	9:00 a.m. Board Meeting
October 5, 2023	6:30 p.m. Senate Capital Investment Tour Stop Lake Waconia Regional Park
October 10, 2023	No Meeting
October 17, 2023	9:00 a.m. Board Meeting
October 24, 2023	9:00 a.m. Work Session
October 24, 2023	11:30 a.m. Hoffman Recognition Event Lake Waconia Regional Park
October 31, 2023	No Meeting
November 7, 2023	No Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on September 5, 2023. Chair John P. Fahey convened the session at 9:00 a.m.

Members present: John P. Fahey, Chair, Tom Workman, Vice Chair, Gayle Degler and Tim Lynch. Matt Udermann arrived at 9:11 a.m.

Under public comments, Michele Imdieke, Chaska, explained she has been living and working in Chaska since 1980. She stated she opened her restaurant business in 2017 with some challenges and in 2018 decided to erect a sign on 212 and 43 with the permission of the landowners. She stated she was notified last fall that she had to take the sign down and subsequently contacted another landowner who had the same issue. In a subsequent meeting she was informed her only option was to go to MnDOT but later informed she could request a variance. She questioned if a variance would be granted and stated her only option was to ask the County to change the sign ordinance. She pointed out the number of signatures she received on a petition. She questioned why they were not interested in changing the ordinance and would be visiting the townships to determine their opinion.

Degler moved, Lynch seconded, to approve the agenda. Fahey, Degler, Lynch, Workman voted aye. Udermann absent. Motion carried.

Workman moved, Lynch seconded, to approve the minutes of the August 15, 2023 Regular Session. Fahey, Degler, Lynch, Workman voted aye. Udermann absent. Motion carried.

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

Approved police contract community increase of a civilian full time 1.0 FTE City Safety Officer for the City of Victoria and related Sheriff's budget amendment.

Authorized the Chair to sign the comment letter for the MPCA Commissioner regarding the 2022-2042 Metropolitan Solid Waste Management Policy Plan.

Resolution #61-23, Accept the Crime Victim Services 2024 grant, approve the grant contract agreement and authorized the County Attorney or the Victim-Witness Coordinator to enter into future agreements and amendments to implement the general crime services in accordance with grant program guidelines and subject to Attorney/Risk Management review.

Approved professional service agreement with Heartland Behavior Health Facility for services not to exceed \$74,679 for the period of 90 days from 09/5/23 through 12/05/23, pending approval through the contract review process.

Resolution #62-23, Support and Authorization for Applications to the Minnesota Department of Transportation for Transportation and Economic Development Funding and the Minnesota Department of Employment and Economic Development for Transportation Economic Development Infrastructure Funding for the Highway 5 at CSAH 11 Intersection Improvements Project and authorized the Chair and Engineer, or their designee, to submit the conflict of interest disclosure form and applications for the funding solicitations.

Resolution #63-23, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 40 Project-Belle Plaine Area

Authorized the County Administrator to enter into an agreement with the First Judicial District to upgrade audio and visual equipment in Courtrooms 1, 2 and 3 and approve \$300,000 in YES account funds for the project and related Public Services budget amendment.

Approved issuing a tobacco license to Blue Dream Tobacco in Norwood Young America, subject to receipt of all required paperwork, licensing fee paid, signed affidavit and all delinquent taxes paid.

Approved additional 1,173.25 hours of 2023 library STOC with funds from Employee Relations STOC and Library operating budget and approved related Library budget amendment.

Approved an increase in an Assistant County Attorney position from 0.6 FTE to 1.0 FTE at a cost of \$17,532 for the rest of 2023 with funding provided by redirecting Public Works CSAH and/or sales tax funds and related budget amendment.

Adopted the Findings of Fact and issue Order #PZ20230024 for the issuance of an interim use permit, Anthony Oswald, Camden Township.

Approved purchase of 14 internal network switches from Insight Public Sector to upgrade the Library IT network and accept the funding committed by USAC to reimburse 60% of the equipment cost and redirect budget from the Chaska Public Works sale proceeds for the remainder of the purchase and approved related Library budget amendment.

Reviewed August 22, 2023, Community Social Services' actions/Commissioners' warrants in the amount of \$369,177.99; reviewed August 29, 2023, Community Social Services' actions/Commissioners' warrants in the amount of \$374,561.70 and reviewed September 5, 2023, Community Social Services' actions/Commissioners' warrants in the amount of \$255,599.23.

Motion carried unanimously.

Sonja Wolter, Risk Management Specialist, introduced Paul Hajduk, MCIT's Risk Management Consultant, to present MCIT's member report.

Hajduk explained MCIT was a public joint powers entity risk sharing pool and was sensitive to the needs and coverage of its members. He stated MCIT covers 81 counties and Carver County joined in 1982. In 2023, they were able to provide enhanced cyber coverage and noted additional education that would follow.

He pointed out the dividends declared and the County's portion of those dividends. He indicated MCIT's goal is to have long term rates and never having to go back to counties when more money is needed. Hajduk reviewed aggregate worker's comp and property/casualty claims and pointed out how worker comp contributions are determined.

Hajduk indicated services that come along with the County's membership included loss control consultations, risk management workshops, awareness and prevention materials and an employee assistance program. He pointed out the importance of understanding how coverage applies when making decisions, to encourage safety trainings and thanked the Board for their continued support.

Chair Fahey thanked Hajduk for the presentation and recognized the challenges will be cyber security and mental health going forward.

Julie Frick, CDA Director, requested the Board approve the CDA's 2024 budget and levy. She reviewed the history and the mission statement of the CDA. Frick stated the CDA was eligible for a maximum levy of \$3,775,425 based on changes of estimated market values but was requesting a levy of \$3,374,610 or 7.75% from the 2023 levy.

Chuck Swanson, CDA Economic Development Director, highlighted the CDA's community and economic development programs. He pointed out recent creation of an economic development website. He noted the CDA's strategic planning meeting where it was determined that tourism would no longer be one of their strategic objectives, but they would continue to promote cities, businesses and events that create economic activity.

Shanika Bumphurs, CDA Housing Director, reviewed updates that were done to CDA properties.

Allison Streich, CDA Deputy Director, reviewed the status of the ARPA funds previously approved by the County Board and new housing projects planned for 2024. She pointed out the new local housing trust fund initiative to focus on homebuyer assistance and housing stability.

Karen Reed, CDA Finance Director, explained 2024 levy funding changes, revenue sources and expenditures. She highlighted the budget adjustments that were made and levy increases over the last ten years.

Discussion followed on the option to increase the levy to the maximum allowed to further projects or approve the 7.75% levy increase requested.

Workman offered the following Resolution, seconded by Degler:

Resolution #64-23  
Approving the 2024 Proposed Budget and Payable 2024 Tax Levy of the  
Carver County Community Development Agency and  
Certifying Said Levy to the County Auditor

On vote taken, Degler, Fahey, Lynch, Workman voted aye. Udermann voted nay.

Dave Hemze, County Administrator, requested the Board set the 2024 preliminary levy. He stated they would be setting the maximum levy that can go down but not up. Hemze pointed out key challenges and opportunities that included an expanding tax base, inflation increases, high service

levels and employee attraction and retention. He noted the money that is available for one-time projects and the State legislature making some adjustments in county program and policing aid. Hemze cited examples of where tax dollars are spent.

Dave Frischmon, Finance Director, indicated the 2023 budget is relatively stable. He pointed out the increases in tax base and average value increases that shifts tax burden from residential to commercial/ag. He reviewed a summary of the budget over the last four years, levy adjustments that were made, county program aid received and projected vacancy savings. Frischmon explained ongoing levy adjustments related to operations. He identified recommended staffing changes and funding for one-time projects.

He updated the Board on the year end savings and budget stabilization account. He reviewed the use of Covid-19 federal allocation dollars. Frischmon explained the tax impact to an average value home and the Administrator's recommended 4.5 million levy increase. He highlighted the long-term financial plan, budget schedule and proposed date for the budget public hearing.

Degler moved, Lynch seconded, to approve the \$70,143,855 preliminary 2024 tax levy and \$240,684,416 2024 budget and setting November 28, 2023, at 6:00 p.m. as the budget public hearing date. Degler, Fahey, Lynch, Workman voted aye. Udermann voted nay. Motion carried.

Paul Moline, Public Services Division Director, requested the Board set the 2024 Water Management Organization preliminary levy. He explained the WMO area covers 80% of the County and stated the purpose of the WMO was to implement the water management plan adopted by the Board. He pointed out the seven program areas and explained the requested 6.64% levy increase.

Moline reviewed the distribution of the levy and the funding requests received from the cities. He highlighted the projects they are recommending and their increased operational and AIS costs. Moline compared WMO levy rates to other watershed district levies within the county.

Workman moved, Degler seconded to set the 2024 preliminary Carver County Water Management Organization levy at \$953,429. Motion carried unanimously.

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

Lyndon Robjent, Public Works, requested the Rail Authority set their 2024 preliminary levy and budget. He explained the recommended increase was to offset increased staffing costs and ongoing stewardship costs.

Lynch moved, Degler seconded, to approve setting the Carver County Regional Rail Authority's 2024 preliminary tax levy of \$212,250 and 2024 budget at \$214,250. Motion carried unanimously.

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

Administrator Hemze noted the scheduled work session to be held next week on Parks strategic planning.

REGULAR SESSION  
September 5, 2023

Degler moved, Lynch seconded, to adjourn the Regular Session at 11:30 a.m. and go into a work session on space planning and for update from Parks. Motion carried unanimously.

David Hemze  
County Administrator

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

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Contract for Demolition of the WEC at Lake Waconia Regional Park**

Primary Originating Division/Dept: Public Works - Parks

Meeting Date: 9/26/2023

Contact: Jacob Sandvig Title: Parks and Natural Resources Su

Item Type:  
Consent

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Title:

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

At the February 28, 2023 County Board Workshop, the Board was updated on the use and condition of the Waconia Event Center. Direction was provided to staff to move forward with the removal of the building.

Proposal for building demolition, site grading, and asbestos removal were obtained.

Henning Excavating: \$113,925.00

Wickenhauser: \$116,420.00

**ACTION REQUESTED:**

Motion to contract with HENNING EXCAVATING for demolition of the Waconia Event Center at Lake Waconia Regional Park pending finalization of the contract review process.

**FISCAL IMPACT:** Budget amendment request form

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	
State Funding, Governor'	\$113,925.00
<b>Total</b>	\$113,925.00

**FTE IMPACT:** None

Insert additional funding source

**Related Financial/FTE Comments:**

The 2023 Legislature and Governor passed State Fiscal Year 2024 Regional Parks and Trails Modernization Program. The State Appropriation amount is \$9 million matched with an additional \$6 million of Metropolitan Council Funds for a total of \$15 million. Carver County's share by formula totals \$467,000.

Office use only:

RBA 2023 - 9225



# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Contract for Demolition of the WEC at Lake Waconia Regional Park

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Construction	34-529-511.6680	\$113,925.00
<b>TOTAL</b>		\$113,925.00

CREDIT		
Description of Accounts	Acct #	Amount
P&T Modernization Funds	34-529-511.5288	\$113,925.00
<b>TOTAL</b>		\$113,925.00

Reason for Request:

\$113,925 of the \$467,000 in P&T Modernization Program funds will cover the demolition of the WEC.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Contract for lighting at Lake Waconia Regional Park**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The parking lot at Lake Waconia Regional Park is not currently serviced with lighting for evening use. The new park building (Paradise Commons) will be coming online late fall. It is requested that lighting be installed in the parking area to facilitate use and provide additional security lighting for the parking area.

Two proposals for the work to include; new concrete bases, poles, LED lights, conduit, wire, and trenching were received.

Choice Electric Inc.- \$113,500 (\$104,800 lighting and \$8,700 meter service)

Landmark Electric Inc. – \$117,000

Funding for the requested lighting would come from the 2024 Parks and Trails Funding allocation from the Metropolitan Council to Carver County.

**ACTION REQUESTED:**

Motion to contract with Choice Electric for lighting at Lake Waconia Regional Park pending finalization of the contract review process.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

SFY 2024 Parks & Trails Le

**Total**

Insert additional funding source

**FTE IMPACT:**

**Related Financial/FTE Comments:**

State Fiscal Year ("SFY") 2024 Parks and Trails "Legacy" Program funding is \$618,000. The County's Park Budget allocates \$136,000 for Park & Trail operations which includes staffing costs and \$482,000 is available for Park & Trail capital projects.

*Office use only:*

RBA 2023 - 9310

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Contract for lighting at Lake Waconia Regional Park

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Construction-lighting	34-529-519.6680	\$113,500.00
<b>TOTAL</b>		\$113,500.00

CREDIT		
Description of Accounts	Acct #	Amount
2024 P&T Legacy Funding	34-529-519.5285	\$113,500.00
<b>TOTAL</b>		\$113,500.00

Reason for Request:

Carver County Parks receives Parks & Trails Legacy Funding- portion is committed to operations, but \$482,000 is available for capital projects. \$113,500 of the \$482,000 is requested to be spent on LWRP lighting needs.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Naming of New Park Building at Lake Waconia Regional Park**

Primary Originating Division/Dept: <u>Public Works - Parks</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Sam Pertz</u> Title: <u>Parks Supervisor</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

A process was developed early in the calendar year to determine an official name of the new park building being constructed at Lake Waconia Regional Park. The process involved engagement with key community stakeholders' groups (i.e., Waconia Heritage Association), a public engagement strategy & opportunity and vetting by the Park Commission to include recommending options to the County Board for final selection.

Staff from both Parks and Public Works Planning developed a basic scoring system and criterion that all (60+) unique submittals were run through.

The Park Commission applied significant time at the April meeting reviewing the submittals, scoring outcomes, and discussing common themes/trends in the overall pool of name options. The Commission ultimately funneled the options down to four, but also enhanced the options with better adjective words (commons, landing, pavilion etc.).

Mid-summer direction was provided to staff to bring the recommended options back through the Park Commission to further refine the list.

At the August Work Session, the Board discussed the two Parks Commission's recommended names of Meday Wa Ko Ni Ya Commons and Paradise Commons as well as a few others. The consensus was to name the building Paradise Commons

**ACTION REQUESTED:**

Motion to adopt a resolution naming the new building at Lake Waconia Regional Park "Paradise Commons"

**FISCAL IMPACT:** None

*If "Other", specify:*

**FUNDING**

County Dollars =  **\$0.00**

<input type="text"/>	<input type="text"/>
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**Total**  **\$0.00**

**FTE IMPACT:** None

Related Financial/FTE Comments:

*Office use only:*

RBA 2023 - 9332

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

Date: 9/26/2023

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

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

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

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WHEREAS, Carver County undertook a public process to solicit names for a new park building at Waconia Regional Park and;

WHEREAS, the Carver County Park Commission reviewed solicited names and made recommendation at its August 9, 2023 meeting to the County Board, and:

WHEREAS, the Carver County Board reviewed the recommendation by the Park Commission in a work session at its August 22, 2023 meeting and preferred the name of Paradise Commons;

NOW THEREFORE, be it resolved that Carver County Board has selected the name Paradise Commons for the new park building at Waconia Regional Park.

YES

ABSENT

NO

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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 26<sup>th</sup> day of September, 2023, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 26<sup>th</sup> day of September, 2023.

\_\_\_\_\_  
Dave Hemze

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution of Support for the 2024 Capital Funding Request for Phase III Development of Waconia Regional Park**

Primary Originating Division/Dept: <u>Public Works - Parks</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Martin Walsh</u> Title: <u>Parks and Recreation Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

In June 2023, a capital funding request was submitted for state funds for Phase III Development of Lake Waconia Regional Park to the Office of Management and Budget. The amount requested was \$3.264 million, to be matched with an additional \$3.264 million of County funds, totaling \$6.528 million. The primary elements to be funded with the request are additional parking lots, a playground, a second picnic shelter, trails, and site amenities. A concept diagram for a Phase III Development Plan have been received from our consulting planner and is attached for information. Note, the estimate for all things identified approaches \$12 million, including future trails in the undeveloped portion of the park.

The proposed capital investment request (\$6.528 million) will fund:

- A: Beach and Playground: \$2,408,280
- B: Parking Lot Expansion and Trail to Waterfront: \$1,604,960
- C: Volleyball Group Area (includes picnic shelter): \$2,427,495.

These elements total \$6,440,735.

In addition to the initial submittal for funds, a resolution of support is requested from Carver County to support the request for funding. If the capital funding request is successful, the construction program will be determined by the amount of funding received.

**ACTION REQUESTED:**

Motion to submit a resolution of support to the Office of Management and Budget for Phase III Development for Waconia Regional Park.

**FISCAL IMPACT:** Other

*If "Other", specify:*

*This is only a request for state funding currently. However, the matching funds to this state funding request is also identified in the preliminary 2024 County Budget.*

**FUNDING**

County Dollars =	<b>\$3,264,000.00</b>
<b>Total</b>	<b>\$3,264,000.00</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

This is only a request for state funding currently. However, the matching funds to this state funding request is also identified in the preliminary 2024 County Budget.

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: September 26, 2023

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

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

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

**WHEREAS**, The Regional Parks System was created by the state, and together with the State Park System, is to meet the outdoor recreation needs of the public as provided in statutes 473.121, Subd. 14, & 473.147, Subd. 1.

**WHEREAS**, Carver County, as an Implementing Agency of the Metropolitan Regional Parks System, in concert with the Metropolitan Council have designated and planned Lake Waconia Regional Park consistent with the Metropolitan Regional Parks Policy Plan, and;

**WHEREAS**, Lake Waconia Regional Park is underdeveloped, needs investment to achieve an appropriate level of recreational service in line with other the Metropolitan Regional Parks and State Parks, and;

**WHEREAS**, the investment needed greatly exceeds traditional funding programs, and;

**WHEREAS**, Minnesota Department of Management and Budget has solicited 2024 capital budget funding requests for projects of regional and statewide significance, and;

**NOW, THEREFORE BE IT RESOLVED**, Carver County Board supports a 2024 capital budget request of general obligation bonds to the Minnesota Department of Management and Budget for the development of Lake Waconia Regional Park and will match state appropriated bonds 50/50.

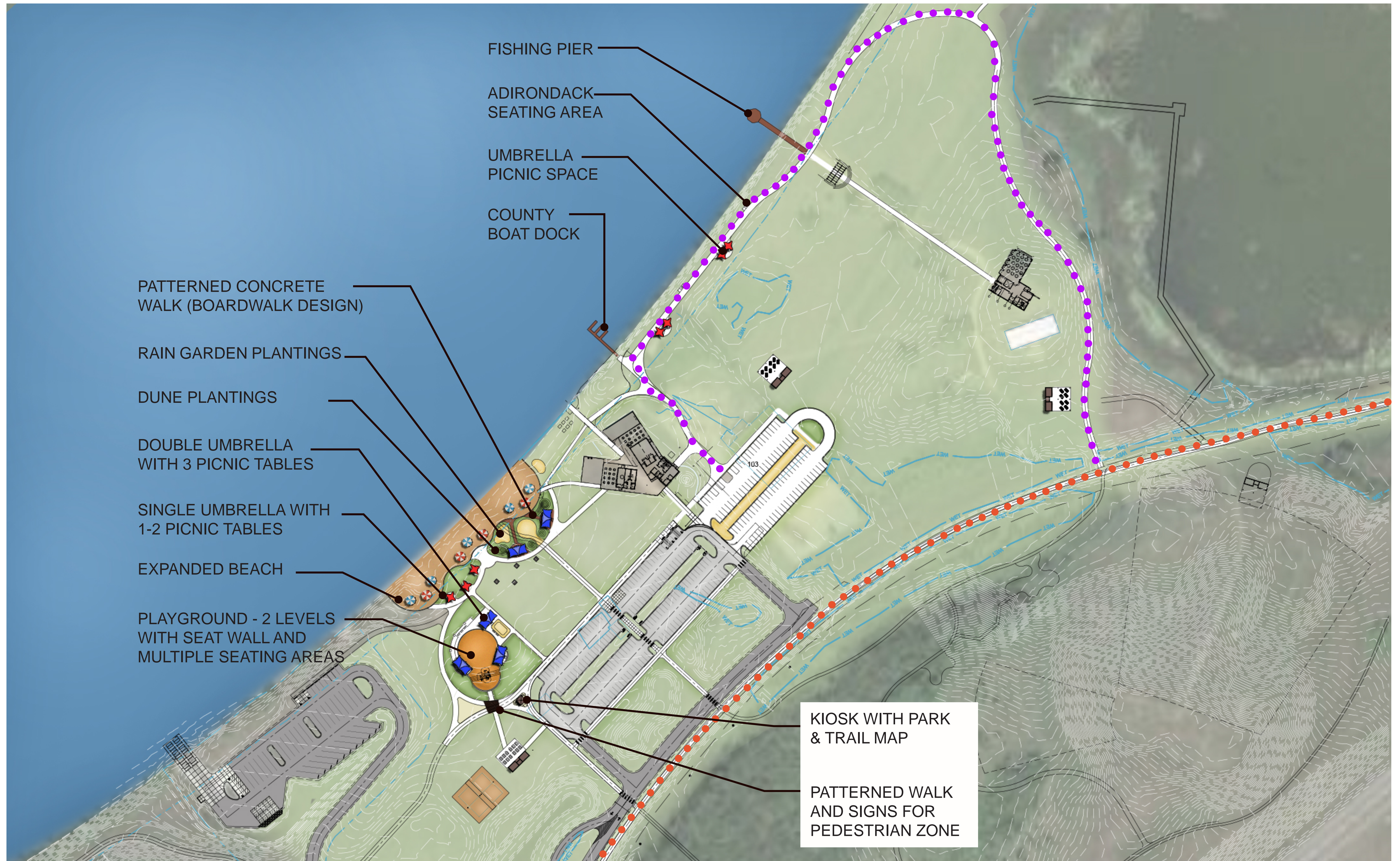
YES	ABSENT	NO

**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           , 2023, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 5th day of September, 2023

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



# Lake Waconia Regional Park | Site Concept

Waconia, Minnesota

June 21, 2023 | WSB Project number: 022377-000



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2022 Emergency Management Performance Grant (EMPG)**

Primary Originating Division/Dept: <u>Sheriff</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Kelly Miller</u> Title: <u>EM Specialist</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The purpose of the Emergency Management Performance Grant (EMPG) Program is to provide federal funds to States to assist State, local, territorial, and tribal governments in preparing for all hazards. Title VI of the *Stafford Act* authorizes FEMA to make grants available for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the Federal Government, States, and their political subdivisions. A cost match is required under this program.

The County must equally match the Federal contribution pursuant to Sections 611(j) and 613 of the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (Pub. L. No. 93-288), as amended (42 U.S.C. §§ 5121-5207). Unless otherwise authorized by law, Federal funds cannot be matched with other Federal funds. Wages and benefits are eligible for reimbursement with EMPG funds, so long as the staff time is spent on emergency management work during the sub-grant period by personnel who meet the training and exercise requirements and are included in the application's Staffing Pattern - Paid Staff form. Carver County Emergency Management utilizes this grant for earned wages within the Emergency Management Program.

**ACTION REQUESTED:**

Motion to authorize the County Board Chair and the County Administrator to sign and accept the Grant Agreement for the 2022 Emergency Management Performance Grant (EMPG). Reviewed and approved by the County Attorney's Office and Risk Management. A 100% match is required for this grant, which is covered in the adopted budget for the Emergency Management Program.

**FISCAL IMPACT:** Budget amendment request form

*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$59,317.00</b>
<b>Total</b>	<b>\$59,317.00</b>

**FTE IMPACT:** None

Related Financial/FTE Comments:

*Office use only:*

RBA 2023 - 9303

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: 2022 Emergency Management Performance Grant (EMPG)

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Salaries	01-201-280-1904-6111	\$59,317.00
<b>TOTAL</b>		\$59,317.00

CREDIT		
Description of Accounts	Acct #	Amount
Emergency Mgmt Performance Grant	01-201-280-1904-...	\$59,317.00
<b>TOTAL</b>		\$59,317.00

Reason for Request:

We have been awarded the 2022 Emergency Management Performance Grant (EMPG) and are adding it to our budget.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Settlement Agreements for Right of Way Acquisitions for the Highway 40 Project - Belle Plaine Area**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The 2024 construction season includes the shoulder widening, grading and re-surfacing of Highway 40 from State Highway 25 on the south to County Highway 52 on the north. Additional right-of-way is needed to complete the project scope. On March 7, 2023, the County Board authorized Public Works staff to make offers for direct purchase of the impacted properties. Negotiations commenced and staff have reached recommended settlements. On August 8, 2023, the County Board authorized a settlement amount for Parcel 20, PID 08.0170510; This request for County Board action is for the approval of a revised settlement amount on Parcel 20 due to damages not included in the previous County Board authorization. In addition, on September 5, 2023, the County Board authorized a settlement amount for Parcel 27, PID 08.0200300; This request for County Board action is for the approval of a revised settlement amount on Parcel 27 due to an internal error reporting figures from the final appraisal to the requested settlement amount on September 5th, 2023.

**ACTION REQUESTED:**

Motion to approve a resolution for settlement agreements with the property owners of Parcel 20 and Parcel 27 of the Highway 40 Project - Belle Plaine Area.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =	<input type="text"/>
CSAH Regular Constructio	\$38,775.00
<b>Total</b>	<b>\$38,775.00</b>

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

Authorized settlement amount for Parcel 20, on August 8, 2023, was \$16,975.00, the new settlement amount is \$19,225.00.  
Authorized settlement amount for Parcel 27 on September 5, 2023, was \$16,250.00, the new settlement amount is \$19,550.00.

Office use only:

RBA 2023 - 9342

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

Date: September 26, 2023

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

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

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

---

**Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 40 Project - Belle Plaine Area**

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for shoulder widening and pavement improvements as part of the Highway 40 Project - Belle Plaine Area (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Works Division Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required; and

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements of shoulder widening and pavement improvements as part of the Highway 40 Project - Belle Plaine Area constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s) and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

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 September 26, 2023, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 26th day of September 2023

\_\_\_\_\_  
Dave Hemze County Administrator

**Exhibit A**  
**to**  
**Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property**  
**Interests**

**Highway 40 Project - Belle Plaine Area**

Carver County Public Works No. 188844

**Property Tax Identification No. 08.0170510**

**Parcel Number(s): 20**

Fee Owners: Mark D. & Aleata M. Dauwalter

Property Address: 17590 County Road 40, Carver, MN 55315

Permanent easement for public right-of-way purposes contains **10,336 sq. ft.**, more or less;  
**5,379 sq. ft.**, after excluding existing easements.

**\$4,000.00**

Permanent easement for drainage & utility purposes contains **4,413 sq. ft.**, more or less.

**\$3,350.00**

Temporary easement for construction purposes contains **5,588 sq. ft.**, more or less.

**\$625.00**

Appraisal Fee.

**\$1,500.00**

Damages to trees and stone wall.

**\$9,750.00**

Settlement Amount: **\$19,225.00**

**Property Tax Identification No. 08.0200300**

**Parcel Number(s): 27**

Fee Owners:

Fee Owner and Contract Vendor: Thomas M. Redmond, as Trustee of the Revocable Trust Agreement of Thomas M. Redmond dated October 7, 2008, as amended.

Contract Vendees: Sever Peterson and Sharon L. Peterson, as Co-Trustees of the Sever Peterson Family Trust, and Bert Notermann and Bonnie Notermann.

Property Address: XXX County Road 40, Carver, Minnesota.

Permanent easement for roadway purposes contains **88,647 sq. ft.**, more or less.

**\$7,450.00**

Permanent easement for drainage & utility purposes contains **13,859 sq. ft.**, more or less.

**\$1,700.00**

Temporary easement for construction purposes contains **14,754 sq. ft.**, more or less.

**\$400.00**

Damages to fencing.

**\$5,000.00**

Appraisal Fee.

**\$5,000.00**

Settlement Amount: **\$19,550.00**

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Service Agreement with Dakota County Technical College**

Primary Originating Division/Dept: <u>Health &amp; Human Services - Income Support</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Kate Probert Fagundes</u> Title: <u>Deputy Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <u>    </u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u>                                </u> Title: <u>                                </u>	

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

**BACKGROUND/JUSTIFICATION:**

Carver County Labor Market information demonstrates that healthcare and manufacturing remain the two key demand-driven industries with the highest job vacancies. In order to address labor shortages, Carver County Health and Human Services through its CareerForce/Workforce Development Services program is partnering with Scott County Health and Human Services CareerForce/Workforce Development Services, to address employment and education needs of the population who live on little.

Collectively, Carver County and Scott County wish to partner with Dakota County Technical College, a non-for-profit state post-secondary educational institution, with a proven record to develop and deliver specific educational programs for low-income residents. Workforce Mobility Program Services will offer certified nursing assistant/trained medication aide, pharmacy technicians and boiler operation training and education classes to Carver County residents ages 18 and older with annual family incomes under two hundred fifty percent (250%) of the federal poverty guidelines (FPG).

Per student cost includes all fees and testing, as follows: 1) certified nursing assistant/trained medication aide = \$2,000; 2) pharmacy technician = \$1,500; 3) boiler operation = \$700. Training will be held at the Dean Lakes Education Center. Carver County CareerForce staff will provide support, case management, job search, job placement, and job retention services to eligible residents.

The Professional Service Agreement with Dakota County Technical College will not exceed \$40,000. Payment for the program shall come from already approved Workforce Development Grants and COVID-19 BSA funds (RBA 7311, County Board meeting December 15, 2020) dedicated to offering job search support for residents interested in healthcare/long-term care Career Pathways, utilizing services offered by the CareerForce Center.

**ACTION REQUESTED:**

Motion to approve a Professional Service Agreement with Dakota County Technical College for services not to exceed \$40,000 for the period September 1, 2023, through December 31, 2024, pending approval through the internal contract review process.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FTE IMPACT:** None

**FUNDING**

County Dollars =	
COVID-19 BSA Univers...	\$3,355.00
COVID-19 BSA Career P...	\$15,851.00
Workforce Developme...	\$20,794.00
<b>Total</b>	<b>\$40,000.00</b>

**Related Financial/FTE Comments:**

COVID-19 BSA funds, approved by the Carver County Board on 12/15/2020, RBA 7311: 1) 11-422-700-1120-6035 Education and Employment support for universal customer \$3,355; 2) 11-422-700-1120-6040 Career Pathways \$15,851



Workforce Development Programs: \$20,794

All funds are in the approved Health and Human Services Income Support budget.

*Office use only:*

RBA 2023 - 9340

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Liquor License Renewal**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Attached is a list of businesses that have applied for a liquor license. The owners are requesting Carver County Board of Commissioners approval to sell tobacco products. These are all liquor license renewals.

**ACTION REQUESTED:**

Approval of the County Board to issue liquor licenses to the attached businesses. Board approval is subject to the receipt of all required paperwork, licensing fee paid, and all delinquent taxes paid.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2023 - 9343

## 2023-24 CARVER COUNTY LIQUOR LICENSE RENEWAL APPLICANTS

As of 09-19-2023 (Coverage through 10-31-2024)

	License Holder	LIC #	OFF-SALE	ON-SALE	SUNDAY	BREWER OFF-SALE	TWP
1.	Hollywood Sports LLC dba Hollywood Sports Complex Joseph P. Swartzler, Jr., President 15950 County Road 122 Watertown, MN 55388-8335 320-327-0133	10-02	\$150.00	\$2,000.00	\$200.00	NA	Hollywood
2	Baumann Enterprises, Inc. dba B's on the River Bryan Baumann, President 1455 County Road 27 Watertown, MN 55388-4532 952-955-2223 - Club	10-08	NA	\$2,000.00	\$200.00	NA	Watertown
3.	Whistle Post LLC dba Sovereign Estate Wine Paul Savaryn, President Teresa Savaryn, Vice President 9950 North Shore Road Waconia, MN 55387 952-446-9957 - Winery 952-392-9232 - Cell	10-13	NA	\$2,000.00	\$ 200.00	NA	Waconia
4.	Parley Lake Winery, LLP dba Parley Lake Winery Steven Zeller, President 8280 Parley Lake Road Waconia, MN 55387 952-201-9742 Steve Cell	10-14	NA	\$2,000.00	\$ 200.00	NA	Laketown
5.	WJVA Inc. dba Timber Creek Golf Course Brooks Ellingson, President 9750 County Road 24 Watertown, MN 55388-9326 952-955-3600 - Club 763-300-9035 Brooks	10-15	NA	\$2,000.00	\$ 200.00	NA	Watertown
6.	Schram Winery, LLC dba Schram Vineyards Aaron Schram, President 8785 Airport Road Waconia, MN 55387-9634 952-846-9458 - Aaron cell	10-16	NA	\$2,000.00	\$200.00	NA	Laketown
7.	Vandy's Grille LLC dba Vandy's Grille Corey Vanderhoff, President Vicki Vanderhoff, Vice President 7795 Laketown Parkway Waconia, MN 55387	10-19	NA	\$2,000.00	\$200.00	NA	Laketown
8.	Big Sticks LLC dba Sticks Tavern & Trails End Event Center Michele Imdieke, President 6940 Dahlgren Road Chaska, MN 55318 612-581-0084 Cell	10-20	NA	\$ 2,000.00	\$200.00	NA	Dahlgren

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

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Charitable Gambling Application for Exempt Permit-Marsh Lake Ducks Unlimited**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

A Charitable Gambling application for Exempt Permit was received from Marsh Lake Ducks Unlimited. They plan to hold a raffle on September 26, 2023 at the Marsh Lake Hunt Club located at 5785 Hunters Rd, Victoria, MN 55386. This organization has received this type of permit before.

**ACTION REQUESTED:**

Approval to issue a Charitable Gambling License to Marsh Lake Ducks Unlimited for a raffle to be held on September 26, 2023.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2023 - 9354

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2024 Retiree Health Insurance Contributions**

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Kerie Anderka</u> Title: <u>Employee Relations Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Carver County Personnel Policy and certain collective bargaining agreements provide for the County to contribute to County-sponsored health insurance for certain retirees. Personnel Policy indicates the Board will set the amount the County will contribute to each retiree's insurance for the coming year. In order to qualify for this benefit, retirees must meet the following criteria:

- Must have been hired as a regular employee prior to June 1, 2010,
- Must be retiring from a non-bargaining role covered by the policy or from a position covered by a collective bargaining agreement referring to this policy,
- Must have been employed by Carver County with uninterrupted full time service of twenty (20) years or more,
- Must have attained age 60, but not yet be Medicare-eligible,
- Must have maintained County-sponsored insurance since retirement,
- Must accept coverage offered by the provider of health insurance coverage to Carver County non-bargaining employees, and the terms of coverage being offered to non-bargaining employees,
- And must maintain health coverage through the County.

The recommended monthly contributions for active employees are \$1,048.59 for single, \$1,880.61 for employee + spouse, \$1,405.58 for employee + child(ren), and \$2,369.88 for family, based on employee health insurance plan election. The County's contribution shall not exceed the coverage tier level provided at the time of separation. In past years, the County Board has set the contribution for eligible retirees at an amount consistent with the cafeteria contributions for active employees. Retirees selecting family coverage would receive \$2,369.88 per month toward their insurance, employee + spouse would receive \$1,880.61, employee + child(ren) would receive \$1,405.58, and those electing single coverage would receive the lesser of the single premium amount or \$1,048.59 per month.

**ACTION REQUESTED:**

Set health insurance contribution for eligible retirees as follows, not to exceed the coverage tier level provided at the time of separation: Retirees selecting family coverage would receive \$2,369.88 per month toward their insurance, employee + spouse would receive \$1,880.61, employee + children would receive \$1,405.58, and those electing single coverage would receive the lesser of the single premium amount or \$1,048.59 per month.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =	<input style="width: 100%;" type="text"/>
OPEB Trust	\$272,158.46
<b>Total</b>	<b>\$272,158.46</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

Retiree health insurance contribution covered by County's Irrevocable OPEB Trust. Above reflects 2024 annual cost based on retiree health insurance elections.

# Carver County Board of Commissioners

## Request for Board Action



**Agenda Item:**

**2024 Non-Bargaining Employee Insurance Contributions**

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Kerie Anderka</u> Title: <u>Employee Relations Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <u>    </u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u>                    </u> Title: <u>                    </u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The County Board of Commissioners has the authority to establish and revise benefits for non-bargaining employees.

Core benefits for full-time benefit eligible non-bargaining employees currently include life insurance, long-term and short-term disability insurance, and dental insurance. A monthly cafeteria contribution is provided based on the employee's election of health insurance. In addition, County contribution amounts to the Health Reimbursement Arrangement (HRA)/VEBA Trust or for employees electing the Health Savings Account (HSA) Health Plan option are provided when applicable based on health plan election. Elective benefits include additional short-term disability coverage, supplemental life insurance, medical and dependent care flexible spending accounts, vision insurance, accident insurance, hospital confinement insurance, and critical illness insurance.

It is recommended that the monthly cafeteria contribution be provided to full-time benefit eligible non-bargaining employees based on the employee's election of health insurance, with 2024 monthly County contribution for single at \$1,048.59; employee + spouse at \$1,880.61; employee + child(ren) at \$1,405.58; family at \$2,369.88. The monthly waiver payment will be eliminated in 2024. For non-bargaining employees budgeted at least half-time, but less than 0.8 FTE, provide \$250.00 per month toward the cost of single health insurance.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with an HRA, in 2024 it is recommended that the County provide a quarterly contribution to the Health Reimbursement Arrangement through a VEBA trust. For eligible employees participating in the plan over the course of the year, it is recommended that an amount of \$750.00 be provided for those with single insurance, and for those with family insurance it is recommended that a contribution of \$1,500.00 be provided. This is no change from the 2023 HRA arrangement.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with Health Savings Account Health Plan option, in 2024 it is recommended that for eligible employees participating in the plan over the course of a year, the County provide a contribution of \$1,300.00 for those with single insurance, and \$2,600.00 for those with family insurance. This is an increase of \$100 for the single contribution and \$500 for the family contribution from the 2023 HSA arrangement.

The motion requested is to approve the 2024 benefits for non-bargaining employees to participate in the benefits package with County contributions as outlined above effective January 1, 2024.

**ACTION REQUESTED:**

Motion to approve the 2024 benefits for non-bargaining employees as outlined above including 2024 monthly cafeteria contribution amounts for full-time benefit eligible non-bargaining employees based on the employee's election of health insurance with \$1,048.59 for single, \$1,880.61 for employee + spouse, \$1,405.58 for employee + child(ren), \$2,369.88 for family; maintaining the \$250.00 per month toward the cost of single health insurance for employees budgeted at least half-time but less than 0.8 FTE; and providing HRA/VEBA contributions in the amounts of \$750/\$1,500 and contributions for those electing the HSA High Deductible Health Plan option in the amounts of \$1,300/\$2,600 as described above.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =

**\$105,770.00**

**Total**

**\$105,770.00**

**FTE IMPACT:** None

Related Financial/FTE Comments:

The incremental cost for the 2024 non-bargaining employee health insurance contribution is \$105,770. The health insurance 2024 Budget for non-bargaining employee health insurance contribution is \$806,376.

*Office use only:*

RBA 2023 - 9345



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Temporary STOC Childcare Specialist for HHS**

Primary Originating Division/Dept: <input type="text" value="Health &amp; Human Services - Income Support"/>	Meeting Date: <input type="text" value="9/26/2023"/>
Contact: <input type="text" value="Kate Probert Fagundes"/> Title: <input type="text" value="Deputy Director"/>	Item Type: Consent <input type="text" value=""/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Customer Service: Continue the County's delivery of high value, timely service and support"/>	

**BACKGROUND/JUSTIFICATION:**

The Health and Human Services Division through its Income Support Department administers Childcare Assistance programming. Currently, there is one (1.0) FTE dedicated to program administration and case management services offering support to 195 families in Carver County.

The Childcare Specialist occupying the 1.0 FTE is anticipated to take a leave of absence. To manage the current surge of work and provide effective, timely service delivery, HHS is requesting one STOC Childcare Specialist position for the Income Support Workforce Development/CareerForce unit. The maximum cost per County Finance for the STOC position is \$20,155 at a maximum of 67 days. A Health Partners grant will be utilized to cover 100% of the STOC position cost. No county tax levy will be required to fund this temporary position.

The Childcare Assistance Program provides financial assistance to help families with low income to pay for childcare so that parents may pursue employment or education leading to employment while children are well cared for and prepared to enter school. The program is a mandatory program and the county is required to provide this service to residents.

**ACTION REQUESTED:**

Motion to approve hiring one STOC Childcare Specialist for HHS utilizing Health Partners Grant funds, effective December 2023.

<b>FISCAL IMPACT:</b> <input type="text" value="Budget amendment request form"/>	<b>FUNDING</b>				
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value=""/>				
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Health Partners grant</td> <td style="width: 30%; text-align: right;">\$20,155.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$20,155.00</b></td> </tr> </table>	Health Partners grant	\$20,155.00	<b>Total</b>	<b>\$20,155.00</b>
Health Partners grant	\$20,155.00				
<b>Total</b>	<b>\$20,155.00</b>				
<input checked="" type="checkbox"/> Insert additional funding source					

Related Financial/FTE Comments:  
 Health Partners grant will cover the full cost, no levy dollars used. Health Partners grant is in curent HHS approved 2023 budget.

Office use only:  
 RBA 2023 - 9341

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Temporary STOC Childcare Specialist for HHS

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Salaries - STOC	11-422-700-0023-6119	\$20,155.00	HP Grant Expenditures	11-422-700-0023-...	\$20,155.00
<b>TOTAL</b>		\$20,155.00	<b>TOTAL</b>		\$20,155.00

Reason for Request:

Temporary short term on-call FTE requested utilizing existing Health Partner's Grant funding.

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Jail Upper Level Visiting Room Floor**

Primary Originating Division/Dept: Sheriff - Jail Services

Meeting Date: 9/26/2023

Contact: Zachary Beebe Title: Admin Sergeant

Item Type:  
Consent

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Title: Admin Sergeant

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The carpet in the upper level of the jail is original. It is dirty and worn. The upper level is an area where members of the public go to have in-person visits with inmates. Removing the carpet and replacing it with visually appealing epoxy flooring would improve the level of customer service we give to these members of the public.

**ACTION REQUESTED:**

Approve contract 23-375 authorizing the work and payment of \$29,712.60 from the approved 2023 budget from Sheriff- CIP (01-201-235-0000-6660).

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

County Dollars = \$29,712.60

**FTE IMPACT:** None

**Total** \$29,712.60

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2023 - 9307

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Grant Agreement under the Fiscal Year 2022 INFRA Program**

Primary Originating Division/Dept: <u>Public Works - Program Delivery</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Darin Mielke</u> Title: <u>Deputy County Engineer</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

Growth: Manage the challenges and opportunities resulting from growth and development

**BACKGROUND/JUSTIFICATION:**

The U.S. Department of Transportation (USDOT) solicited applications for Fiscal Year (FY) 2022 funding opportunities under the Multimodal Project Discretionary Grant (MPDG) Opportunity Program for the Nationally Significant Multimodal Freight and Highways Projects grants program (INFRA). The USDOT is focusing the competition on transportation infrastructure projects that support six key objectives: Safety; State of good repair; Economic impacts, freight movement, and job creation; Climate change, resiliency, and the environment; Equity, multimodal options, and quality of life; and Innovation areas: technology, project delivery, and financing.

The County, in partnership with the Minnesota Department of Transportation (MnDOT) applied for INFRA funds to reconstruct US Highway 212 from a two-lane rural highway to a four-lane divided expressway between County Highway 34 in Norwood Young America and County Highway 36 in Cologne. The improvements proposed in the US Highway 212 Rural Freight Mobility and Safety Project will remove barriers to efficient freight movement and job opportunities, support economic vitality by providing development opportunities at key locations, preserve existing infrastructure, address climate change and environmental considerations in the project area, and improve mobility and safety for all corridor users. This project was chosen by the USDOT to receive \$10 million of funding through the INFRA program, as a federal subrecipient through MnDOT.

As a requirement to receive the INFRA funding, MnDOT and Carver County are required to enter into an agreement with the USDOT to document the duties of each of the agencies. The agreement states that MnDOT and the County will provide funding towards the local as identified in the MPDG application. The agreement is for the INFRA funding of \$10 million of the estimated \$61.5 million project's construction cost. Funding secured to date includes \$3.5 million in federal funding through the Metropolitan Council's Regional Solicitation, \$7.5 million in federal funding from the Minnesota Highway Freight Program, \$28.9 million in State bonding funds, \$6.5 million federal Community Project Funding, \$9 million of MnDOT federal funding, as well as a commitment from MnDOT to self-perform the construction administration.

**ACTION REQUESTED:**

Motion to approve a grant agreement with the US DEPARTMENT OF TRANSPORTATION and authorize the County Engineer to sign the agreement on behalf of Carver County, pending finalization of the contract review process.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FTE IMPACT:** None

**FUNDING**

County Dollars =	
INFRA Federal Funds	\$10,000,000.00
Federal Comm. Funds	\$6,500,000.00
Federal Freight Funds	\$7,500,000.00
Fed. Regional Sol. Funds	\$3,500,000.00

State of MN Bond Funds	\$25,000,000.00
MnDOT SRC Fed Funds	\$9,000,000.00
<b>Total</b>	<b>\$61,500,000.00</b>

Related Financial/FTE Comments:

*Office use only:*

RBA 2023 - 9353

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Jail Medical Provider Assessment Update**

Primary Originating Division/Dept: <u>Sheriff</u>	Meeting Date: <u>9/26/2023</u>
Contact: <u>Patrick Barry</u> Title: <u>Chief Deputy</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u>Jason Kamerud</u> Title: <u>Sheriff</u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The Carver County Jail medical program had been contracting through MEND until January 2023. MEND declared bankruptcy and was no longer able to provide services to Carver County. The Sheriff's Office hired two temporary jail nurses and contracted Medical Director services through the WGH Group LLC to provide jail medical services in 2023 with funding providing by redirecting \$223,158 of MEND contract funds along with other one-time funding sources. This temporary arrangement provided the Sheriff's Office an opportunity to assess several options for providing jail medical services for 2024 and beyond.

The Sheriff has completed his assessment and is recommending that the County continue to operate a Jail Nurse Program.

\$40,200.00 is the estimated additional cost to transition the two temporary jail nurse position to permanent positions effective January 1st, 2024.

\$220,905 is the additional levy dollars needed in 2024 to transition WGH Group LLC to provide medical director services for the County Jail. The cost breakdown is \$75,700 for the Medical Director services, \$123,205 for on-call Community Paramedics for after hour medical needs, and \$22,000 is for the additional liability insurance premium.

The total additional levy funds needed in 2024 to maintain the current Carver County Jail Nurse program is \$261,105 (\$40,200 + \$220,905) with an total estimated total cost of \$484,263 which is included in the County Administrator's 2024 Recommended Budget. The Sheriff is requesting Board approval to begin the process to transition the two Jail Nurse positions and the Jail Medical Director Services contract with EGH Group LLC to a permanent status effective January 1, 2024.

**ACTION REQUESTED:**

Board approval for the Sheriff to begin the process to transition two temporary Jail Nurse FTE positions approved thru December 2023 to two permanent Jail Nurse FTE positions effective January 1, 2024.

Board approval for the Sheriff to begin the process to transition the temporary contract with EGH Group LLC to provide Jail Medical Director Services thru December 2023 to a permanent contract effective January 1, 2024.

**FISCAL IMPACT:** Other

*If "Other", specify:*

See comment below

**FUNDING**

County Dollars =	<b>\$0.00</b>
Add'l Levy 2024 Budget	\$261,105.00
Mend Contract \$	\$223,158.00
<b>Total</b>	<b>\$484,263.00</b>

**FTE IMPACT:** Other staffing change (grade, classification, hours, etc.)

**Related Financial/FTE Comments:**

The \$261,105 additional levy dollars needed to fund the Sheriff's recommended Jail Nurse program in 2024 is included in the Administrator's Preliminary 2024 Budget.

*Office use only:*

RBA 2023 - 9243

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session for the Highway 40 Project - Belle Plaine Area**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Closed Session

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The 2024 construction season includes the shoulder widening, grading and re-surfacing of Highway 40 from State Highway 25 on the south to County Highway 52 on the north. Additional right-of-way is needed to complete the project scope. Carver County has contracted with appraisers in order to establish fair market value for the right of way acquisitions needed in support of the project. On March 7, 2023, the County Board authorized Public Works staff to make offers for direct purchase of the impacted properties.

Staff will update the Board on a discussions with owners of individual parcels of real property discuss appraisal data classified as confidential data on individuals or protected nonpublic data under Minn. Stat. § 13.44, Subd. 3; and to seek direction from the Board regarding the next steps of staff regarding future negotiations for the real property acquisitions at PID # 08.0300800.

**ACTION REQUESTED:**

Motion to enter into closed session to discuss confidential negotiations for right of way acquisitions on the Highway 40 Project - Belle Plaine, pursuant to Minn. Stat. Section 13D.05, Subd. 3 (c) of vacant land identified at tax property identification number 08.0300800 .

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2023 - 9349