

Carver County Board of Commissioners  
Regular Session  
December 12, 2006  
County Board Room  
Carver County Government Center  
Human Services Building  
Chaska, Minnesota

PAGE

9:00 a.m.

1. a) **CONVENE**
- b) **Pledge of Allegiance**
- c) **Introduction of New Employees**
2. Agenda review and adoption
3. Approve minutes of November 28, 2006 Regular Session .....1-4
4. Public participation (Comments limited to five minutes)
5. Community announcements

9:05 a.m.

6. **CONSENT AGENDA**
  - 6.1 Information Services – phone billing audit.....5
  - 6.2 Approval of MOU with MCES relating to preparation of TMDL studies.....6
  - 6.3 Consultant/trainer-Arthur T. Himmelman .....7
  - 6.4 PHN 0.8 FTE increase to 1.0 FTE.....8
  - 6.5 Child and Teen Checkups administrative services contract.....9
  - 6.6 Resolution in support of regional public library system support.....10-11
  - 6.7 Locks of Love Resolution.....12-13
  - 6.8 Sheriff's office donation.....14-15
  - 6.9 Labor ready service agreement-temporary staffing services for the Environmental Center.....16
  - 6.10 Community Social Services' warrants..... NO ATT
  - 6.11 Commissioners' warrants ..... SEE ATT

9:05 a.m.

**ADJOURN AS COUNTY BOARD AND CONVENE AS  
CARVER COUNTY REGIONAL RAIL AUTHORITY**

7. **CONSENT AGENDA**
  - 7.1 Carver County Regional Railroad Authority Map No. 1 .....17-18

**ADJOURN AS REGIONAL RAIL AUTHORITY AND RECONVENE  
AS CARVER COUNTY BOARD**

9:10 a.m.

8. **ADMINISTRATION**
  - 8.1 Completion of Highway Bonding program .....19-22
  - 8.2 Adoption of final 2007 budget and tax levy .....23-28

10:15 a.m.

**ADJOURN REGULAR SESSION**

10:15 a.m.

***NEW BUSINESS***

***BOARD REPORTS***

10:15 a.m.

1. Chair
2. Board Members
3. Administrator

10:45 a.m.

4. Adjourn

David Hemze  
County Administrator

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on November 28, 2006. Chair James Ische convened the session at 9:02 a.m.

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

Members absent: None.

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

Delaney moved, Degler seconded, to approve the minutes of the November 14, 2006, Regular Session. Motion carried unanimously.

Under public participation, Ken Wencil, pointed out that Zurich Hair Salon in Chaska was participating in an event this later this week whereby the salon would be giving complimentary cuts to those donating their hair to Locks of Love. He stated they started doing this last year and encouraged the program to go county wide. He invited Board members to Thursday's event and asked the Board to adopt a Resolution supporting Locks of Love.

Sheriff Olson updated the Board on recent events that occurred in the County over the last week. He stated the reward fund had been increased related to the Chanhassen home invasion and explained the recent fatalities on Highway 5. He also reviewed the robbery report that occurred in Norwood Young America and the construction trailer that had been reported stolen in Watertown but since recovered. Sheriff pointed out the need for citizens to be alert, to be aware of their surroundings and to call the Sheriff's office when suspicious activity occurs.

Community announcements were made by the Board.

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

County Attorney's budget amendment transferring \$7,500 from contingency to attorney contingency account.

Resolution #107-06, Permitting the Chairman of the Carver County Board to Execute Certain Documents Relating to the Sale of Real Property.

Approved the following abatements:

25-481-0030	Larry Nelson
30-005-3220	Brian Collins
30-243-0010	Betty Schindler
58-651-0040	Mylo Leistiko
65-100-0250	David Heitkamp

20-450-0050	Christian Anderson (2004 and 2005)
65-477-0090	Kenneth Lever (2004, 2005 and 2006)
30-430-0190	John Warren
30-951-0248	Cory Cross

Resolution #108-06, Professional Service Agreement Between Yetzer's Floor to Ceiling Store and Carver County for the Installation of Flooring at Lake Minnewashta Regional Park.

Resolution #109-06, Professional Service Agreement Between Applied Environmental Sciences, Inc., and Carver County for Asbestos and Hazardous Materials Survey at the Old Carver Scott Coop Farm Site.

Three year contract with Deep Rock Water Company in the amount of \$3,600 for preventative maintenance.

Approved Safe and Sober grant and delegated authority for Sheriff Olson to sign the agreement.

Authorized Chair to sign maintenance contract with Metro Sales.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

David Hemze, County Administrator, requested the Board adopt 2007 legislative priorities. He referenced the questions raised at the previous Board meeting and the responses received related to the tax implications.

Hemze reviewed each of the eleven issues. The Board discussed also seeking legislation related to publication requirements and allowing public notices to be posted on the website vs. publishing in the newspaper.

The Board reviewed the wheelage tax issue and the opportunity to dedicate these funds to bonding for County roads.

Workman moved, Degler seconded, to adopt Carver County's 2007 legislative priorities as presented and to include publication requirements listed as a legislative priority. Motion carried unanimously.

Hemze stated the next step would be to meet with the local and national legislative delegation to review the issues.



Melissa Brechon, Library, explained the Library's 2007 budget appeal related to staffing. She pointed out the increased school enrollment projected in the 6 through 12 grades and the need for additional hours for the teen services/outreach librarian to serve this population. Brechon explained the proposed additional hours to the librarian positions in the western cluster and the hope to equalize the hours in each library.

Hemze pointed out the upcoming truth-in-taxation meeting, followed by the actual 2007 budget adoption. He clarified this was the only budget appeal, that not all requested staff positions were recommended and if the Board was interested in granting the appeal he would recommend funding through the year end savings account.

Lynch moved, Degler seconded to approve the Library 2007 budget appeal with funding to come from the year end savings account. Motion carried unanimously.

The Board discussed the current allocations to Southern Valley Alliance for Battered Women and Sexual Violence Center and expressed consensus to increase the grants to each agency to \$15,000 in 2007 with funding derived from the year end savings account.

David Drealan, Land and Water Services, stated he was present to inform the Board of the successful outcomes in the Kuhl and Hanson Court cases. He explained his Division issues a variety of permits and while most disputes are resolved, some ultimately move to various levels of the Court system. He noted, in both instances, a significant amount of County resources and personnel were involved.

Drealan explained, after several public hearings, the County Board voted to deny the Hanson permit to expand an existing mine. The applicant then took the matter to the Court of Appeals who subsequently ruled in favor of the County.

He stated the Kuhl Court case stemmed from the actions surrounding the construction of a manure basin in the early 1990's. Drealan indicated that case moved through the Federal and State Court systems, a trial was held in District Court and the decision was then appealed to the Court of Appeals. He stated the Court upheld the District Court ruling and the time to appeal has expired. He noted a significant amount of staff time, MCIT and County Attorney time was spent on the Kuhl case and the County prevailed. Drealan pointed out County staff did an excellent job in both of these cases.

Robert Hendricks, Assistant County Attorney, stated the success in the Hanson case was an example of good records prepared on a local level to substantiate the decision of the County Board. He also clarified the dismissal with prejudice on the Kuhl case denotes that the issue cannot be brought back.

The Board stated they were pleased with the outcome and complimented the offices of the County Attorney, Land and Water and MCIT for their work.

Doris Krogman, Employee Relations, requested Board adopt the commercial drivers license policy. She stated the policy outlines how Carver County will respond to those who are required to have a



commercial drivers license for their work when their license is suspended or revoked. Krogman stated the policy addresses training and alternative work assignments. She clarified a random drug testing policy was already in place and they made sure the two policies fit together.

Workman moved, Lynch seconded, to approve and implement the Commercial Drivers License Policy in Carver County. Motion carried unanimously.

James Stark and Renee Wagener, representing Metropolitan Mosquito Control, explained the District's 2006 program and services provided in Carver County.

Wagener stated they have five full time and 28 seasonal employees that serve Carver and Scott Counties. She indicated they focus on larva control and treat large wetlands with helicopters and treat small wetlands by hand. Wagner reviewed their tick surveillance program and public outreach efforts.

Stark noted 2006 was an unusual year for mosquito control. He stated, with below rainfall and above normal temperatures, there was an increase in the west nils virus. Stark stated they are becoming proactive in responding to the west nils virus and have concentrated their efforts in reducing the risk of the virus in 2006.

Stark explained in 2006 the Mosquito Control developed a CIP plan to provide funding and planning as the metro area grows. He reviewed the District's proposed budget and levy increase of 7.5%. Stark stated their 2007 work plan continues to expand their treatment strategies and they will use the information on the west nils virus to help refine what they do to help reduce the risk.

He stated it was important to monitor citizen's expectations and they will try to anticipate the demand for services and how they can fund. Stark thanked the County Board for their support and stated they were looking forward to future expansion of the District's services in Carver County.

Lynch moved, Degler seconded, to adjourn as the Carver County Board at 11:00 a.m. and convene as the Carver County Ditch Authority. Motion carried unanimously.

Mark Lundgren, County Auditor, requested the Ditch Authority approve repairs on County Ditches #10 and 5. He reviewed the work to be performed and the estimated cost.

Degler moved, Lynch seconded, to proceed with repair on County Ditch #10 with an estimated cost of \$1,000 and repair on County Ditch #5 with an estimated not to exceed cost of \$6,000. Motion carried unanimously.

Degler moved, Lynch seconded, to adjourn the Carver County Ditch Authority. Motion carried unanimously.

David Hemze  
County Administrator



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Information Services – Phone Billing Audit**

Originating Division: Administrative Services

Meeting Date: 12/19/2006

Amount of Time Requested:

Attachments for packet:  Yes  NoItem Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Information Services requests approval of an agreement with Fig Leaf Telecom for Phone Billing Audit.

Background – Recurring land line phone and high speed data connectivity is increased by 12% in 2005 and 18.5% in 2006. Some of this increase is related to our most recent upgrade from T1 to MPLS voice and data high speed transmission. What is most difficult to determine is accurate base line service billing expectation. Common in the telecommunications industry is third party assistance with phone billing audit services. After research with multiple vendors; Fig Leaf Telecom, LLC provides the best solution for Carver County.

Summary of Program – Fig Leaf Telecom will work with Carver County and perform a telecommunications billing audit. The County agrees to pay 50% of any realized savings to Fig Leaf Telecom for six months; most organizations realize an average 25% savings in recurring cost (25% saving of recurring annual cost would be \$60,000). If no savings are realized by Carver County the maximum billable service cost is \$1,500.

Cost - \$1,500, 2006 dollars are part of and available in existing budget.

**ACTION REQUESTED:** Motion for County Board Chair to sign Fig Leaf Telecom LLC professional services contract.**FUNDING**

County Dollars = \$1,500

Other Sources &amp; Amounts =

= \$

**TOTAL** = \$1,500**FISCAL IMPACT** None Included in current budget Budget amendment requested Other:*Related Financial Comments:* Part of 2006 budget. Reviewed by Division Director

Date: 10/19/2006





# REQUEST FOR BOARD ACTION

## AGENDA ITEM: Approval of MOU with MCES relating to Preparation of TMDL Studies

Originating Division: Land Water Services

Meeting Date: 12 Dec 2006

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:** Carver County and the Metropolitan Council desire to improve on the efficiency of assessing water resources and to reduce the cost to the public of preparing TMDL reports and of meeting schedules and requirements for their adoption. The purpose of this MOU is to establish a process by which the County and the Council will work cooperatively to develop the required total maximum daily load turbidity studies for Carver Creek and Bevens Creek.

**ACTION REQUESTED:** Motion approving MOU.

### FUNDING

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

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

Related Financial Comments:

Reviewed by Division Director 

Date: 4 Dec 2006





# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Consultant/Trainer- Arthur T. Himmelman**

Originating Division: Public Health

Meeting Date: 12/12/06

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:** Contract with Arthur T. Himmelman to provide training and consultation services to the Public Health Division, The Community Foundation for Carver County, and the Carver County Health Partnership in the area of building and sustaining collaborative community partnerships as outlined in the Local Public Health Grant mandates approved by the board on 3/14/06. Contract dates run from January 1, 2007 through December 31, 2007 at a cost not to exceed \$7,500.

**ACTION REQUESTED:** Motion to approve Consultant/Trainer contract with Arthur T. Himmelman.

**FUNDING**

County Dollars = \$not to exceed \$7,500

Other Sources & Amounts =

= \$

**TOTAL**

= \$not to exceed \$7,500

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

**Related Financial Comments:**

Expense is budgeted in 01-460-460-2399-6260

Reviewed by Division Director

Date: 12/4/06



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : PHN 0.8 fte increase to 1.0 fte

Originating Division: Public Health

Meeting Date: 12/12/2006

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:** On 11/21/2006 a PHN .8 fte position was vacated. This position is primarily responsible for the activities of mass dispensing clinic design, Medical Reserve Corp coordination, orientation, and training, communications with special populations during times of public health emergencies, planning for the movement of the Metro Pharmaceutical Cache during times of public health emergencies, and health education regarding personal preparedness.

Most recently this position was delegated the responsibility of the development of the new Federal and State Isolation and Quarantine requirements including formalizing the Carver County Plan and associated Trainings that will include requirements of Carver County Divisions and Department functions. The expansive nature of the job activities and associated time requirements with day and many evening activities is insufficient at the current .8 fte to adequately meet the Public Health Division goals and the needs of the targeted populations.

**ACTION REQUESTED:** Motion to approve an increase for a PHN 0.8 fte to 1.0 fte.

### FUNDING

County Dollars = \$

Other Sources & Amounts = \$

**TOTAL** = \$

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

**Related Financial Comments:** Assuming the vacant position is filled as of January 1, 2007, the budget impact would be grade 13 step G .80 FTE at an annual rate of \$47,309 changing to a grade 13 step F 1.0 FTE at an annual rate of \$51,627 for a net increase of \$4,318 salary and benefits associated with the .20 FTE increase.

Reviewed by Division Director

Date: 11/28/2006





# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Child and Teen Checkups Administrative Services Contract**

Originating Division: Public Health

Meeting Date: December 12, 2006

Amount of Time Requested:

Attachments for packet:  Yes  NoItem Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** In 2005, Public Health renewed a two year contract with the Minnesota Department of Human Services (DHS) to provide Administrative services for Child and Teen Checkups Program in 2006 & 2007. On an annual basis, DHS requires each Community Health Board to submit its Administrative Services budget and workplan for approval. Public Health has submitted its 2007 program budget and workplan and has received notice of approval from DHS for the contract amount of \$77,825 to provide Child & Teen Checkups Administrative Services for the period of 1/1/07 to 12/31/07.

**ACTION REQUESTED:** Motion to approve contract with the Minnesota Department of Human Services to provide Administrative Services for the Child and Teen Checkups Program.

**FUNDING**

County Dollars = \$  
 Other Sources & Amounts =  
 MN Dept. of Human Services = \$77,825  
**TOTAL = \$77,825**

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

**Related Financial Comments:** Revenues and expenses for this contract totalling \$77,075 were included in the Public Health Recommended Budget for 2007. An additional \$750 which was awarded is to be added to the 2007 budget as follows:

Add to Revenue:	01-460-461-2350-5508	Nursing Services	\$750
Add to Expense	01-460-461-2350-6241	Advertising	\$200
	01-460-000-0000-6111	Salaries	550

 Reviewed by Division Director

Date: 11/30/06



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Resolution in support of regional public library system support**

Originating Division: Administrative Services

Meeting Date: 12/12/06

Amount of Time Requested: N/A

Attachments for packet:  Yes  NoItem Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** At the last Board of Trustees meeting at Metropolitan Library Service Agency (MELSA), members of the Board adopted a resolution in support of additional state funding for Regional Public Library System Support (RLBSS). The Board agreed to ask each County/and or City Board to support and adopt this resolution.

The state appropriation for regional public library systems has had basically no change since 1993.

While it is unclear how much Carver County may directly benefit from the additional state request, using MELSA's current formula, the Library could roughly see an additional \$47,000 for its budget.

**ACTION REQUESTED:** Motion to adopt resolution in support of an increase in the Regional Public Library System Basic Support appropriation during the 2007 legislative session.

**FUNDING**

County Dollars = \$

Other Sources &amp; Amounts =

= \$

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

Date: 12/12/06



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

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

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

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**RESOLUTION IN SUPPORT OF REGIONAL PUBLIC LIBRARY SYSTEM SUPPORT**

**WHEREAS**, the regional public library systems in Minnesota have contributed to both improvements in library operation and efficiencies in providing services to the entire population of the State of Minnesota and,

**WHEREAS**, the State's contribution to Regional Library Basic System Support has not increased for more than a decade, and,

**BE IT THEREFORE RESOLVED**, that the Carver County Board of Commissioners hereby requests its legislative representatives and the Governor to place a high priority on a substantial increase in the Regional Public Library System Basic Support appropriation during the 2007 legislative session.

**BE IT FURTHER RESOLVED**, that the Carver County Board of Commissioners hereby requests that the Association of Minnesota Counties join the Minnesota Library Association (MLA) in lobbying the Legislature for this increase during the 2007 Legislative session

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the \_\_\_\_ day of December, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of December, 2006.

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



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Resolution in support of Locks of Love County Wide Event

Originating Division: Administration

Meeting Date: 12/12/06

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:

At the November 28<sup>th</sup> Board meeting, under public participation, Ken Wencil, called to the Board's attention that Salon Zurich was offering complimentary cuts and styles on November 30<sup>th</sup> to anyone wishing to donate their hair to Locks of Love. Locks of Love is a non profit organization that provides prosthetics for children who have developed long term medical hair loss.

Mr. Wencil asked the Board to adopt a Resolution supporting a County-wide Locks of Love event.

### ACTION REQUESTED:

Adopt Resolution supporting County wide Locks of Love event.

### 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: 12/7/06



# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

MOTION BY COMMISSIONER \_\_\_\_\_

SECONDED BY COMMISSIONER \_\_\_\_\_

## RESOLUTION IN SUPPORT OF LOCKS OF LOVE COUNTY WIDE EVENT

Whereas, Locks of Love is a non-profit organization that provides prosthetics for children who have developed long term medical hair loss;

Whereas, Salon Zurich, recently participated in the program by offering a complimentary cut and style to anyone wishing to donate their hair to Locks of Love;

Whereas, Salon Zurich, is an independently owned business that works with other small business owners to create a community service;

Whereas, Carver County, recognizes the efforts of Salon Zurich and other business owners for their contributions of time and talent to nonprofit programs and projects that contribute to the well being of all residents;

Now, therefore, the Carver County Board of Commissioners expresses their appreciation to Salon Zurich for hosting the Locks of Love program and supports a County wide event.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

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Dated this \_\_\_\_\_ day of December, 2006.

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

\_\_\_\_\_  
Date



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Donation

Originating Division: Sheriff

Meeting Date: December 12, 2006

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 of a Bullet Proof Vest.

### ACTION REQUESTED:

Board moves to accept the Bullet Proof Vest.

#### 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: 11/22/06





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

606 E. 4<sup>th</sup> 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) Bullet Proof Vest
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

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

\_\_\_\_\_  
Signature: *Daniel G. Klein* Date: 11-1-06

Your Name and Address:

Daniel G. Klein  
102 Paul Ave North  
PO Box 2  
Cologne, MN 55322  
\_\_\_\_\_

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



# REQUEST FOR BOARD ACTION

**AGENDA ITEM:** Labor Ready Service Agreement - Temporay Staffing Services For The Environmental Center.

Originating Division: Land Water Services

Meeting Date: December 12, 2006

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:** Environmental Services occasionally needs to provide additional staffing at the Environmental Center and special waste collections. This labor can be provided by the Environmental Center operations contract with Veolia Environmental. However, by entering into an agreement directly with Labor Ready, a temporay labor service, the County will significantly decrease costs. Labor Ready staff will be billed at \$15.71 per hour as compared to \$29.50 per hour through Veolia. Veolia will continue to provide skilled labor for day to day operations of the Environmental Center..

**ACTION REQUESTED:** Motion to approve the Service Agreement with Labor Ready Midwest Inc.

**FUNDING**

County Dollars = \$7,500  
Other Sources & Amounts = \$  
**TOTAL** = \$7,500

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:* The funds are budgeted under profesional services in the Environmental Services budget..

Reviewed by Division Director *dar*

Date: *22 Nov 06*





# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Carver County Regional Railroad Authority Map No. 1

Originating Division: Public Works

Meeting Date: December 12, 2006

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:** A plat of the land formerly occupied by the Dakota Rail Line in Carver County has been prepared. The purpose of the plat is to provide a legal document that clearly identifies land that is owned by the Carver County Regional Railroad Authority. It also, simplifies the legal description of the property by having an official map of the land instead of a meets and bounds description for a 12 mile former railroad corridor.

**ACTION REQUESTED:** Motion to approve the Carver County Regional Railroad Authority Map No.1 and authorize County Board Chair and County Administrator to sign the same.

### FUNDING

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

### FISCAL IMPACT

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

Related Financial Comments:

Reviewed by Division Director

Date:

JMK

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

Date: December 12, 2006  
Motion by Commissioner: \_\_\_\_\_

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

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**ADOPTION OF  
CARVER COUNTY REGIONAL RAILROAD AUTHORITY  
MAP NO. 1**

BE IT RESOLVED, that the Carver County Board of Commissioners approves Carver County Regional Railroad Authority Map No. 1 and authorizes the County Board Chair and County Administrator to sign the map.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 12th day of December, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 12th day of December, 2006.

\_\_\_\_\_  
David Hemze

County Administrator





# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Completion of Highway Bonding Program

Originating Division: Administration

Meeting Date: 12/12/06

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:** Administration is recommending completion of the highway bonding program totalling \$13,625,000. Representatives from Ehlers and Associates will present the related fiscal decisions. In addition, Ehlers will discuss an option to refund 1998 bonds to reduce our total costs. These issues are described in detail in the attached memorandum. A map of the projects included in the highway bonding package is also attached.

**ACTION REQUESTED:** Motion to proceed with the process of issuing the remaining \$3,625,000 in G.O. Capital Improvement Bonds for Road Work.

### FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

**TOTAL**

= \$

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

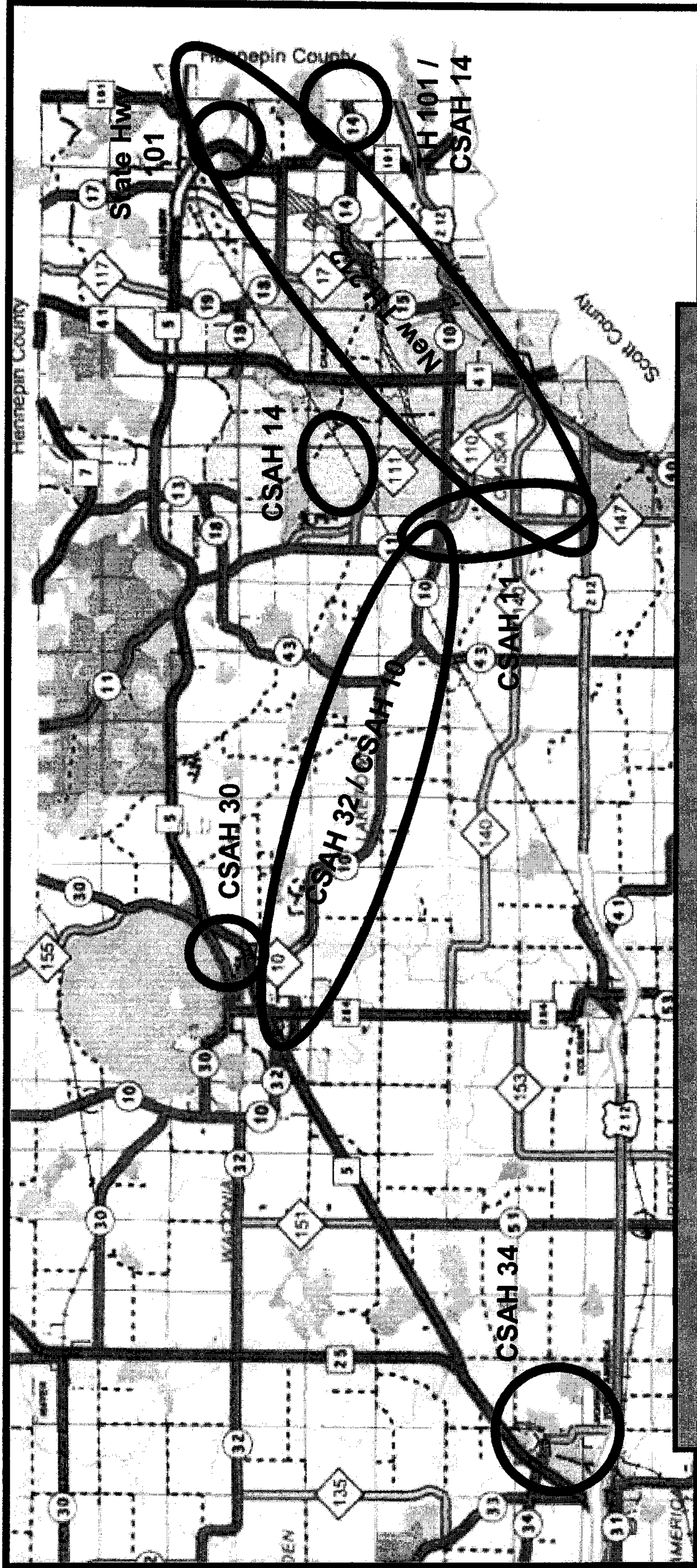
Other:

**Related Financial Comments:** The fiscal implications will be described in detail at a Board meeting in early 2007 where we will look for Board Action to hold the bond sale.

Reviewed by Division Director

Date: 11/28/06

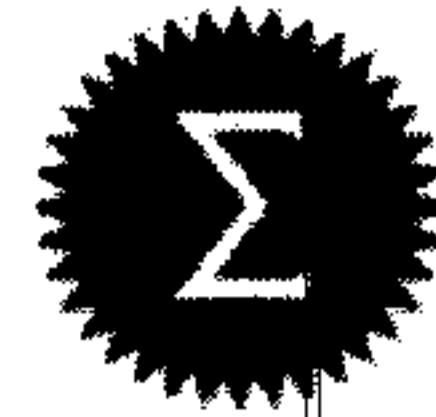




## 2005-2009 CIP Highways County Bonding Element

<p>New TH 212 (East County Line through CR 147)          CSAH 10 / CSAH 32 (CSAH 11 to Existing CSAH 32)          State Highway 101 (Gap Project)          TH 101 / CSAH 14 (Traffic Signal)          CSAH 14 (Shady Oak Drive to Town Course Drive)          CSAH 11 (TH 212 to CSAH 10)          CSAH 30 (CSAH 10 to TH 5)          CSAH 34 (TH 212 to 1st Street SE)</p>	<p>Contract Awarded - Project Under Construction          Contract Awarded - Project Under Construction          Mn/DOT Let in November, 2006 - Construction Start Pending          Contract Awarded - Project Completed          Under Agency Design and Construction Agreement          Met Council Grant for 2009-10 Fed Funding Const Participation          Contract Awarded - Project Under Construction          Contract Awarded - Project Under Construction</p>
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**EHLERS**  
& ASSOCIATES INC

**MEMORANDUM**

**TO:** Carver County Board of Commissioners  
**FROM:** Carolyn Drude/Mark Ruff  
**DATE:** November 28, 2006  
**RE:** General Obligation Capital Improvement Bonds; Highway Projects

**Background:** In the fall of 2004, the County Board authorized the issuance of \$13,625,000 General Obligation Capital Improvement Bonds pursuant to Minnesota Statutes, Section 373.40. This dollar amount was based upon road projects identified in the County's five-year Capital Improvement Plan. After holding a public hearing on the Capital Improvement Plan and on the issuance of \$13,625,000 Bonds, the Board adopted a resolution approving the Plan and authorizing the issuance of the Bonds.

In April of 2005, the Board accepted bids on \$10 million of the authorized \$13,625,000 (debt service schedule attached). The size of the issue was limited to \$10 million for two reasons:

- (1) A federal rule requires that the County must reasonably expect to expend 85% of the proceeds of a tax exempt bond issue within three years. Because some of the road projects would not start right away, there was a chance that finding could not be met; and
- (2) If the County does not issue more than \$10 million in a calendar year, the bonds can be designated as "bank qualified", meaning that banks can deduct more of the interest which results in lower interest rates.

**Update:** We have met with Dave Hemze, Roger Gustafson and Nathan Reinhardt to discuss the process of issuing the remaining \$3,625,000 G.O. Capital Improvement Bonds for road work under consideration. This could be done by Board resolution early in 2007 calling the sale and perhaps holding a competitive sale of bonds in the spring. Funds would be available for construction purposes about 30 days following the sale of bonds.

LEADERS IN PUBLIC FINANCE

3060 Centre Pointe Drive  
Roseville, MN 55113-1105

651.697.8500 fax 651.697.8555  
ehlers-inc.com

## **MEMORANDUM**

**Page 2**

Depending upon market conditions at that time, it may be possible to refund the County's 1998 G.O. Capital Improvement Refunding Bonds. By selling the refunding bonds at the same time as the bonds for the road projects, issuance costs can be reduced. Our current projections indicate a savings (reduction in debt service) of about \$90,000.

**CIP Bond Limit:** Minnesota Statutes, Section 373.40, limits the total debt service for all G.O. Capital Improvement Bonds issued by the County to .05367% of current Taxable Market Value of \$8,724,548,100 or \$4,682,464. The County currently has G.O. Capital Improvement Bonds outstanding with the highest annual debt service amount (105% X P & I) totalling \$1,779,397. There is more than adequate room within the limit to accommodate the \$3,625,000 G.O. Capital Improvement Bonds which have previously been authorized. If the Board wishes to proceed with the additional road work financing, we will provide options for the structuring of the issue for consideration at an early 2007 Board meeting.

We look forward to attending the December 12 Board meeting and answering any questions you might have.





# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Adoption of Final 2007 Budget and Tax Levy

Originating Division: Administration

Meeting Date: 12/12/06

Amount of Time Requested: 30 Minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The County Administrator will present the year 2007 budget for final adoption. Based on Board direction, the following changes to the Administrator's Recommendation are included in the attached budget and tax levy resolutions.

1. Additional .5 FTE for a librarian/teen services outreach coordinator (\$38,271 cost)
2. Additional .38 FTE to three librarian positions in western cluster (\$19,063 cost)
3. Increase funding for Sexual Violence Center to \$15,000 (\$6,000 added cost)
4. Increase funding for Southern Valley Alliance of Battered Women to \$15,000 (\$6,000 added cost).

The recommended funding source for each of the above changes is the year end savings account.

**ACTION REQUESTED:** Motion to adopt the attached final year 2007 Budget and Tax Levy resolutions.

### FUNDING

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

### FISCAL IMPACT

- None  
 Included in current budget  
 Budget amendment requested  
 Other:

Related Financial Comments: See attached information.

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: \_\_\_\_\_

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

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

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

=====

## CERTIFYING 2006 Payable 2007 Property Tax Levy

WHEREAS, the County of Carver, State of Minnesota, requires an Ad Valorem Property Tax to provide needed and necessary services to the citizens of Carver County; and

WHEREAS, the Carver County Board of Commissioners has reviewed budget requests from various departments and agencies of the County and has made a determination of the Ad Valorem Property Tax required to support County operations for the Calendar Year 2007.

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners that thereby, and hereby is, levied upon the taxable property of the County of Carver the following sums for the respective purposes indicated herein for the calendar year commencing January 1, 2007, to wit:

REVENUE FUND		\$23,685,788
ROAD & BRIDGE FUND		5,045,467
COMMUNITY SOCIAL SERVICES FUND		8,744,083
DEBT SERVICES FUND		<u>2,590,085</u>
TOTAL LEVY COUNTY		40,065,423
RAIL AUTHORITY		50,000
WATERSHED		
Bevens Creek	48,389	
Carver Creek	130,477	
Crow River	78,535	
East Chaska Creek	82,201	
West Chaska Creek	23,096	
Pioneer Sarah Creek	<u>3,629</u>	
TOTAL WATERSHED		<u>366,327</u>
TOTAL COMBINED LEVY		\$40,481,750



YES

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ABSENT

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NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 12th day of December, 2006, now on file in the Administration Office, and have found the same to be a true and correct copy thereof.

Dated this 12th day of December, 2006.

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

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

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

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## County Board Adoption of Operating and Allocation Budgets for 2007 Program Year For Carver County

WHEREAS, the annual operating and allocation budgets for Carver County, which have been prepared by department heads and reviewed by the County Board of Commissioners, provided the basis for determining the allocation of available County resources and the property tax levy of Carver County necessary to fund the various functions of Carver County for the coming year; and

WHEREAS, the Carver County Board of Commissioners has established the property tax levy for Carver County which serves as a major funding source for County operations; and

WHEREAS, the budgets as reviewed and amended by the County Board of Commissioners are within all limits of the afore-referenced levy as prescribed by law; and

WHEREAS, it is the stated purpose of the Carver County budget to serve as a management tool for department heads and the County Board of Commissioners and sets the authorized expenditure limits for the 2007 budget year; and

WHEREAS, the revenue and expenditure totals by fund and allocation budgets are set forth below, to wit:

### 2007 CARVER COUNTY OPERATING BUDGETS

	<u>REVENUE</u>	<u>EXPENDITURE</u>
General Revenue Fund	\$ 41,979,351	\$ 43,299,351
Road and Bridge Fund	12,446,467	12,446,467
Community Social Services Fund	19,381,372	19,666,372
Library Fund	3,183,943	3,241,277
Debt Service Fund	2,590,085	2,590,085
County Ditch Fund	14,500	14,500
Self-Insurance Revolving Fund	<u>894,710</u>	<u>894,710</u>
 TOTAL OPERATING	 \$ 80,490,428	 \$ 82,152,762
 Undesignated Fund Balance (Savings Acct)	 969,334	
Self Insurance Net Assets	500,000	
Community Social Services Fund Balance (Savings Acct)	155,000	
Recorder's Reserve	<u>38,000</u>	
 TOTAL	 \$82,152,762	 \$82,152,762



NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners that the 2007 operating and allocating budgets are hereby adopted and placed on file in the Carver County Auditor's Office.

BE IT FURTHER RESOLVED, funds are hereby appropriated for the execution of the aforementioned 2007 budgets.

BE IT FURTHER RESOLVED, budget cannot be exceeded by category for any department.

BE IT FURTHER RESOLVED, any adjustments to the approved budget, requested by originating departments, can be approved by the Finance Director after review for adequate transfer of existing budget or addition of new revenue sources.

BE IT FURTHER RESOLVED, capital expenditures that have been itemized in the 2007 budget when purchased must conform with State Statute 471.345 as amended. Any capital expenditure (object code 6600's greater than \$50,000) not itemized in the budget must have prior County Board approval for purchase. Items classified as building improvements (code 6640) which are needed on an emergency basis may be purchased without prior Board approval but subsequent Board ratification will be required.

BE IT FURTHER RESOLVED, all position changes which are itemized and approved in the 2007 budget will not be required to be brought before the County Board for prior approval to fill. All salary and benefit issues will be funded and accounted for on a full accrual basis in accordance with GAAP.

BE IT FURTHER RESOLVED, That the County Administrator is delegated the authority to fill newly created classifications or remove incumbents from existing classifications which are eliminated within this budget on a timeframe within year 2007 as deemed appropriate by the Administrator.

BE IT FURTHER RESOLVED, the County Sheriff and County Attorney are authorized to expend funds from their respective contingency accounts for the purpose of travel to secure suspects, prisoners or other individuals at odds with the justice system upon presentation of a properly executed claim form to the Office of the Finance Director.

BE IT FURTHER RESOLVED, the 2007 budget is adopted on a GAAP basis by fund at the sub-function level for the Revenue Fund and the Special Revenue Funds; for the Capital Projects Funds the 2007 budget is adopted by the life of the project and remaining balances shall be carried over from the prior year and for the Debt Service Fund according to bond commitments. Budget appropriations for operating funds can be extended to a subsequent year upon approval of the County Board. The budget will be monitored by category within sub-function or department.

The County Administrator, acting through the Finance Director, shall establish, maintain and administer a common budgetary system, a uniform chart of accounts, definitions of significant accounting policies, a centralized system for disbursements and emergency payments, and prepare combined year end financial statements on a GAAP basis.

Working capital equal to 40% of the subsequent year's expenditure budget shall be maintained in the General Fund. The County Administrator, acting through the Finance Director, is authorized to resolve all accounting questions relating to any of the above items on a GAAP basis.

BE IT FINALLY RESOLVED THAT copies of this resolution and individual department budgets be forwarded to division directors of Carver County.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 12th day of December, 2006, now on file in the Administration Office, and have found the same to be a true and correct copy thereof.

Dated this 12th day of December, 2006.

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County Administrator