

Carver County Board of Commissioners
 Regular Session
 December 19, 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) *Recognition of Silas Tesch, Minnesota Township Leader of the Year*
 - d) *Introduction of New Employees*
2. Agenda review and adoption
3. Approve minutes of December 7, 2006, Truth-in-Taxation Meeting and December 12, 2006 Regular Session1-4
4. Public participation (Comments limited to five minutes)
5. Community announcements

9:05 a.m.

6. **CONSENT AGENDA**
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	12.		AUDITOR	
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11:15 a.m.			ADJOURN CARVER COUNTY DITCH BOARD	
11:15 a.m.			NEW BUSINESS	
			BOARD REPORTS	
11:15 a.m.		1.	Chair	
		2.	Board Members	
		3.	Administrator	
11:45 a.m.		4.	Adjourn	

David Hemze
County Administrator

A truth-in-taxation meeting was held at the Government Center in Chaska, on December 7, 2006. Chair James Ische convened the meeting at 7:00 p.m.

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

Commissioners absent: None.

Chair Ische explained the purpose of tonight's meeting was to receive input on the proposed 2007 budget and levy that the Board will be asked to adopt on December 12th. He stated if those attending had concerns related to market values, the Assessor's office was available to discuss those issues.

Degler moved, Workman seconded, to open the public hearing. Motion carried unanimously.

David Hemze, County Administrator, clarified tonight's presentation would focus on the 2007 budget and levy.

Hemze reviewed historical trends, property tax history and pointed out the correlation to population growth. He noted the reduction in general state aid and explained the calculation of the effective tax rate. Hemze highlighted property taxes per capita, comparisons to other counties and the year end savings account balance.

Hemze explained his recommendations in the areas of personnel and capital and the property tax impact. He pointed out the trend of using the year end savings account for one time projects. Hemze stated he was recommending a 6.9% levy increase and reviewed the tax impact to an average valued home in the County.

Testimony was received from James Kuhl, San Francisco Township. Mr. Kuhl believed citizens should only be taxed to provide essential County services. He questioned the use of the year end savings account for capital projects, stating he believed the residents should determine how it is spent. He further stated the County should be required to put out for bids all services to be provided and questioned why the County should be involved in providing certain services.

The Board discussed the year end savings fund balance and the status of the capital projects. Steve Taylor, Administrative Services, stated the space planning steering committee has been meeting and they are looking at short and long term space needs. He indicated the Board would have options related to the Justice Center lower level remodeling by the second quarter of 2007.

Lynch moved, Degler seconded, to adjourn the public hearing at 7:40 p.m. Motion carried unanimously.

David Hemze
County Administrator

REGULAR SESSION

December 12, 2006

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on December 12, 2006. Chair James Ische convened the session at 9:00 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, Workman seconded, to approve the minutes of the November 28, 2006, Regular Session. Motion carried unanimously.

Under public participation, James Kuhl, San Francisco Township, commented on the definition of a mistrial and questioned the use of certain Road and Bridge funds in the past that he believed had been used to balance the budget. He believed the County's five year capital improvement plan did not meet State Statutes and there was no evidence it is being updated as required. He stated he also believed the County could save money if it were a facility for services instead of a provider of services.

Melissa Brechon, Library Director, pointed out the Waconia Library recently had its 100,000 visitor and thanked the Board for their support of the library system.

Community announcements were made by the Board.

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

Authorized Chair to sign Fig Leaf Telecom LLC professional services contract.

Approved memorandum of understanding with the Metropolitan Council related to preparation of total maximum daily load studies.

Consultant trainer contract with Arthur T. Himmelman in an amount not to exceed \$7,500.

Approved an increase for a PHN 0.8 FTE to 1.0 FTE.

Contract with the Minnesota Department of Human Services to provide administrative services for the Child and Teen Checkup Program.

Resolution #110-06, Support of a Regional Public Library System.

Resolution #111-06, Support of Locks of Love County Wide Event.

Service agreement with Labor Ready Midwest, Inc.

Resolution #112-06, Adoption of Carver County Regional Railroad Authority Map No. 1.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

David Hemze, County Administrator, explained he was recommending that the County complete its highway bonding program. He stated Ehlers and Associates would be presenting the related fiscal information at today's meeting.

Roger Gustafson, Public Works, reviewed the status of the projects in the CIP bonding program. He stated they were looking for approval to issue the remaining bonds to move closer to total completion.

Carolyn Drude, Ehlers and Associates, explained in 2004, after a public hearing, the Board authorized the issuance of \$13,625,000 general obligation bonds, according to Minnesota Statutes 373.40, for roads identified in the CIP plan. She stated thereafter the bonds to be issued were limited to \$10 million because of the federal regulation that requires that 85% of the bond issue be spent within three years and the bonds could be designated as bank qualified if the County did not issue more than \$10 million in a calendar year.

She stated she met with the County Administrator, Finance and County Engineer to review the process of issuing the remaining \$3,625,000 bonds for road work. Drude also noted, depending upon market conditions, it may be possible to refund the County's 1998's GO capital improvement refunding bonds. She pointed the County's debt limit and potential savings in refunding the bonds.

She noted the County already authorized the dollar amount and they wanted to ensure the Board approved moving ahead with the rest of the projects. Drude indicated, if the Board wanted to proceed, Ehlers would provide options for the structure of the issue.

Degler moved, Delaney seconded, to proceed with the process of issuing the remaining \$3,625,000 in G.O. Capital Improvement Bonds for road work. Motion carried unanimously.

Hemze requested the Board adopt the final 2007 budget and tax levy. He noted he included in his recommendations the Board's direction on Library staffing and increased funding to Southern Valley Alliance for Battered Women and Sexual Violence Center.

Delaney offered the following Resolution, seconded by Ische:

Resolution #113-06
Certifying 2006
Payable 2007 Property Tax Levy

On vote taken, Degler, Delaney, Ische, Lynch voted aye. Workman voted nay.

Hemze clarified the tax impact on an average valued home in the County. He stated he included \$750,000 on the revenue side to account for the potential federal funding shortfall. Hemze reviewed the 2005 year end savings account balance and the intent to use some of those funds for one time expenditures. He stated he would come back with the final 2006 year end savings balance later in the spring and suggested this was primarily due to better investment results on the revenue side.

Delaney offered the following Resolution, seconded by Degler:

Resolution #114-06
County Board Adoption of Operating and
Allocation Budgets for 2007 Program Year
for Carver County

On vote taken, Degler, Delaney, Ische, Lynch voted aye. Workman voted nay.

Degler moved, Lynch seconded, to adjourn the Regular Session at 9:50 a.m. Motion carried unanimously.

David Hemze
County Administrator

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



REQUEST FOR BOARD ACTION

AGENDA ITEM : 2007 Joint Power Agreement Prosecution Contract

Originating Division: Attorney

Meeting Date: 12/19/06

Amount of Time Requested: 0 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: January 1, 2007, through December 31, 2007, Prosecution Contracts for the Minnesota cities of: Carver; Chaska; Cologne; Hamburg; Mayer; New Germany; Norwood Young America; Victoria; Waconia; and Watertown.

ACTION REQUESTED: Motion to approve Prosecution Contracts for 2007.

FUNDING

County Dollars =	\$
Other Sources & Amounts =	\$ 65,976.00
	= \$
TOTAL	= \$

FISCAL IMPACT

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

Related Financial Comments: The amount of surcharge to cities (reimbursement to county for services) for 2007 is the \$65,976.00 amount listed above. This amount is receipted into line item #01-090-000-0000-5631.

Reviewed by Division Director

Date:

12/12/06



REQUEST FOR BOARD ACTION

AGENDA ITEM : City of Waconia Parks and Recreation School, Business and Organization Grant

Originating Division: Land Water Services

Meeting Date: December 19, 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: The City of Waconia Parks and Recreation Department is asking for funds to help implement a recycling program in their community parks. Approximately 90% of the garbage being taken out of the parks is recyclable material. The goal of Waconia Parks and Recreation is to cut the amount of garbage being removed from the parks and at the same time increase the amount of material that is recycled. Their grant request is for \$696.00 to purchase twelve 32 gallon recycling bins. The proposal was reviewed by the Water, Environment and Natural Resources Committee sub-committee and was recommended for approval. Environmental Services recommends funding the entire amount of \$696.00, as requested in the proposal.

ACTION REQUESTED: Motion to approve funding for the 2006 School, Business and Organization grant proposal submitted by the City of Waconia Parks and Recreation Department.

FUNDING

County Dollars = \$696.00

Other Sources & Amounts = \$

TOTAL = \$696.00

Related Financial Comments:

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

Date: December 11, 2006



Office of Environmental Services
Land & Water Division
Carver County Government Center
Administration Building
600 East Fourth Street
Chaska, Minnesota 55318-2102
Phone: (952) 361-1800
Fax: (952) 361-1828

CARVER
COUNTY

Memorandum

To: Carver County Board of Commissioners
From: Brad Hanzel, Environmental Services *BH*
Date: December 11, 2006
Re: School, Business, and Organization Grant

The Environmental Services Department has distributed funds to municipalities since 1989 for solid waste and environmental related programs. These funds are appropriated from the State of Minnesota SCORE and LRDG grants and the solid waste service fee. These grant programs have provided funding for many beneficial projects such as clean up days, yard waste site operations and environmental education efforts.

In 2006, the Environmental Services Department budgeted funds for the School, Business, and Organization grant program. Two proposals were submitted to the Environmental Services Department. The proposals were reviewed by the Water, Environment and Natural Resources Committee (WENR) sub-committee and recommended for approval. Due to timing, one of the proposals will be resubmitted for the application process in 2007.

The following is a summary of the project recommended for funding:

City of Waconia Parks and Recreation Department

The City of Waconia Parks and Recreation Department is asking for funds to help implement a recycling program in their community parks. Approximately 90% of the garbage being taken out of the parks is recyclable material. The goal of Waconia Parks and Recreation is to cut the amount of garbage being removed from the parks and at the same time increase the amount of material that is recycled. Their grant request is for \$696.00 to purchase twelve 32 gallon recycling bins.

Environmental Services recommends funding the entire amount of \$696.00, as requested in the proposal.

After one year from implementing the grant project, the City of Waconia Parks and Recreation will be asked to submit a project evaluation to the Environmental Services Department.

The Environmental Services Department is requesting a motion to approve funding for the 2006 School, Business, Organization grant proposal submitted by the City of Waconia Parks and Recreation.

If you have any questions regarding the grant program, please feel free to call me at 952-361-1805.



REQUEST FOR BOARD ACTION

AGENDA ITEM : Renewal of Medical Reserve Corps Consultant Agreement – Marilou E. Thibault

Originating Division: Public Health

Meeting Date: 12/19/06

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:**

Public Health is requesting to renew an agreement with Marilou E. Thibault as a Medical Reserve Corps Consultant to implement the Medical Reserve Corps (MRC) of Carver County activities to include but not be limited to; recruiting, training, marketing, evaluating and developing sustainability plan. The MRC recruits and trains medical professionals and other volunteers to serve as volunteers in the event of a public health emergency. In addition these trained volunteers will be provided additional public health opportunities to develop and maintain their skills and interest. This contract will initiate on January 1, 2007 and terminate on December 31, 2007.

ACTION REQUESTED: Motion to approve the Renewal of Medical Reserve Corps Consultant Agreement with Marilou E. Thibault for the contract term of January 1, 2007 thru December 31, 2007.

FUNDING

County Dollars = \$
 Other Sources & Amounts =
 MDH - PH Prep. Grant = \$12,667
 MDH - Local PH Grant = \$ 6,333
TOTAL = \$19,000

FISCAL IMPACT

None
 Included in current budget (2007)
 Budget amendment requested
 Other:

Related Financial Comments: Contract expense has been budgeted in 01-460-462-2307-6271 for 2007.

 Reviewed by Division Director

Date: 12/5/06



REQUEST FOR BOARD ACTION

AGENDA ITEM: Amendment # 3 to the Public Health Preparedness and Response to Bioterrorism Grant Project Agreement for Pandemic Influenza Activities

Originating Division: Public Health

Meeting Date: 12/19/2006

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: The Minnesota Department of Health has awarded Carver County Public Health an amendment to the Public Health Preparedness and Response to Bioterrorism Grant Project Agreement in the amount of \$38,303 to be expended through August 31, 2007. The purpose of this amendment is for planning and implementation of pandemic influenza activities. This is the 3rd amendment to the Public Health Preparedness and Response to Bioterrorism Grant Project Agreement in 2006.

ACTION REQUESTED: Motion to approve Amendment #3 to the Public Health Preparedness and Response to Bioterrorism Grant Project Agreement for Pandemic Influenza Activities from the Minnesota Department of Health.

FUNDING

County Dollars =	\$
Other Sources & Amounts =	
MN Dept of Health =	\$38,303
TOTAL	= \$38,303

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Add to 2006 Revenue	01-460-462-2368-5420	PH Bioterrorism Grant	\$38,303
Add to 2006 Expenditures	01-460-462-2368-6271	Medical Expense-PHP Consultant	24,300
	01-460-462-2368-6260	Professional & Technical Fees	14,003

Reviewed by Division Director

Date: 12/11/06

BUDGET AMENDMENT REQUEST FORM

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

DEPARTMENT: Public Health

Date of County Board Session: 12/19/06

Revenue

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Grant	\$ 38,303	Professional Services	\$ 14,003
		Medical Expense - PHP Consultant	\$ 24,300
TOTAL:	\$ 38,303	TOTAL:	\$ 38,303

A. Reason for Request: See Board Action.

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

C. Contingency Acct. Beginning Bal.: \$ 300,000

D. Contingency Acct. Current Bal.: \$ 253,800

E. Current Balance After Adj.: \$ 253,800

F. Requested By:

G. Recommend Approval: Finance

H. County Board Decision: Approval/Disapproval

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REQUEST FOR BOARD ACTION

AGENDA ITEM : Local Public Health Act Funding-2007 Assurances and Agreements

Originating Division: Public Health

Meeting Date: 12/19/06

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: The attached 2007 Assurances and Agreements are from the Minnesota Department of Health for the Local Public Health Act. The Local Public Health Act outlines the Public Health responsibilities of state and local government in Minnesota. Each Year the Carver County Community Health Board is required to review and sign the Assurances and Agreements. Effective date for the Local Public Health Act Funding are from January 1, 2007 to December 31, 2007.

ACTION REQUESTED: Motion to approve the 2007 Assurance and Agreements as part of the Local Public Health Act.

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: 12/11/06



REQUEST FOR BOARD ACTION

AGENDA ITEM : MAAA Minnesotahelp Network Contract

Originating Division: Public Health

Meeting Date: 12/19/2006

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: Metropolitan Area Agency on Aging, Inc (MAAA) is requesting services from Public Health for MinnesotaHelp Network development. Public Health will review the Minnesotahelp.info website, the state's most comprehensive online database that provides resource information for seniors, caregivers and person with disabilities. Public Health will determine the current status of Carver County specific information, as well as work with organizations to update the information on the website; develop five network access points in Carver County with training, monitoring and printed materials available at each site; and, provide the website and access points to residents of Carver County. The contract term will be from November 1, 2006 to September 30, 2007, in the amount of \$3,938.65 paid to Carver County Public Health upon completion of services.

ACTION REQUESTED: Motion to approve the MAAA MinnesotaHelp Network contract with the Public Health Division.

FUNDING

County Dollars =	\$
Other Sources & Amounts =	
MAAA	= \$3,938.65
TOTAL	= \$3,938.65

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Additions to Public Health 2007 Budget:

Add to Revenue: 01-460-463-2399-5280

Local Funding \$3,938.65

Add to Expense 01-460-000-0000-6112

Salaries - Part time \$3,938.65

Reviewed by Division Director

Date: 12/06/06

BUDGET AMENDMENT REQUEST FORM

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

DEPARTMENT: Public Health

Date of County Board Session: 12/19/06

Revenue

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Local Funding	\$ 3,939	Salaries Part time	\$ 3,939
TOTAL:	\$ 3,939	TOTAL:	\$ 3,939

A. Reason for Request: See Board Action.
This amendment will be reflected in the 2007 Budget

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

C. Contingency Acct. Beginning Bal.: \$ 300,000

D. Contingency Acct. Current Bal.: \$ -

E. Current Balance After Adj.: \$ 300,000

F. Requested By:

G. Recommend Approval: Finance

H. County Board Decision: Approval/Disapproval

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REQUEST FOR BOARD ACTION

AGENDA ITEM: Oak Lake Subdivision – Preliminary Plat.

Originating Division: Land Water Services

Meeting Date: December 19, 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:

File #PZ20060043 The proposed plat is located on the north side of Oak Lake, in the N½ of Section 11 of Watertown Township. The platted area includes plans for 5 residential lakeshore lots and a new township road that would cross the Luce Line Trail. A deed was recently recorded by the applicant (Ed Foley), which allows him to meet the DNR's stipulation(s) for establishing a township road crossing, across the Luce Line Trail. The DNR has also notified Watertown Township that the public right-of-way easement is being finalized. The road design, stormwater management and building sites would meet the requirements of the CUP and County Code. The Planning Commission recommended approval in August pending the action on the public road crossing. Watertown Township supports the request.

ACTION REQUESTED:

A motion to adopt a resolution approving the preliminary plat of Oak Lake Subdivision.

FUNDING

County Dollars = \$-0-
Other Sources & Amounts = -0-
= \$
TOTAL = \$-0-

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Reviewed by Division Director *[Signature]*

Date: December 8, 2006

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PP-PZ20060043

RESOLUTION #: 06-25

WHEREAS, the following application for the Preliminary Plat of Oak Lake subdivision has been submitted and accepted:

FILE #: PZ20060043
APPLICANT: Ed Foley (Schoell & Madson)
OWNER: Ed (Stanley) & Susan Foley
SITE ADDRESS: 11015 Co Rd 20
PERMIT TYPE: High Amenity Lots
PURSUANT TO: County Code, Chapter 151 & 152, Section(s) 152.078
LEGAL DESCRIPTION: See attached Exhibit "A"
PARCEL #: 10-011-1210, 1300, 1400

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 15, 2006; and,

WHEREAS, the Carver County Planning Commission finds as follows:

- The Foley property is 120.59 acres located in the N½ of Section 11 of Watertown Twp. The subject parcel is improved with a house/farmstead and it is in the Agricultural Zoning District and the CCWRMA –Crow River. Conditional Use Permit (CUP) #PZ20060011 was issued in April 2006 in order to create five (5) lakeshore residential lots (including the existing home) pursuant to Section 152.078 of the Carver County Code. Mr. Foley is requesting the approval of the Preliminary Plat "Oak Lake Subdivision" includes the 5 residential lots (Lots 1-5, Block 1); 1 agricultural lot (Lot 1, Block 2- 20.56 acres); and Outlots A, B & C, which would be considered one ag parcel for zoning purposes with Lot 1, Block 2.
2. Copies of the plat have been sent to the Watertown School District #111 (Administrative Office), Xcel Energy (utility company serving the area), Frontier Communications, Carver County Soil & Water Conservation District (Chip Hentges), Carver County Consulting Engineer (Wenck Assoc. - Kent Torve), Watertown Town Board, Carver County Attorney's Office (Bob Hendricks), and the Carver County Assistant Engineer (Bill Weckman). School District #111 and Mr. Weckman have submitted comments relating to the road design. The Carver County Consulting Engineer (Kent Torve) and SWCD have also submitted comments relating to the proposed grading, erosion control and stormwater management, which appear to be satisfactory. The School District specified that the turnaround must be sufficient for school busses.
 3. Acceptable percolation tests and soil borings for the primary & alternate septic sites on the 4 undeveloped lots have been submitted. The existing septic system must be replaced due to Shoreland and subdivision regulations. Unless the new system is installed this summer, an appropriate escrow would need to be submitted for septic system replacement before any type of developer's contract is approved. The wetland delineation was completed prior to the CUP and wetland avoidance has been incorporated into the development. Appropriate easements for the wetlands and drainage/utilities have been included on the plat

4. The lot sizes range from 3.78 acres to 8.56 acres, which includes areas extending into Oak Lake (below the 960.1' OHW elevation). Each lakeshore lot has a minimum of a 1 acre defined building site that conforms to Code requirements, and any home constructed within this site will meet the setback requirements.

This plat will require the construction of a road; therefore a developer's agreement is needed. All proposed lots would conform to the Zoning Code with regard to road frontage. However, only minimal documentation has been submitted regarding the proposed 50' public crossing of the Luce Line Trail. The DNR (Paul Purman's memo) has indicated that Mr. Foley must record a Quitclaim Deed to eliminate one of the crossings on his property. It would be appropriate to delay consideration by the County Board until the deed is recorded and the public crossing is assured.

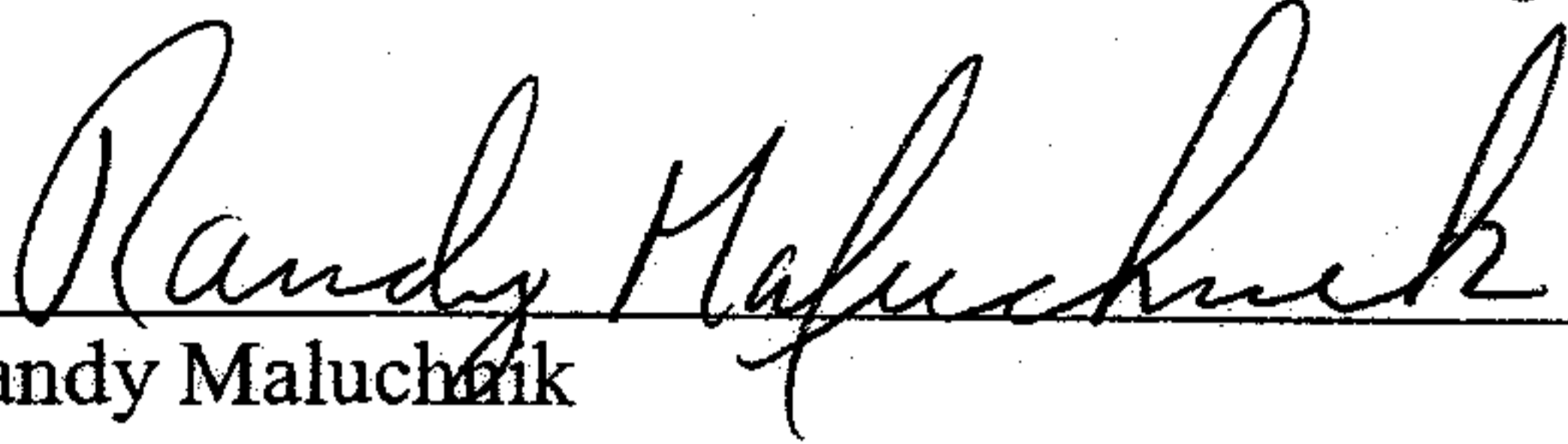
6. The Carver County Public Works Dept. has commented on the proposed township road plan. An access permit will be required for the change in use, which may include the requirement of a right turn lane, to be provided by the developer. No other driveways would be allowed directly onto Co Rd 20. The proposed road would be constructed to meet township standards. It would be a dead-end road, which is unavoidable due to the Luce Line Trail and Oak Lake. The Watertown Town Board would also need to approve the road plans before the developer's agreement is completed.
7. The plat is located within the Carver County Water Resource Management Area. Kent Torve, Wenck Associates, and Carver SWCD have reviewed erosion control, infiltration and stormwater management design. The comments would be addressed in the final road plans prior to the completion of the developer's agreement..
8. It appears that the plat would substantially meet the requirements of applicable County Zoning Code except where noted. The areas of deficiency would need to be addressed through conditions placed on the preliminary plat approval that must be complied with prior to acceptance of the final plat.
9. The Watertown Town Board has reviewed the request and has been in support of the development.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the approval of the Preliminary Plat of Oak Lake Subdivision, but it shall not be forwarded to the County Board of Commissioners until Quit Claim Deed is recorded as specified by the Minnesota DNR. The Planning Commission further recommends that the following conditions be attached to the Preliminary Plat approval:

1. The layout of the final plat must substantially conform to the preliminary plat. Any significant departure from the preliminary plat must be approved by the Planning Commission before final plat consideration.
2. The developer must enter into an improvement agreement with the County and the Township pursuant to Section 151 of the Subdivision Code prior to the initiation of construction of any of the improvements. The septic system for the existing house must be replaced or an appropriate escrow must be submitted prior to approval of the developer's agreement.
3. The County Engineer and SWCD must approve the road plan(s) and storm water drainage plan(s) before approval of the developer's agreement. An access permit must be obtained, including the developer's responsibility to construct a right turn lane, as determined by the County Engineer. All roads and improvements must be completed before final plat approval or the applicant must post a financial guarantee.
4. The developer shall meet with the Emergency Services Director to determine the street name and the site address for each lot. It shall be the obligation of the developer to furnish the street name signs. These shall conform to the county standards.
5. The covenants as required by Conditional Use Permit #PZ20060011 must be approved prior to final plat consideration. The covenants shall also incorporate the pertinent information about the authorized Luce Line Trail crossing and the provision for access to Outlot B. The Outlots (A,B & C) shall be considered one agricultural parcel for zoning purposes with Lot 1, Block 2 and shall not be sold separately, unless otherwise authorized by Carver County. The Assistant County Attorney shall approve the covenants and title work prior to the final plat consideration by the County Board.

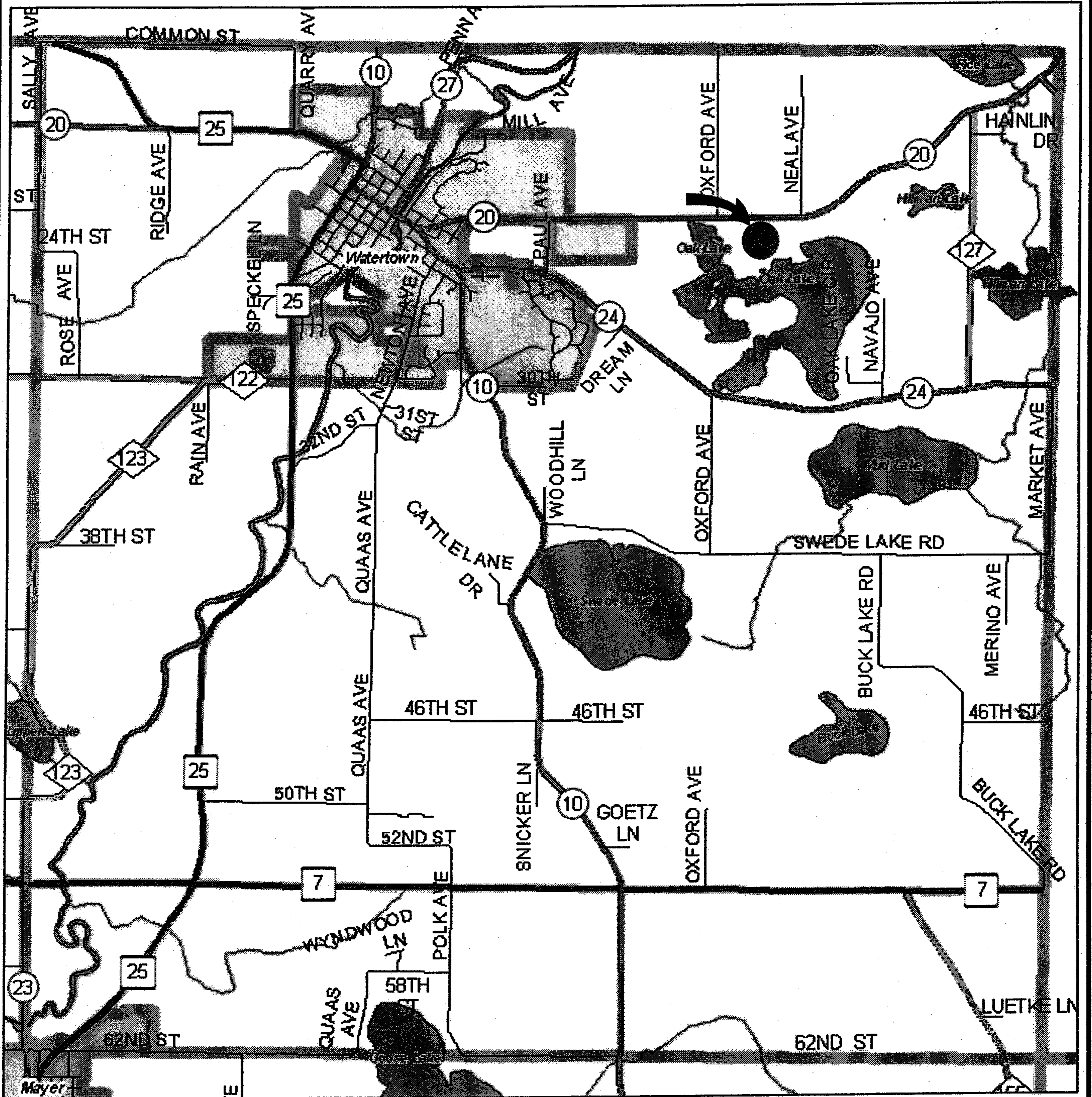
6. The individual lot owners will maintain the road until such time that the Township agrees to assume maintenance responsibility. If necessary, a maintenance agreement (or similar provision in the covenants) must be drafted for recording with the final plat, defining the lot owners' responsibilities for the road.
7. As per Section 151.163 of the Carver County Code, all utility facilities are to be located underground. The access and drainage ways will be designed so that public utilities can be installed at a later date.

ADOPTED by the Carver County Planning Commission this 15th of August, 2006.

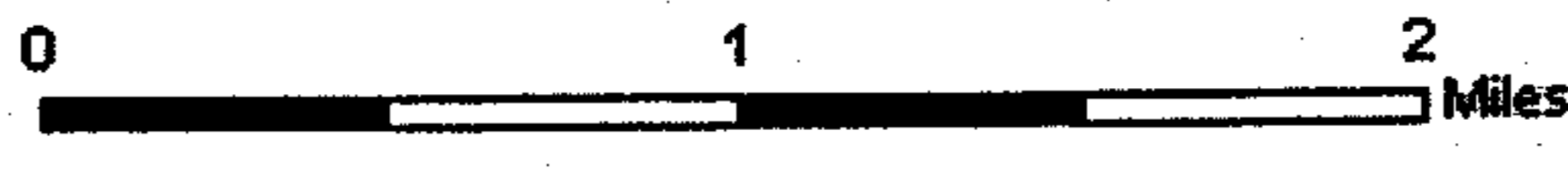


Randy Maluchuk
Planning Commission Chair

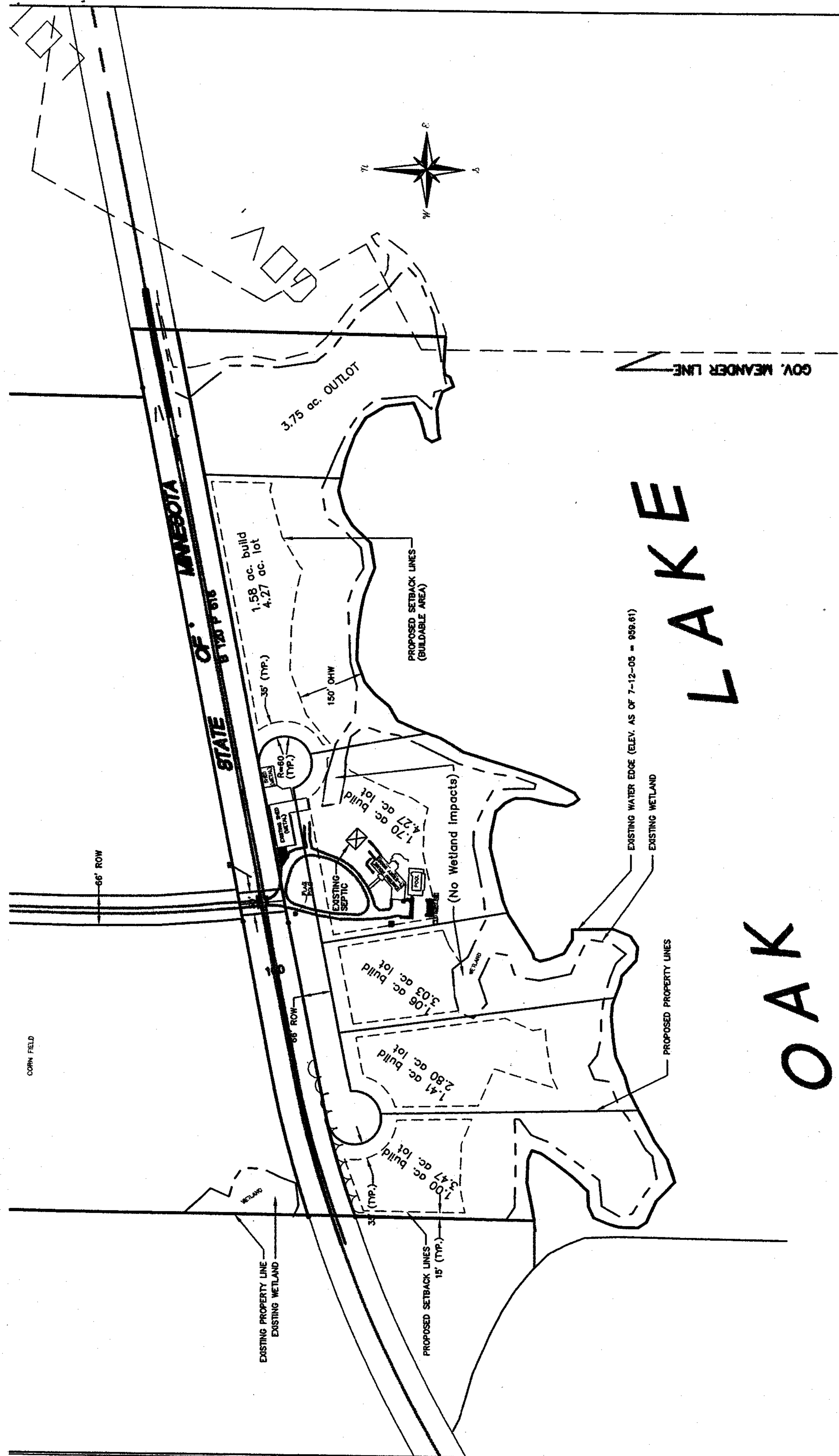
Watertown Township



This map was created using Carver County's Geographic Information System (GIS). It is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



Map Created by Carver County GIS
Apr 21, 2005



 Schoell Madson Planning Engineering Surveying	16009 2nd Avenue North Plymouth, Minnesota 55447 T 763-746-1800 F 763-746-1889 554 Third Street NW, Suite 100 Elk River, Minnesota 55330 T 763-241-0308 F 763-241-4351 www.schoellmadson.com	Project Name/Location OAK LAKE SUBDIVISION	Date 12/20/05
	Ed Foley WATERTOWN TOWNSHIP, MN.	Sheet No. 1	Sheet Title CONCEPT PLAN 5 Lot Subdivision





REQUEST FOR BOARD ACTION

AGENDA ITEM: Grant Agreement with MnDNR & Budget Amendment for floodplain mapping

Originating Division: Land Water Services

Meeting Date: 12/19/2006

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:

In February, the County entered into an agreement with the MnDNR & FEMA as a Cooperating Technical Partner (CTP) to create a much more accurate county-wide flood hazard map. The MnDNR (via FEMA dollars) provides all of the funding through a grant to the County for direct expenditures in support of project activities. The County will receive a total grant of \$180,000 for the professional services to be provided by Barr Engineering Company. A total of 5 proposals were received from very qualified engineering firms. Barr Engineering was selected based on their expertise & experience on the South Fork Crow River, and based on their past performance with the County and the GIS & technical support they are willing to allocate for this project. Barr has an existing professional services agreement for planning & water activities in the County, which should simplify the process.

The grant agreement is being routed through the contract review process. A County match is not required for the costs of the project. However, Land & Water Services would manage the project and the County's GIS staff will develop the final digital flood insurance rate maps (DFIRMs) according to FEMA's specifications. The affected County departments have allocated resources accordingly. With the availability of the new 2 foot contours and aerial photos, the County should be in a good position to complete the project.

A Mapping Activity Statement (MAS) has been developed by the MnDNR and FEMA to define the scope of floodplain remapping project within the County.

ACTION REQUESTED: Motion authorizing entering into the grant agreement & adoption of attached resolution, authorize the Chair's signature on the required documents, and approve the following budget amendment:

Budget amendment: increase 01-123-125-1552-5320 by \$180,000 - grant income
increase 01-123-125-1552-6260 by \$180,000 - professional services

FUNDING

County Dollars = \$-0-
Other Sources & Amounts = -0-
FEMA/DNR = \$180,000
TOTAL = \$180,000

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Reviewed by Division Director 

Date: 12/11/2006

BUDGET AMENDMENT REQUEST FORM

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

DEPARTMENT: Land Water Services

Date of County Board Session: 12/19/06

Revenue

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Grant	\$ 180,000	Professional Services	\$ 180,000
TOTAL:	\$ 180,000	TOTAL:	\$ 180,000

A. Reason for Request: See Board Action.

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

C. Contingency Acct. Beginning Bal.: \$ 300,000

D. Contingency Acct. Current Bal.: \$ 253,800

E. Current Balance After Adj.: \$ 253,800

F. Requested By:

G. Recommend Approval: Finance

H. County Board Decision: Approval/Disapproval

S:\Excel\SHELLS\Budget Amendment Forms.xls\Revenue Form



REQUEST FOR BOARD ACTION

AGENDA ITEM : Authorize County cost share for Sealing Abandoned Well

Originating Division: Land Water Services

Meeting Date: 12/19/06

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: In December, 1999 the Board adopted a resolution establishing an abandoned well sealing program including procedure and eligibility requirements (attached). A one time Natural Resources Block Grant from BWSR was used to establish this fund. An application has been received by Todd Manteuffel for sealing an abandoned well at 11550 Post Avenue in Benton Twp. The Joint Agency Members (JAM) reviewed the application and recommended funding for sealing the well on this application.

ACTION REQUESTED: Motion approving application and funds for sealing a well at 11550 Post Avenue, Benton Twp (PID 010041100) and authorizing disbursement of funds upon presentation of a bill and well sealing log.

FUNDING

County Dollars =	\$0
Other Sources & Amounts =	\$250 BWSR grant
Owner =	\$880
TOTAL	= \$1130

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments: Funds are from a one-time Natural Resources Block Grant from the State Board of Water and Soil Resources which set aside dollars specifically for sealing abandoned wells.

Reviewed by Division Director 

Date:

**Carver County Land Management
Application For Well Sealing Cost Share**

600 East Fourth Street
Chaska, MN 55318
612-361-1820

Applicant Information

Name & Telephone #'s: Todd Mantuffel 952-466-2190
Street Address: 11550 Post Ave
City/Township: Cologne, (Benton twp) Zip: 55322
PID (You can obtain from tax statement or Planning & Zoning): R01.0041100

Well Location

Street Address: 11550 Post Ave
City/Township: Cologne, (Benton twp)
PID (You can obtain from tax statement or Planning & Zoning): R01.0041100

Well Information

(If Known - your well contractor may be able to help) *I do not know any of this information*

Depth _____ Diameter _____ Casing depth _____
Aquifers penetrated (if known) _____
Construction information (ex. ungrouted, open hole, etc.) _____
Well condition (ruptured casing, rusting, etc.) _____
Approximate year constructed _____

Well Sealing Estimates

Number unused wells to be sealed: 1
1. \$ 1130.00 Company name: Braunwarth Well LLP
2. \$ _____ Company name: _____

Office use only:

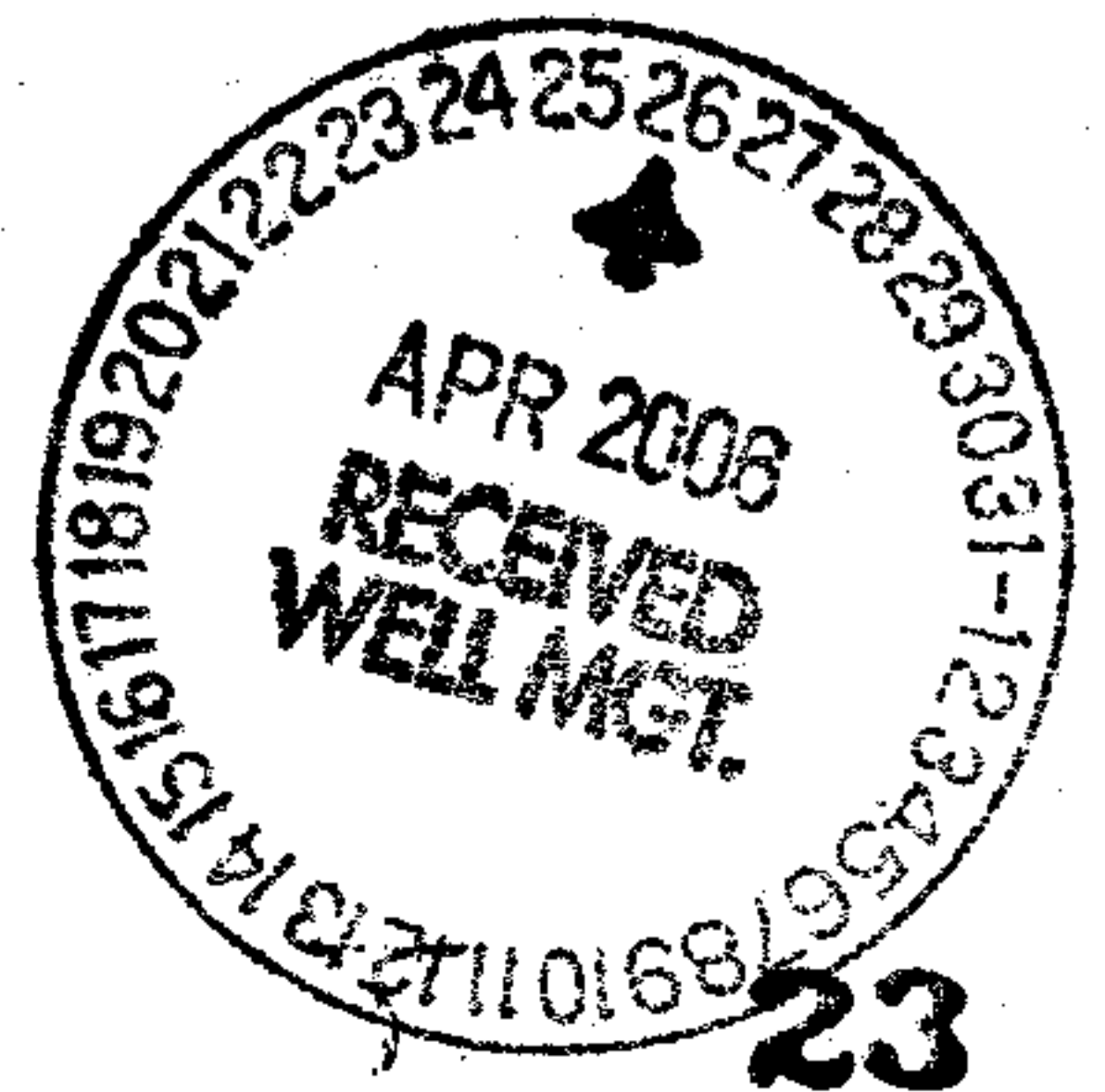
Priority: _____

JAM Recommendation: _____

Board Action: Approve Deny Date: _____

Return application to: Paul Moline
Carver County Land Management
600 East Fourth Street
Chaska, MN 55318

Was this within family transfer?
Was it sold? or just within family transfer?



Well Questionnaire

The questionnaire below will enable us to prioritize the wells for sealing. Please answer as many questions as possible to the best of your knowledge. A contractor may provide valuable assistance.

- 1. Is an above or below ground fuel storage tank within the vicinity of the well? Y N
If so, approximate distance. 200 feet. South direction.
 - 2. Is a barnyard feedlot within the vicinity of the well? Y N
If so, approximate distance. 100 feet. West direction.
 - 3. Is there any manure storage within the vicinity of the well? Y N
If so, approximate distance. 150 feet. SW direction.
 - 4. Is a fertilizer storage area within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
 - 5. Is a chemical storage area within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
 - 6. Is there an irrigation system within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
 - 7. Are there household or farm refuse disposal sites w/in the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
 - 8. Is there a sewage treatment system (ex. septic) w/in the vicinity of the well? Y N
If so, approximate distance. 60 feet. NW direction.
 - 9. Is a cesspool, dry well, or leaching pit within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
 - 10. Is a lake, pond, river, stream, or ditch within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
 - 11. Is the well within a low lying flood prone area? Y N
 - 12. Is there a threat of contamination from surface water runoff? Y N
- Explain:
- 13. Is the well in a pit? Y N
 - 14. Is there danger of someone or an animal falling into the well? Y N
 - 15. Reason well is no longer used: Rusted casing and blocked screen
 - 16. Any comments:

As owner of the above listed property, I/we apply for cost-share funds to have the unused well(s) sealed.

Property Owner Signature(s): Todd Mantuffel Lois Mantuffel

Please Note: This is the application to enter the evaluation process. This is not the contract that guarantees reimbursement. Your well will be evaluated and you will be notified if your well is chosen for the cost-share program.





REQUEST FOR BOARD ACTION

AGENDA ITEM: Authorize County cost share for Sealing Abandoned Well

Originating Division: Land Water Services

Meeting Date: 12/19/06

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: In December, 1999 the Board adopted a resolution establishing an abandoned well sealing program including procedure and eligibility requirements (attached). A one time Natural Resources Block Grant from BWSR was used to establish this fund. An application has been received by Alex Schumacher for sealing an abandoned well at 6780 County Road 32 in Camden Twp. The Joint Agency Members (JAM) reviewed the application and recommended funding for sealing the well on this application.

ACTION REQUESTED: Motion approving application and funds for sealing a well at 6780 County Road 32, Camden Twp (PID 020041100) and authorizing disbursement of funds upon presentation of a bill and well sealing log.

FUNDING

County Dollars =	\$0
Other Sources & Amounts =	\$250 BWSR grant
Owner =	\$250
TOTAL	= \$500

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments: Funds are from a one-time Natural Resources Block Grant from the State Board of Water and Soil Resources which set aside dollars specifically for sealing abandoned wells.

Reviewed by Division Director

Date:

**Carver County Planning & Zoning
Application For Well Sealing Cost Share**

YES

600 East Fourth Street
Chaska, MN 55318
952-361-1820

Applicant Information

Name & Telephone #'s: Alex Schumacher 952 353 2146

Street Address: 6780 Co. Rd. 32

City/Township: New Germany Camden Zip: 55367

PID (You can obtain from tax statement or Planning & Zoning): R02.0041100

Well Location

Street Address: 6780 Co Rd 32

City/Township: New Germany Mn

PID (You can obtain from tax statement or Planning & Zoning): R02.0041100

Well Information

(If Known - your well contractor may be able to help)

Depth 175 Diameter 3" Casing depth _____

Aquifers penetrated (if known) _____

Construction information (ex. ungrouted, open hole, etc.) pit

Well condition (ruptured casing, rusting, etc.) ruptured casing

Approximate year constructed 1900

Well Sealing Estimates

Number unused wells to be sealed: 1

1. \$ 500.00

Company name: Braunwarth Well Co. Waconia MN

2. \$ _____

Company name: _____

Office use only:

Priority: _____

JAM Recommendation: _____

Board Action: Approve Deny Date: _____

Return application to: Paul Moline
Carver County Planning & Zoning
600 East Fourth Street
Chaska, MN 55318

Well Questionnaire

The questionnaire below will enable us to prioritize the wells for sealing. Please answer as many questions as possible to the best of your knowledge. A contractor may provide valuable assistance.

- 1. Is an above or below ground fuel storage tank within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
- 2. Is a barnyard feedlot within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
- 3. Is there any manure storage within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
- 4. Is a fertilizer storage area within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
- 5. Is a chemical storage area within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
- 6. Is there an irrigation system within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
- 7. Are there household or farm refuse disposal sites w/in the vicinity of the well? Y N
If so, approximate distance ~~100~~-30 feet. west direction.
- 8. Is there a sewage treatment system (ex. septic) w/in the vicinity of the well? Y N
If so, approximate distance ~~100~~ 200 feet. east direction. No 2-20ft
- 9. Is a cesspool, dry well, or leaching pit within the vicinity of the well? Y N
If so, approximate distance. _____ feet. _____ direction.
- 10. Is a lake, pond, river, stream, or ditch within the vicinity of the well? Y N
If so, approximate distance. 1000 feet. north direction.
- 11. Is the well within a low lying flood prone area? Y N
- 12. Is there a threat of contamination from surface water runoff? Y N
Explain: pit has standing water in it.
- 13. Is the well in a pit? Y N
- 14. Is there danger of someone or an animal falling into the well? Y N
- 15. Reason well is no longer used: ruptured, use submersible
- 16. Any comments:

As owner of the above listed property, I/we apply for cost-share funds to have the unused well(s) sealed.

Property Owner Signature(s): Alex Schumacher

Please Note: This is the application to enter the evaluation process. This is not the contract that guarantees reimbursement. Your well will be evaluated and you will be notified if your well is chosen for the cost-share program.



REQUEST FOR BOARD ACTION

AGENDA ITEM :

**T.H. 101 Cooperative Construction Agreement 90023-R with the State of Minnesota
and
Transfer of Jurisdiction by the State to the County**

Originating Division: Public Works

Meeting Date: December 12, 2006

Amount of Time Requested: None

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

Under the terms of this agreement, the Minnesota Department of Transportation (Mn/DOT) plans to reconstruct a portion of T.H. 101 from 86th Street to T.H. 5 in Chanhassen as a four-lane, divided roadway. Mn/DOT is the lead agency for the project.

Carver County will reimburse Mn/DOT for the County portion of the project. The County portion is estimated by Mn/DOT to be about \$515,000.

The reconstruction of T.H. 101 from CSAH 18 (Lyman Boulevard) to 86th Street is included in the New TH 212 Design/Build project.

Also, under the terms of this agreement, the State of Minnesota will transfer to Carver County jurisdiction of T.H. 101 from CSAH 18 (Lyman Boulevard) to T.H. 5 in Chanhassen. This transfer will occur upon completion of construction or as soon as practicable thereafter. The County will become the road authority responsible for the roadway at the time the transfer occurs.

ACTION REQUESTED:

The County Board is requested to approve the attached resolution authorizing signing of the agreement.

FUNDING

County Dollars =	\$ 515,000
Other Sources & Amounts =	
Mn/DOT	= \$ 1,425,000
TOTAL	= \$ 1,940,000

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments: County cost participation estimate is \$476,000 for the construction contract and \$39,000 for construction engineering.

 Reviewed by Division Director

Date: 11/27/06

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE December 12, 2006
MOTION BY COMMISSIONER _____

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

**MINNESOTA TRANSPORTATION DEPARTMENT
AGREEMENT NO. 90023-R
between
THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION
and
COUNTY OF CARVER
for
COOPERATIVE CONSTRUCTION and JURISDICTION TRANSFER**

BE IT RESOLVED that the County of Carver enter into Agreement 90023-R with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the roadway construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 101 from 86th Street to Trunk Highway 5 within the corporate limits of the City of Chanhassen under State Aid Project No. 10-701-01 and State Project No. 1009-16 (T.H. 101=187).

To provide for transfer from the State of Minnesota to Carver County the jurisdiction of T.H. 101 from CSAH 18 (Lyman Boulevard) to T.H. 5 within the corporate limits of the City of Chanhassen.

BE IT FURTHER RESOLVED that the County Board Chair and County Administrator be and hereby are authorized to execute the agreement, and thereby assume for and on behalf of the County all of the contractual obligations contained therein.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 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.

Subscribed and sworn to before me this
_____ day of _____, 2006.

Notary Public _____

My Commission expires _____

County Administrator

Date



REQUEST FOR BOARD ACTION

AGENDA ITEM : Professional Services Agreement with Robb's Electric

Originating Division: Public Works/Parks

Meeting Date: 11/28/06

Amount of Time Requested: n/a

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: Electrical work to install occupancy sensors in the two restroom buildings at Baylor Park. The sensors control the lights in the restrooms so when they are unoccupied the lights shut off. By having the lights shut off automatically, it saves in electrical costs. Additional electrical work includes separating the existing circuits in the campground and installing a second breaker to reduce the electrical strain due to the larger RV's and their electrical needs.

ACTION REQUESTED: Motion to have the County Board Chair and the County Administrator sign the agreement with Robb's Electric.

FUNDING

County Dollars =	\$1,320.00
Other Sources & Amounts =	= \$
TOTAL	= \$1,320.00

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Reviewed by Division Director

Date:

11/10/06

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

Date: 11/28/2006

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

PROFESSIONAL SERVICE AGREEMENT
BETWEEN
ROBB'S ELECTRIC AND CARVER COUNTY
FOR ELECTRICAL INSTALLATION OF 4 SENSORS AND SPLITTING A BREAKER AT
BAYLOR REGIONAL PARK.

BE IT RESOLVED, that the Carver County Board of Commissioners hereby authorize the Board Chair and the County Administrator to execute the Professional Service Agreement Between Robb's Electric and Carver County electrical installation of 4 sensors and splitting a breaker at Baylor Regional Park.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Henze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 28 day of November, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 28 day of November, 2006.

County Administrator



REQUEST FOR BOARD ACTION

AGENDA ITEM : Dissolution of Self-Funded Balance

Originating Division: Employee Relations

Meeting Date: 12/19/06

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:

This item outlines the plan that was originally discussed at the September 12, 2006 Board meeting regarding the change in funding mechanism for 2007 Health Insurance which discontinues the Section 105 plan.

As required by Minn. Stat 471.617, the union (AFSCME Council 65, Local 2789) has been notified of this plan.

Statute further requires that the remaining balance in the self-insurance fund be used for health insurance benefits. Because the funds in that balance came in larger part from the County, and in smaller part from Employees, retirees and other continuation participants, the dissolution is planned to occur in two separate ways.

The remaining balance attributable to County funds is planned to offset a portion of 2007 and 2008 health insurance premiums, \$500,000 in 2007 and the remainder in 2008.

The remaining balance attributable to individual contributions is planned to provide a health insurance premium holiday in March, and a partial premium holiday in August of 2007 for individuals who are participants in the plan on December 19, 2006 and are participants who contribute to their County-sponsored insurance during those premium holiday months.

ACTION REQUESTED: Motion to approve the dissolution of the self-insurance fund by apportioning the County's share of the balance to health insurance premiums in 2007 and 2008, and providing affected employees premium holidays in March and August of 2007.

FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

TOTAL

= \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

As of 12/8/06 the fund balance is \$1,202,457.

Reviewed by Division Director
Doris M. Krogman

Date: 12/11/06



REQUEST FOR BOARD ACTION

AGENDA ITEM: 2007 Police Contracts

Originating Division: Sheriff

Meeting Date: December 19, 2006

Amount of Time Requested: N/A

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: 2007 Police Contracts for Service between Carver County and the cities of Chanhassen, Cologne, Hamburg, Mayer, New Germany, Norwood Young America, Victoria and Laketown Township. New to the contract beginning in 2007 through the contract rates is the funding for a .5 FTE financial related record keeping specialist. This specialist will be housed in the Sheriff's Office

Outstanding police contracts from Carver, Waconia and Watertown will be sent under separate cover when received. They are currently going through their city council process. Attached to the board action is a 2007 Police Contract Summary sheet for review.

ACTION REQUESTED: Approve 2007 Police Contracts in addition to the hiring of a .5 FTE Financial Specialist funded through the police contracts.

FUNDING

County Dollars =	\$
Other Sources & Amounts =	1,793,671.55
	= \$
TOTAL	= \$1,793,671.55

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Revenue receipted into the Sheriff's 2007 budget 01-201-201-0000-5574 Police Contracts. We will work with Employee Relations on the hiring of the .5 FTE financial specialist.

Reviewed by Division Director 
Report Date: December 11, 2006

Date: 12-11-06

2007 Police Contract Summary

Community	Deputy	Cprl	Sgt	SRO	CSO HRS	PTL HRS	FTE	TOTAL COST	1ST HALF PAYMENT	INVOICE #	DATE PAID	2ND HALF PAYMENT	INVOICE #	DATE PAID
Carver									\$0.00			\$0.00		
Chanhassen	10	2	1					\$1,204,895.10	\$602,447.55			\$602,447.55		
Cologne					260	730		\$46,149.70	\$23,074.85			\$23,074.85		
Hamburg					130	182.5		\$13,422.43	\$6,711.21			\$6,711.22		
Laketown					39	547.5		\$30,088.28	\$15,044.14			\$15,044.14		
Mayer					364	1095		\$68,470.55	\$34,235.27			\$34,235.28		
New Germany						182.5		\$9,652.43	\$4,826.21			\$4,826.22		
N.Y.A.	2							\$182,276.16	\$91,138.08			\$91,138.08		
Victoria	2.5				364			\$238,716.90	\$119,358.45			\$119,358.45		
Waconia									\$0.00			\$0.00		
Watertown									\$0.00			\$0.00		
Total	14.5	2	1	0	1157	2737.5		\$1,793,671.55	\$896,835.76			\$896,835.79		



REQUEST FOR BOARD ACTION

AGENDA ITEM : Southwest Metro Drug Task Force Participation

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:

Renewal of Joint Powers Agreement with the Southwest Metro Drug Task Force and other area law enforcement agencies in a centralized drug task force team.

ACTION REQUESTED: Approve Joint Powers Agreement between Carver County Sheriff's Office and the Southwest Metro Drug Task Force for the period of January 1, 2007 through December 31, 2007.

FUNDING

County Dollars = \$8,400.00

Other Sources & Amounts =

= \$

TOTAL

= \$8,400.00

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments: Participation budgeted in 01-201-233-0000-6820

Reviewed by Division Director 

Date: 12/11/2006



REQUEST FOR BOARD ACTION

AGENDA ITEM: Embarq/Sprint Wireless Service Agreement

Originating Division: Sheriff

Meeting Date: December 19, 2006

Amount of Time Requested: N/A

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM:

Wireless Service Agreement between Carver County and Embarq/Sprint for wireless air cards. The air card allows wireless service for the squad car Mobile Computing Devices (MCD's). The Sheriff's Office in conjunction with Information Services have been working closely for the past several months testing various wireless "air cards" and the recommended vendor is Embarq/Sprint. The agreement is for 10 cards at this time with the option of increasing the cards as the project progresses throughout 2007. The promotional price is \$59.99 per card per month as quoted by Account Executive Keith W. Seleen and is good for the duration of the contract..

ACTION REQUESTED: Approve wireless service agreement between Carver County and Embarq/Sprint for wireless air cards.

FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

TOTAL

= \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments: Service agreement included in Sheriff's Office Communications line item 01-201-240-0000-6346

Reviewed by Division Director 

Date: 12/7/06



REQUEST FOR BOARD ACTION

AGENDA ITEM: Medical Consultant-Jonathan Larson, MD-Renewal

Originating Division: Public Health

Meeting Date: 12/19/06

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: Public Health is requesting the renewal of a two year contract with Dr. Jonathan Larson for services as a medical consultant as required by Minnesota Statute. The medical consultant provides consultation to the Carver County Health Board and the Division on all matters relating to health issues, reviews, renews, or develops Division standing orders for delegated medical functions on an annual basis, is on call during Division clinic times such as the public immunization clinic, and serves as the medical liaison between the Carver County Health Board and other practicing physicians in Carver County. The contract term will be from January 1, 2007 to December 31, 2008 in the amount of \$5,000 per calendar year, not to exceed \$10,000.

ACTION REQUESTED: Motion to approve the Medical Consultant contract with Dr. Jonathan Larson.

FUNDING

County Dollars = \$10,000 for 2 years

Other Sources & Amounts =

= \$

TOTAL

= \$10,000

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

Expense is budgeted in 01-460-460-2399-6260 for 2007.

 Reviewed by Division Director

Date: 12/11/06



REQUEST FOR BOARD ACTION

AGENDA ITEM: Approval of 2006 Board of Soil & Water Resources (BWSR) Natural Resource Block Grant

Originating Division: Land Water Services

Meeting Date: 19 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: Each year the County receives a block grant from BWSR for the following programs: Water Plan Implementation (LWP) - \$10,657; Wetland Conservation Act - \$36,000 (\$5,400 of which goes to the SWCD); Shoreland Management - \$2,979; ISTS \$1,500; Feedlot Management - \$30,474. The grant requires a 1-to-1 match. The match is provided by the staff time expended in the normal operation of the program areas and by Carver watershed expenditures. The LWP & Shoreland funds are used to support the monitoring program and small conservation projects such as tile inlets, streambank restoration, lakescaping. The other funds are used to offset program costs of operating the WCA, Feedlot, & ISTS programs. These revenue & expenditures are already reflected in the 2006 budget.

ACTION REQUESTED: Motion approving the 2006 NRBG Application and authorizing the Board Chair to sign the documents.

FUNDING

County Dollars =	\$
Other Sources & Amounts =	
BWSR	= \$81,610
TOTAL	= \$81,610

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 :

Originating Division: Financial Services

Meeting Date: 12/19/06

Amount of Time Requested: 10 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: A public hearing has been scheduled for proposed revisions to the County's fee for service schedule. State allows the County to charge fees to cover its costs. Notice of this public hearing has been placed in the County's legal newspaper.

Minor revisions are proposed. Language deleted is ~~strikethrough~~ and language added is underlined. Environmental Services and Planning and Zoning are now combined for fee purposes under Land and Water Services. Notes are added showing this change. In order to remedy an existing inconsistency and move the Solid Waste Service fee provisions from the Solid Waste chapter of the County code language has been added to the Fee Schedule Ordinance under Land and Water Services

ACTION REQUESTED: Close the public hearing and approve revisions to Ordinance #48, 2006 Fee for Service Schedule.

FUNDING

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

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Report Date: December 12, 2006
 Reviewed by Division Director

Date:

ORDINANCE #48

CARVER COUNTY

2006
FEE-FOR-SERVICE
SCHEDULE



Approved by the
Carver County Board of Commissioners
Adopted December 19, 2006

This ordinance regulates the fees for services charged by Carver County.

WHEREAS, the County Board of Commissioners may charge fees for services provided by any county office, official, department, court, or employee; and

WHEREAS, there is a reasonable relation between the fees contained in this schedule and the cost of providing the services; and

WHEREAS, Minn. Stat. Section 400.08, Subd. 3 states that these service fees, charges, and rates must be established by ordinance.

NOW, THEREFORE BE IT RESOLVED, The County Board of Commissioners of Carver County, Minnesota hereby ordains adoption of the fees contained in this schedule effective the date of its passage.

Adopted by the County Board of Commissioners at a meeting held at the Carver County Government Center, Chaska, Minnesota, this 19th day of December, 2006.

James Ische, County Board Chair

Date: _____

David Hemze, County Administrator

Date: _____

Mark Lundgren, County Auditor

Date: _____

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Assessor	CAMA Extract Programs Set-up (includes e-mailing information or 500 pages/labels in hardcopy)	\$150 Basic \$250 minimum		Eliminated \$150 Basic Fee
	Mailing	\$10		
	Every additional 500 hardcopy pages/labels	\$25		
	Research	\$35/minimum		
	Screen Prints/Appraisal Cards	\$2/page		
Attorney	Audio Tape Copies	\$10/mini; \$15 micro		
	Video Tape Copies	\$20		
	Compact Disks (disclosure)	\$10		
	Photocopying (disclosure)	\$0.25/page		
	Photographs (disclosure)	3X5 = \$1.50/photo		
		4X6 = \$1.75/photo		
		5X7 = \$5/photo		
		8X10 = \$10/photo		
Auditor	<i>Administration Licenses</i>			
				Total revenue increases estimated at \$10,700 per year.
	Auctioneer License *	\$20		
	Dangerous Dog	\$50 \$35	\$15 per license issued	Increased from \$35
	Fireworks Permit	\$50		
	Tobacco License	\$150		
	Transient Merchant License *	\$150		
	Liquor License Set-Up	\$100 \$75	\$25 per license issued	Increased from \$75
	On-Sale Intoxicating Liquor	varies per township		
	On-Sale Sunday Intoxicating Liquor	\$200		
	Off-Sale Intoxicating Liquor	\$100		
	On-Sale Non-Intoxicating Liquor	\$60		
	Off-Sale Non-Intoxicating Liquor	\$15		
	On-Sale Intoxicating (Temporary)	\$50		
	On-Sale Non-Intoxicating (one day)	\$15		
	<i>Customer Service</i>			
	Certification by Hand and Seal - Auditor	\$10 \$5	\$5 per transaction	Increased from \$5
	Current/Prior Year Tax Statement	\$5		
	CRV Hand Pulled and Copied	\$5		
	Auditor's Plat Fee	\$50 per plat \$10 per parcel	\$7,400	Offset to GIS Fee no longer collected

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Auditor, continued</i>	Written Tax Estimate	\$15		
	Written Searches (per parcel per year)	\$10		
	Screen Prints	\$2		
	Plat Certification Fee	\$25		
	Local Fax Machine Usage	\$0.50 per page + \$0.25 each add'l. page		
	Long Distance Fax Machine Usage	\$2 per page + \$1 each add'l. page		
	International Fax Machine Usage	\$6 per page + \$2.50 each add'l. page		
	Computer Print Outs/Labels (Set Up Fee)	\$20		
	Cost per copy/page	\$0.25		
	Cost per label	\$0.15		
	Cost per sheet of labels	\$2		
	Claim Against Bond Set Up Fee	\$20		
	Cost per copy/page	\$0.25		
	Certified Letter	\$4.64 \$4.42	\$0.22 per letter	Increased from \$4.42
	<i>Research and Development Project per Hour</i>	\$35		
	<i>Elections</i>			
	Precinct Finder (County Wide)	\$30		
	Precinct Finder (Individual Entity)	\$15		
	Registered Voter Certificate	\$5		
	<i>Taxation</i>			
	Abatement	\$50		
	Auditor's Certificate	\$200		
	Updating Existing Certificate	\$100		
	Audit Verification of Tax District	\$100		
	Certification of Ten Largest Taxpayers	\$65		
	Confession of Judgment - Set-Up Fee	\$75		
	Closing Fee	\$25		
	Green Acres Payback Calculation	\$100	\$50 per transaction	Increased from \$50
	<i>Special Assessments</i>			
	Special Assessment Entry Fee per parcel per entry	\$4	\$1 per entry	Increased from \$3
	Tax Forfeit Land - Repurchase Fee	\$150		
	1st Time Delinquent Publish Fee (per parcel)	\$20		
	<i>Tax Increment Financing</i>			
	Set-Up Base Fee	\$400		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Auditor, continued</i>	Per Parcel Charge	\$20		
	Maintenance Base Fee	\$150		
	Per Parcel Charge	\$20		
	Plan Modification	\$200		
	Early Decertification	\$200		
	Knockdown per Parcel	\$20		
	NSF Check Charges	\$30		
	<i>Driver's License</i>			
	Class A *	\$40.50		
	Class B *	\$32.50		
	Class D *	\$21.50		
	Duplicates *	\$11.00		
	Motorcycle Renewal *	\$13		
	<i>Passports</i>			
	Age 16 and Over *	\$67		
	Under Age 16 *	\$52		
	Execution Fee *	\$30		
	Renewal *	\$67		
	Expedited Service *	\$60		
	Passport Photo	\$10		
	<i>Titles and Licenses Fees *</i>	Per MN Statute		
	NSF Check Charges	\$30		
	<i>Vitals</i>			
	Certified Birth Certificate	\$16		
	Non-certified Birth Certificate	\$13		
	Additional	\$9		
	Certified Death Certificate	\$13		
	Non-certified Death Certificate	\$13		
	Additional	\$6		
	Full Fee Marriage License	\$100		
	Reduced Fee License with Educator's Statement of 12 Hour Minimum)	\$30		
	Certified Marriage certificate	\$9		
	Additional	\$2		
	Notary Public Commission	\$100		
	Notary Verification (per document)	\$1		
	NSF Check Charges	\$30		
	Birth Verification +	\$9		+ These additions to vital dept. services will generate \$500 per year
	Fetal Death Report +	\$9		
	Statement of No Record Found +	\$9		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Auditor, continued	Amendments to Certified Death Record ⁺	\$40		
	Genealogy Research (No Specific Date) ⁺	\$20 per hour		
Community Social Services	<i>Day Care Licensing</i>			
	Licensing Inspection	\$150 *		
	Background Study	\$100 *		
	<i>Encore Adult Day Services Program</i>			See Attachment A: <i>Encore Adult Day Services Program Sliding Fee Scale</i>
	Private Pay Rate	\$66.50 \$65 per day + CART fee	\$1.50 per transaction	Increased from \$65
	Chemical Dependency (Rule 25) Assessments Applicable to assessments when clients have insurance and are not eligible for Tier 1 of the Chemical Dependency Treatment Fund	\$160		
	<i>First Street Center</i>			
	Psychiatric Evaluation/Intake	\$260		
	Psychological Evaluation/Intake	\$180		
	Psychotherapy (hour)	\$120		
	Psych Testing	\$120 \$110	\$10 per instance	Increased from \$110
	Medication Management	\$85		
	Psychiatric Consultation	\$200		
	Crisis Service - Assessment and Intervention	\$600/contact		
	Copies of Charts	\$35		
	Court Testimony (hour)	\$250		
	Other Contracted Services			Rate established in the contract (client fee based on ability to pay using the Community Social Services Income Eligibility and Fee Schedule and Carver County's Asset Test).

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Community Social Services, Continued	Detox Transportation			Vendor contract or actual cost if local law enforcement transports
	Social Worker Witness Fee	\$55 per hour		
	<u>Copy of Video Taped Interview</u>	\$25		
	<u>Copy of CD (per CD)</u>	\$25		
	Visions Day Treatment - Full CSS Cost	\$109.14 \$95.64	13.64 per instance	Increase from \$95.65
	Urine Analysis (UA) (standard analysis per cup)	\$10		
	Additional UA analysis per each additional drug tested	\$5		
	<i>CART</i>			
	CART Passenger	\$2 one way / \$4 round-trip (in county)		
	CART Passenger	\$3 one way / \$6 round-trip (less than 10 miles outside of county)		
	CART Passenger	\$6 one-way / \$12 round-trip (over 10 miles outside County)		
	CART Card	\$35		
	Senior Discount	\$1 on all round trips		
Court Administration	Delinquent Taxes on confession of judgment (amount set by County Board pursuant to statute)	\$10/judgment		
	Law Library Fee	\$10 (none for counties and munic.)		
Court Services				
	DWI Local Assessment	\$125		
	Juvenile Delinquency Diversion Fee	\$75/appointment		
	Adult Supervision Fee	\$175		
	Case Transfer Out Fee - Adult	\$50		
	Safe Streets	\$500		
	UA Fee - Adult	\$25 (name change only)		
	UA Fee - Juvenile	\$15		
	Program Fee (EMG, Friendship Ventures, ART)	\$100		
	Random testing fee	\$25		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments	
	Adult Cognitive Skills Supervision	\$75			
Information Services	Lead Analyst	\$150 per hour (15 minute increments)			
	Computer Technician	\$75 per hour (15 minute increments)			
	Media				
	Personal Computer CD (no AS400)	\$30 each			
	Personal Computer CD (AS400 interaction)	\$40 each			
	Computer Screen Print	\$5 per page			
	AS400Media	\$70 each			
	Computer Reports	\$0.50 per page			
	CD - Rom / DVD	\$25 each			
	Zip Disk	\$30 each			
	County Wide (NOTE: All County Departments will apply County-wide fees and charges unless a department has a different rate listed.)				
		Fax Machine Usage (Employee or Public) - Local	\$1 for 1st page + \$0.30 each add'l. page		
	Fax Machine Usage (Employee or Public) - Long Distance	\$4 for 1st page + \$1.50 each add'l. page			
	Fax Machine Usage (Employee or Public) - International	\$10 for 1st page + \$3 each add'l. page			
	Financial Statement (Black & White)	\$30			
	Budget Books (Black & White)	\$40			
	5-year Capital Improvement (Black & White)	\$40			
	NSF Checks	\$30			
	Information Gathering/research (Public Data Only)	If over 1/2 hour: \$50 per hour + any material costs; pro-rated to the nearest 1/2 hour; no charge for other government agencies; no charge for separating public data from non- public data.			
	Photocopying (Black & White)	\$0.25 per page - public / \$0.10 per page - employee			

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Information Services, Continued</i>	Photocopying (Color)	\$1.50 per page - public / \$0.50 per page - employee		
	Postage	Federal Rates		
	Public Meeting Videocassette / Audio Tape	\$10 per tape. No charge for other government agencies		
	<i>GIS Mapping Projects</i>			
	Internet Map Print Out 8.5 X 11	\$15 per page; each add'l. copy \$5		
	Custom Mapping	\$75 per hour labor (30 minute minimum; 15 minute increments)		
	8.5 X 11	\$5/map (1 free map is provided to registered land owner)		
	11 X 17	\$7/map		
	<i>Plotter</i>			** indicates extra charge for 2005 aerial photography 6" pixels *** indicates extra charge for aerial photography 2' pixels
	Less than 36" X 24"	\$15/map; ** = \$10; *** = \$5		
	36" X 24" up to 36" X 50"	\$20/map; ** = \$15; *** = \$10		
	Under 36" X 50 up to 36" X 72"	\$30/map; ** = \$15; *** = \$10		
	40" X 72" - special size paper	\$50/map; ** = \$20; *** \$15		
	<i>Laminating</i>			
	Less Than 24" X 36"	\$15/map		
	Greater Than 24" X 36"	\$25/map		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Information Services, Continued</i>	Automated Internet Parcel Buffer Request	\$75 per hour (15 minute increments)		
	Parcel/Tax Records Returned	\$0.05 per record		
	E-mailed results - Excel, Text File, List	Free		
	Printed List	\$0.10 per page		
	Printed Mailing Label Sheet	\$2 per sheet		
	<i>Carver County GIS Data Prices</i>			
	All datasets are UTM Zone 15N Nad83 - Shapefile format. All Carver County datasets require a license format.	\$75 setup fee for all databases.		
	Parcels - All tax information is in the MetroGIS Standard Format.			
	1 to 2000	\$0.05 per parcel		
	2000 to 5000	\$0.03 per parcel		
	5000 to 50,000	\$0.02 per parcel		
	County-wide pre-built dataset	\$0.01 per parcel		
	Street Centerlines	\$750/County wide		
	City/Township Boundaries	\$50/County wide		
	<i>Contours</i>			
	2 ft. contours - also available in DXF/Carver County Coordinates	\$10 per acre		
	10 ft. contours - also available in DXF/Carver County Coordinates	\$50 per section		
	2005 Aerial Photography 6" resolution - MrSID Format (Available in Carver County Coordinates & UTM); Other image formats available upon request.	\$150 per section		
	<i>Other GIS Datasets</i>	\$75 per hour (1 hour minimum) 15 minute increments		
	<i>Government Jurisdictions</i>			
	Most datasets available free through license agreement			
	2005 Aerial Photography/Elevation Project			

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Information Services, Continued	Elevation & Photography 70 sections or greater	\$360 per section \$17,850		
	Photography Only 70 sections or greater	\$105 per section \$7,350		
	Elevation Only 70 sections or	\$255 per section \$25,200		
	3rd Party Data requests - Non-Carver County	\$75 per hour (30 minute minimum) 15 minute increments		
	Subscription Login to Network	\$50 per year		
	<i>Carver County GIS Dataset Subscription</i>			
	**Dataset must be purchased County-wide before subscription (only the startup fee is paid the first year.) All subscriptions run through Dec. 31.	\$50 startup fee		
	Parcels (County Wide)	\$250 per year		
	Street Centerline (County wide)	\$250 per year		
	<i>GIS Impact Fees</i>			
	Metes and Bounds	\$25 per parcel		
	Recorded Plats	\$100 per plat		
	<i>GIS Consulting or Programming/Application Development Fee</i>	\$100 per hour		
	<i>All Other Miscellaneous GIS Requests</i>	\$75 per hour (15 minute increments)		
<p>Note: 1. All County Departments will apply the above charges unless a department has a different rate listed. 2. Spatial GIS data requests will be charged for labor, otherwise all GIS data charges do not apply to government jurisdictions.</p>				
<u>Land and Water Services - Environmental Services</u>				Under reorganization Environmental Services are now part of Land and Water Services
<p><u>The Carver County Code of Ordinances 50.07 (A) (4) (b) is hereby repealed and replaced with the following language:</u></p> <p><u>(b) The Service Fee as provided for here in shall be established in the Carver County Fee Schedule Ordinance</u></p>			<p>In order to remedy an existing inconsistency and move the Solid Waste Service fee provisions from the Solid Waste chapter of the County code this language needs to be included.</p>	

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Environmental Services, Continued	<u>Hazardous Waste Generator</u>			Department eliminating initial application fee
	<u>Initial Application Fee</u>	\$25-200		
	<u>Very Small Quantity Generators</u>			
	Under 10 gallons/year	\$30 License Fee \$50 Application Fee		
	11-55 gallons/year	\$115 License Fee \$50 Application Fee		
	56-100 gallons/year	\$174 License Fee \$125 Application Fee		
	Over 100 gallons/year	\$231 License Fee \$150 Application Fee		
	<u>Small Quantity Generators</u>			
	Under 500 gallons/year	\$382 License Fee \$250 Application Fee		
	500-1000 gallons/year	\$509 License Fee \$275 Application Fee		
	Over 1000 gallons/year	\$636 License Fee \$300 Application Fee		
	<u>Large Quantity Generators</u>			
	Under 10,000 gallons/year	\$1271 License Fee \$450 Application Fee		
	10,000-50,000 gallons/year	\$2541 License Fee \$550 Application Fee		
	Over 50,000 gallons/year	\$5082 License Fee \$650 Application Fee		
	<u>Minimal Generators</u>			
A generator whose only hazardous wastes are identified in Section 51.03 definitions of Carver County Hazardous Waste Management Code Chapter 52, is subject to the following fees:				
	Application Fee	\$50		
	VSGQ Collection Program			
	Each appointment includes one hour of administrative time	\$75		
	Additional Time for Application Review	\$40/hour		
	File Search Requests (no charge to regulatory agencies)	\$10/copy		
	Provide List of Licensees	\$50/copy		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Environmental Services, Continued	File Search Access	\$25/hour		
	Absent for pre-arranged appointment	\$25		
	Follow-up inspection for the purpose of obtaining information concerning generator's non- compliance with the Department's cited violations	\$50		
	Address change only	\$25		
	Ownership Change only	\$25		
	Burning Permits (Building Demolition)	\$25		
	<i>Feedlot Permits</i>			
	Interim Permit	\$160		
	<i>Construction Short Form Permit</i>			
	Less than 300 animal units	\$200		
	300 animals units or more	\$400		
	Variance to Feedlot Ordinance	\$500		
	<i>On-site Sewer Permits</i>			
	Connection from house to existing tank	\$100		
	Repair of tank and/or drain field (incl. adding a new tank)	\$250		
	New tank/new trench drain field	\$350		
	New tank/new mound drain field	\$400		
	Alternative System - including holding tanks	\$450		
	Performance Based System	\$500		
	New Technology System	\$500		
	Other System	\$450		
	<i>Food, Beverage, Lodging System & Commercial</i>			
	1-500 Gallons	\$700		
	501-1000 Gallons	\$950		
	1001-5000 Gallons	\$1,350		
	5001-10,000 Gallons	\$1,950		
	Over 10,000 Gallons	\$2,850		
	<i>Individual Sewage Treatment Systems</i>			

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Environmental Services, Continued	Curtain Drain Septic System Monitoring	\$300 (\$50 soil review + \$50 monitoring) + \$200 installation		
	Plan Review	\$50		
	Soils review	\$50		
	re-inspection	\$50		
	Failure to cancel a prearranged inspection at least one hour prior to scheduled inspection	\$50		
	Origination Fee for revolving ISTS Loan Program	\$150		
	<i>Solid Waste</i>			
	<i>Transfer Station</i>			
	30 cubic yard day:			
	Application Fee	\$75		
	Annual license fee	\$350		
	<i>Under 100 tons per day</i>			
	Application Fee	\$250		
	Annual license fee	\$1,000		
	<i>101-250 tons per day</i>			
	Application Fee	\$375		
	Annual license fee	\$1,500		
	<i>251-500 tons per day</i>			
	Application Fee	\$500		
	Annual license fee	\$2,000		
	Late Payment Penalty	25% penalty		
	<i>Solid Waste Service Fee</i>			
<i>Developed parcels in the following categories shall be charged on a basis of \$25 per service fee unit. \$23</i>				
	<u>Multi-family housing with more than three dwelling units per parcel shall be charged</u>	<u>80% of the \$25 service fee per dwelling unit (\$20 per dwelling unit).</u>	The total increase is \$70,000	The proposed fee is a \$2 increase per unit
	<u>Single family residences, including mobile homes, duplexes and triplexes, shall be charged</u>	<u>One service fee unit of \$25 per parcel</u>		
	<u>Commercial parcels with an assessed evaluation of \$100,000 or less shall be charged</u>	<u>Two \$25 service fee units for a total charge of \$50</u>		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Environmental Services, Continued	<u>Commercial parcels with an assessed evaluation of more than \$100,000 shall be charged</u>	<u>Four \$25 service fee units for a total charge of \$100</u>		
	<u>Industrial parcels with an assess evaluation of \$100,000 or less shall be charged</u>	<u>Three \$25 service fee units for a total charge of \$75</u>		
	<u>Industrial parcels with an assessed evaluation of more than \$100,000 shall be charged</u>	<u>Six \$25 service fee units for a total charge of \$150</u>		
	<i>Solid Waste/Construction Demolition Haulers</i>			
	Fees set regionally by Solid Waste Management Coordinating Board	\$50 per truck		
LWS - Planning & Water Management/Land Management (formerly Planning & Zoning	Administrative Permits	\$100		Under reorganization Planning and Zoning is now part of the Land and Water Services Division and was split into 2 dept's
	Administrative permit for excavating/filling or a driveway that includes wetlands and/or Level 1 or Level 2 water Rules Approval	\$150		
	Wetland Activity including Level 1 or Level 2 Approval	\$100		
	Wetland Replacement / Banking /Mitigation under 1 acre	\$250		
	Wetland Replacement / Mitigation equal to or over 1 acre	\$350 + \$40 per hour (up to \$1000)		
	Ag Preserves	\$50 (maximum*)		
	Ag Preserve renewal	\$10 (maximum*)		
	Ag Building	\$40		
<i>The County shall be reimbursed by the applicant for any expenditures for professional services for review of variance, permit, plat, minor subdivision, and EAW-EIS-AUAR applications</i>				
	<i>Building Permits</i>	1997 UBC		
	Permit for Move-in Home	Based on 80% of Value (acc. To UBC)		
	Permit for Manufactured Home (Permanent)	Value as calculated IAQ Building code minus the purchase price of the home including transportation		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Planning & Water Management/Land Management (formerly Planning & Zoning), continued	Recovery of plan review cost on cancelled building	80% of plan review fee		
	Replacement of Lost Inspection Card	\$20		
	Renewal of Expired Permit If No Plan Changes	50% of permit fee		
	Temporary Farm related or Elderly Parent Manufactured Homes	\$250		
	Mechanical/Heating	\$60		
	Mechanical/Air Conditioning	\$60		
	Mechanical/Air Exchanger	\$60		
	Mechanical/Non-single family	1% of construction value		
	Plumbing Permit	\$5 per fixture, \$50 minimum		
	Non-residential Plumbing	1% of construction value		
	Residential appliance installation, improvement, or repair meeting criteria in MS 16B.665 (water heater)	\$15		
	Re-side or re-roof	\$60		
	Erosion Control	0.0004 of value - where building permit involves significant earthmoving - New homes large buildings		
	Minor Subdivision	\$300 + surveyor fee & GIS impact fee		
	Boundary Adjustment	\$50		
	Building eligibility transfer	\$100		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Planning & Water Management/Land Management (formerly Planning & Zoning), continued	Political Signs	\$0		
	Platting Process - Preliminary Plat through Final Plat Process including developer's contract and legal reviews	\$600 + \$100 per lot + \$40 per hour + Attorney's Office fee		
	Comprehensive Plan Amendment	\$500		
	Rezoning/Ordinance Amendment	\$500		
	Seasonal Signs	\$100 (\$80 refunded after sign removal)		
	Site Inspection Fee	\$50 + \$50 for each additional re-inspection		
	<i>Review of Project for Compliance With Water Management Rules</i>			
	Level 2	\$100 Applicant shall reimburse the County for engineering costs incurred during application review		
	Level 3	\$500 fee plus \$750 to reimburse for engineering costs included with application; applicant shall reimburse the County for engineering costs above the initial \$750 + \$40 per hour up to \$500		
	Variances and Appeals	\$500		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Planning & Water Management/Land Management (formerly Planning & Zoning), continued	Demolition Permit	\$85 if only activity is demolition of home or other major structure; no demolition permit fee if demolition is in conjunction with a building project		
	Special Meeting of Planning Commission or Board of Adjustment	\$300 + appropriate application fee		
	<i>Conditional Use Permits</i>			
<i>AGRICULTURE; Feedlot, 152.076 A Conditional Use Permit required solely for bringing an uncertified liquid manure storage area which was designed and/or installed with guidance from Carver SWCD into compliance and not associated with an expansion or substantial change in operation is exempt from these fees. This exemption does not include feedlot permit fees.</i>			This change will have no perceptible effect. The number of potential applications is extremely limited.	This is intended to encourage owners of this type of manure storage facility to come into compliance by removing a financial barrier. There are about dozen of these facilities.
	Less than 300 animal units	\$250		
	300-599 animal units	\$350		
	600 or more animal units	\$500 + \$40 per hour up to \$1000		
	ADDITIONAL DENSITY OPTIONS: 152.078, Example: High amenity CUP; Wooded Lot CUP	\$500 for first residential lot + \$100 for each additional residential lot + \$40 per hour (up to \$1000).		
	RESIDENTIAL RELATED: 152.077, Example: Residential Accessory Structures, Farm related Homes, Farm Related Manufactured Home, Temporary Homes for Elderly Parent, and Day Nurseries	\$400		
	HOME BASED BUSINESS: 152.079, Example: recycling/Solid Waste, Farm Related Business, Home Extended Business, Commercial Kennels, Stables, Aquaculture, Recreational Activities, Retail Nurseries, School Bus Service, Contractor's Yard, Commercial Radio Station, Utility/Essential Service	\$500 + \$40 per hour (up to \$1000)		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Planning & Water Management/Land Management (formerly Planning & Zoning), continued	LARGE SCALE ACTIVITIES: ESSENTIAL SERVICES; RSD's; ALL OTHERS: 152.080, 152.095, 152.147-.149, 152.052-.056 Except as listed below	\$500 + \$40 per hour (up to \$1000)		
	Golf Courses	\$500 + \$40 per hour (up to \$1000)		
	Mining/Reclamation	\$500 + \$40 per hour (up to \$1000)		
	Airports - Personal Use Airstrip	\$450 \$350		\$100 increase
	Airports - Other Than Personal use Airstrip	\$500 + \$40 per hour (up to \$1000)		
	EAW/EIS AUAR Process	\$500 fee plus escrow of \$1000 to reimburse staff costs at \$40 per hour. Escrow shall be increased if staff costs exceed \$1000. The County shall have the right to contract for services to prepare the documents. Applicant shall escrow the estimated cost of such contract and shall pay the full cost of completing the study if the estimate is exceeded.		
	<i>Publications & Information</i>			
	Research of property, demographic, or similar information requested by anyone other than the landowner or agent	County Research Fee		
	Aerial 1/2 sections 1" = 200' blue line	\$15		
	County Code	\$50		
	Large zoning map	\$30		
	Small zoning map	\$5		
	Zoning & Subdivision sections of the Code	\$15		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
LWS - Planning & Water Management/Land Management (formerly Planning & Zoning), continued	Color maps 8.5 X 11 from Comprehensive Plan, Water Plan or other reports	\$5 per map		
	Comprehensive Plan - full document	\$50		
	Land Use Element of the Plan	\$15 with colored maps; free if black & white		
	Water Management Plan	\$50		
	Water Quality Report	\$50		
	Ravine & Bluff Study- MN River	\$50		
	Crow River NRI	\$50		
	CD's	\$5		
	Quality of Life	\$10		
Library	<i>Unreturned Materials & Supplies</i>			
	<i>Hardback</i>			
	Adult Non-Fiction	\$25		
	Adult fiction	\$25		
	Juvenile fiction & Non-Fiction	\$15		
	Paperback	\$8 (adult) \$5 (juvenile)		
	Audio Cassettes	\$25		
	Compact Disc	\$25		
	Video Cassettes/DVD's	\$25		
	Magazines	\$5		
	Lost Library Card	\$1		
	Damaged or Lost Barcode	\$0.50		
	Compact Disc Cases	\$2		
	Photocopies - Black & White	\$0.10 per page		
	Photocopies - Color	\$0.50 per page		New
	Processing Fee	\$2		New
	Telefax Machine	\$1 per page		
	<i>Overdue Fines</i>			
	Video Cassettes/DVD's	\$1 per item per day		
	All other items	juvenile \$0.10 per day Adult \$0.30 per day		
	<i>Maximum Fine on Overdue Materials</i>			
	Adult Fiction and Non-Fiction	\$6		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Library, continued	Adult Paperbacks	\$6		
	Juvenile Fiction & Non-Fiction	\$2		
	Juvenile Paperbacks	\$2		
	Compact Discs	\$6		
	Adult and Juvenile Audio Cassettes	\$6		
	Video Cassettes/DVD's (1 week)	\$6 (adult) \$2 (juvenile)		
	Magazines	\$6 (adult) \$2 juvenile		
Public Health	<i>Intermittent Home Visits</i>		\$200-\$300 Annually Department Wide	Changes will have little impact on rev.
	PHN/RN	\$125 per visit		
	<i>Health Promotion</i>			
	Group Classes	\$75 per hour per trainer		
	<i>Private Pay Fees at Immunization Clinics</i>			
	Diphtheria and tetanus (DT) - Pediatric	\$30 \$31		
	Diphtheria, tetanus and pertussis (DTaP) - Pediatric	\$30		
	Hepatitis A – Adult	\$40		
	Hepatitis A – Pediatric	\$30		
	Hepatitis B – Adult	\$55		
	Hepatitis B – Pediatric	\$25		
	Haemophilus influenzae type b (Hib)	\$35 \$36		
	HPV (Gardasil)	\$135		
	Influenza – fluMist	\$30		
	Influenza – injectable	\$20		
	Mantoux	\$15		
	Measles, mumps, rubella (MMR)	\$55 \$54		
	Meningococcal (Menactra or Menomune)	\$100 \$95		
	Pediarix (DTaP, IPV, HBV)	\$65		
	Pneumococcal - Adult PPV23	\$40		
	Polio (IPV)	\$35		
	Prevnar (pediatric pneumococcal conjugate PCV7)	\$80 \$79		
	Proquad (MMR/VAR)	\$135		
	Rota Teq	\$75		
	Tetanus and Diphtheria (Td) – Adult	\$30		
	Tetanus, diphtheria, pertussis (Tdap)	\$50		
	Varicella (chickenpox)	\$80		
	<i>MNVFC (Minnesota Vaccines for Children) Fees - Children</i>			
	DT	\$14		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments	
Public Health – Continued	DTaP	\$14			
	HepA (ped/adolescent)	\$14			
	HepB (ped/adolescent)	\$14			
	Hib	\$14			
	HPV (Gardasil)	\$14			
	Influenza - fluMist	\$14			
	Influenza - injectable (6 mos - 18 years)	\$14			
	Measles, mumps, rubella (MMR) - Pediatric	\$14			
	Pediarix (DTaP, IPV, HBV)	\$14			
	Polio (IPV)	\$14			
	Prevnar (pediatric pneumococcal conjugate PCV7)	\$14			
	Proquad (MMR/VAR)	\$14			
	Rota Teq	\$14			
	Td/Tdap	\$14			
	Varicella (chickenpox)	\$14			
	<i>Other – Public Health Nuisance Abatement*</i>	Based on Statute			
	Public Works - Parks				
<i>Lake Minnewashta & Baylor Park Entrance Fees</i>					
Daily Vehicle Permit		\$5 \$4	\$1 per permit	Increased from \$4	
Daily Bus Permit		\$25			
Unannounced Bus at the Gate		\$50			
Annual Vehicle Permit		\$22 \$20	\$2 per permit	Increased from \$20	
Second Annual Vehicle Permit		\$11 \$10	\$1 per permit	Increased from \$10	
Park Pass Assistance Program Annual Vehicle Permit (for persons on economic assistance from Carver County)		\$5			
<i>Special Use Permits</i>					
<i>Special Events (Fireworks Display, Large Group Events)</i>					
Monday-Thursday & off-season (day after Labor day to day before Memorial Day)		\$225			
Friday-Sunday & holidays - up to 250 participants		\$250			
251-500 participants Monday-Thursday and off-season	\$450 \$400	\$50 per permit	Increased from \$400		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Public Works - Parks, Continued	251-500 participants weekend & holidays	\$500		
	501-more participants Monday-Thursday and off-season	\$675 \$600	\$75 per permit	Increased from \$600
	501-more participants weekends and holidays	\$750		
	Photography Permit	\$150 per day		
	Video Shoot	\$200 per day		
	Unusual Video Shoot	\$500 minimum		
	Meets	\$20 per team		
	Additional trash	Actual Cost + 10% (coordination fee)		
	Portable toilet	Actual Cost + 10% (coordination fee)		
	<i>Group rate (Available to groups meeting requirements outlined in Ordinance No. 30)</i>			
	<i>Camping</i>			
	<i>Group Camping Site</i>			
	Weekdays	\$1 per participant		
	Weekends	\$1 per participant		
	<i>Primitive camping Site</i>			
	Weekdays	\$9 per day		
	Weekends	Group rate not available for weekends		
	<i>Utility Camping Site</i>			
	Weekdays	\$10 per day		
	Weekends	group rate not available on weekends		
	<i>Picnic Shelters</i>			
	Weekdays			
	Less Than 100 persons	\$20 includes reservation fee + \$50 damage deposit		
	More Than 100 People	\$30 includes reservation fee + \$50 damage deposit		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Public Works - Parks, Continued	Admittance Fees (Lake Minnewashta & Baylor)			
	Weekdays Weekends 50 People or less	\$.50 person/day \$.75 person/day \$25		Changed to flat fee from former charge of \$0.50 per person
	51-100 People	\$50		
	101-150 People	\$75		
	151-200	\$100		
				Increase \$25 for each increment of 50 people, or \$.50 per person per day
	<i>Weekends</i>			
	Less Than 50 People	\$37.50		
	51-100 People	\$75		
	101-150 People	\$112.50		
	151-200 People	\$150		
				Increase \$37.50 for each increment of 50 people, or \$0.75 per person per day
	<i>Shelter Rentals (All But #5)</i>			
	<i>Weekend</i>			
	Less Than 100 People	\$55 (includes reservation Fee and activity bag)		
	More Than 100 People	\$80 (includes Reservation Fee and activity bag)		
	<i>Weekday</i>			
	Less Than 50 People	\$40 (includes Reservation Fee, parking permits, and activity bag)		
	51-100 People	\$60 (includes reservation Fee, parking permits and activity bag)		
	More Than 100 People	\$45 (includes Reservation Fee and activity bag)		
	<i>Park Activities Building Shelter #5</i>			
	Weekdays Only (Group Rate)	\$80 (includes Reservation Fee)		
	Weekdays (Non-Group rate)	\$105 (includes Reservation Fee)		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Public Works - Parks, Continued	Weekends (Non-Group Rate)	\$150 (includes Reservation Fee and activity bag)		
	Shelter Cancellation Fee	50% of User Fee		
	Shelter Damage Deposit	\$50		
	<i>Lake Waconia Park Beach Entrance Fees</i>	Daily and annual parking permits apply		
	<i>Baylor Park Camping Fee (with vehicle permit)</i>			
	Reservation Fee	\$5 reservation		
	Site/night cancellation	\$5		
	Per night utility site camping permit	\$20		
	Per night primitive site camping permit	\$14		
	Firewood bundles (5-7 pc.)	\$4		
	Long Term Camping, 6 or greater consecutive days	\$17 per night Utility Sites (85%) 15% discount \$12 per night primitive sites (85%) 15% discount		
	Dump Station	\$8		
	<i>Baylor Park Community Room Fees</i>			
	Before 6PM + vehicle pass requirement	\$150 (or \$250 all day use with parking free) Includes reservation Fee		
	After 6PM - free vehicle passes issued	\$150 (includes reservation Fee)		
	Damage Deposit	\$50		
	Cancellation Fee	50% of User Fee		
	Open Play Space/Field Facilities	\$7.50 per game or practice		
	<i>Cross Country Ski Gear Rental (skis, poles, boots; vehicle permits required)</i>			
	Adult - First Hour of Use	\$4		
	Each Additional Hour of Use	\$1		
	Children (under 15 years old) - First Hour of Use	\$3		
	Each Additional Hour of Use	\$1		
	Snow Shoes	Same as Cross Country ski gear		
	Paddle Boat	\$3 per half hour		
	Canoe	\$3 per half hour		
	Canoe Storage Fee	\$15 Annual		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Public Works - Parks, Continued	Activity Bags	\$5		
	Violations of Ordinance No. 30	\$20 + \$10 Court Filing Fee (plus State Fees)		
<i>Note: For fee purposes, a weekend is Friday through Sunday and a weekday is Monday through Thursday.</i>				
Public Works - Surveyor	Plat Checking and Mapping Fee	\$300 per plat + \$20 or residential condo unit + \$5 per detached garage unit		
	Minor subdivision description review	\$50		
	Torrens application survey/description review	\$300 flat rate		
	<i>Products</i>			
	Parcel map print (11" X 17" paper)	\$15 or \$20 with aerial photography		
	Parcel map print (22" X 34" paper)	\$20 or \$40 with aerial photography		
	Public Land Survey Record Copy (8.5" X 11")	\$2		
	<i>Archive Map Prints</i>			
	<i>8.5" X 11" to 11" X 17"</i>			
	Black and White	\$10		
	Color	\$20		
	Plat manual (spiral bound book)	\$10		
	<i>Digital Sales Survey Survey Parcel Map Data AutoCAD Format</i>			
	Quarter section	\$20		
	Half Section	\$30		
	Full Section	\$50		
	DXF Format 2 ft. Interval Contours	\$75 set-up + \$10 per acre	\$750 total anticipated annual revenue	This fee is in line with a similar product distributed through the GIS office.
	County-wide half section parcel map data on CD (signed license agreement required)	\$300		
	<i>PDF Format</i>			
	Half section parcel maps (by e- mail only)	\$15, \$20 with aerial photography	\$100 total anticipated annual revenue	This fee is to match the parcel map print 11" X 17" paper fee.

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Public Works - Surveyor, Continued	County-wide half section parcel map data on CD (signed license agreement required)	\$200		
	<i>Internet Annual Subscription</i>	\$300		
	<i>Includes: Continuous access to current</i>			
	Half-section maps in PDF format			
	County-Wide digital parcel data in AutoCAD format			
	PLS corner ties			
	PLS monument coordinates			
	PLS plats and notes (subject to availability)			
	Other survey documents and data			
	Signed license agreement required			
Recorder				
<p><i>Note: On all deeds and mortgages where state deed tax and state mortgage registry are due, there is also a state mandated \$5 agricultural preservation fee. This fee should be included in either the state deed tax or mortgage registry tax fee and not in the recording fees. *By Ordinance adopted June 22, 2004 by County Board a \$100 GIS Impact Fee was added.</i></p>				
	<i>Abstract Department</i>			
	Recording document	\$46 (see note above)		
	Multiple satisfactions, partial releases, and assignments	\$46 with 4 document citations or less \$10 additional for each document cited over 4		
	Well disclosure statement	\$30		
	Plat	\$56 + \$100 GIS fee*	(Decrease \$7,400)	Recorder is no longer able to collect this fee due to new State statutes.
	Amended: Floor plan (515), Condominium (515A), CIC Plat or amend (515B)	\$0.50 per apartment or unit with a \$56 minimum		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Recorder, continued</i>	Non-certified copy	See non-statutory fees below		
	Certified copies	\$10 per document (flat fee)		
	Fax copies	See non-statutory fees below		
	Copy of an official plat	\$10		
	Add certification	\$5		
	Copy of floor Plan (515), Condominium (515A), CIC Plat (515B)	\$1 per page; \$10 minimum		
	Non-certified copy or duplicate original. Must be submitted with original recording. Upon receipt mark "Duplicate" or "Copy" and show recording date; Show document number assigned to original, if available; return immediately	\$2		
	<i>Torrens Department</i>			
	Original Certificate of Title or first CPT	\$46 + Assurance Fund Fees		
	Document Transferring Certificate	\$46 (see note above); \$20 for each new certificate thereafter		
	Plat	\$56 + \$100 GIS Fee*; \$20 for each new certificate thereafter		
	Entry of Memorial Per Certificate	\$46 (see note above); \$20 for multiple certificate entries thereafter		
	Residue OR new additional certificate	\$40		
	Exchange Certificate	\$20 per each cancelled certificate; \$20 per each new certificate		
	Amendment to Declaration	\$46; \$20 per multiple certificate entries thereafter		
	Amended Floor Plan	\$46 + \$100 GIS Fees*		
	CECT	\$40		
	Amendment to CIC declaration and plat	\$46; \$20		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Recorder, continued</i>	Condominium or CIC plat or amendment	\$56 + \$100 GIS Fee*		
	Section 515B CIC affecting 2 or more units	\$46 per first 10 affected certificate; \$10 per each additional affected certificate		
	For filing of a certified copy of a plat of the survey pursuant to section 508.23 or 508.671	\$46		
	Certified copy of Registered Land Survey	\$15		
	Condition of Register	\$50		
	Non-certified copy of Certificate of Title	see non-statutory fees below		
	Well Disclosure Certificate	\$30		
	Non-certified copy	see non-statutory fees below		
	Certified Copies	\$10 per document (flat fee)		
	Fax Copies	see non-statutory fees below		
	Copy of an official plat	\$10		
	Add certification	\$5		
	Copy of floor Plan (515A) CIC Plat (515B)	\$1 per page \$10 minimum		
	Non-certified copy or duplicate original. Must be submitted with original recording. Upon receipt mark "Duplicate" or "Copy" and show recording date; Show document number assigned to original, if available; Return immediately	\$2		
	Federal Tax Liens	\$46		
	State tax Lien	No charge		
	State Tax Lien Release	\$30		
	<i>Carver County Non-Statutory Fees</i>			
	Copy of Document	\$1 per page		
	Computer Reports	\$1 per page		
	Plat, Registered Land Survey, CICF Copies (small)	\$1 per page		
	Fax Copies	\$5 + \$1 per page		
	Certified mail	\$5		
	Microfiche Duplicates	\$5 per microfiche		
	Tax Lien search by phone	\$20 per name		
	Tract Index search by Phone	\$20 per parcel		
	Lot size request	\$20 per parcel		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Recorder, continued	deposit of papers pursuant to M.S. 600.23	\$100 per person per year		
	Genealogy searches	\$20 per search + cost of copies		
Risk Management	<i>Coroner Fees</i>			
	Cremation Approval	\$35		
	Civil Attorney Conference	\$250 per hour; \$250 minimum		
	Body Bag Reimbursement	\$11 per bag		
	Photocopies	\$1.07 per page		
	Autopsy report Final Summary External Exam	\$14.02 per case pull (staff time)		
	Body Storage	\$50 per body		
	Copies of Autopsy Photos on CD Rom	\$5 per disk		
Sheriff	Accident reports	\$0.25 per page		
	<i>Alarm Fees (False)</i>			
	4th Alarm Each following alarm increases by \$50; Cap at \$500	\$50		
	Offense/Incident Report	\$0.25 per page; \$0.50 per 2-sided document		
	Additional pages	\$0.25 per page; actual cost for over 100 pages		
	Initial Complaint report	\$0.25		
	Miscellaneous Documents	\$0.25 per page; \$0.50 per 2-sided document		
	<i>Photos</i>			
	3 X 5	\$1.50		
	4 X 6	\$1.75		
	5 X 7	\$5		
	8 X 10	\$10		
	<i>Conceal/Carry Permit</i>			
	New	\$100		
	Change of Address or Replacements	\$10		
	renewal	\$75		
	Late Fee	\$10		
	Emergency Permit	No Charge		
	<i>Civil</i>			
	Legal Not Founds	\$25		
	Mileage (roundtrip)	\$0.50 per mile		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Sheriff, continued</i>	Posting of Notices	\$25 + mileage		
	Request of Process Returned	\$25 + mileage		
	Service of Process Fee	\$25 ⁽¹⁾		
	Writ of Execution Commission Fee	5% of amount collected ⁽²⁾		
	MN Domestic Protection Orders	no charge		
	MN Harassment Orders	No charge		
	Replevin	\$75 + mileage & deputy time if over 1 hour extra		
	Securing properties on seizures	\$75 + mileage & deputy time if over 1 hour extra		
	<i>Redemptions</i>			
	Redemption of Property (recorded fee holder and all others)	\$250		
	Filing of Notice of Intent to Redeem	\$100		
	Filing of post-redemption documents	\$20		
	<i>Sales</i>			
	Mortgage Foreclosure Sales	\$50		
	Lien Sales (mechanical or warehouseman)	\$50		
	Uniform Commercial Code	\$50		
	Abandoned Property	\$50		
	Judgment and Degree	\$50		
	Execution	\$50		
	Writ of Attachments (seizure)	\$75 + mileage & deputy time if over 1 hour extra		
	Writ of execution (seizure)	\$35 per hour each deputy		
	Writ of recovery (inventory)	\$35 per hour each deputy & mileage		
	Report of sale or certificate	\$25		
	<i>Other</i>			
	911 Call recordings	\$10 per cassette + \$30 research fee		
	911 Call recordings - Transcribed	\$25 for first half hour + \$25 each additional hour (in additional to \$10 per cassette + \$30 research fee)		
	Approving bond	\$50		
	Filing Fees	\$49		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
Sheriff, continued	Storage of Impounded Vehicles Fee	\$10 per day		
<p>Notes: 1. If priority service is requested (within 4 hours of receipt at Sheriff's Office), requestor MAY be required to pay for 1 hour of Deputy's time, plus regular service and mileage fees; 2. 5% of gross collected, or 5% of any settlement occurring after the Sheriff's Office has taken any action on the Writ of Execution; 3. The non refundable \$250 fee must be paid at least 2 business days prior to the scheduled redemption.</p>				
	Jail			
	Inmate Medical	Will be billed as accrued		Jail will be invoicing inmate as medical bills are accrued per MS 641.12 and 641.15.
	Mantoux - other agency	\$15 \$8	\$7 increase	
	Inmate Prescription refill	\$5 \$3		Amount can be difficult to collect
	Jail record Copies (public)	\$0.25 per page		
	Inmate Copies (request from inmate)	\$0.25 per page		
	Cell Upgrade	10 per two weeks		
	Booking Fee	\$10		
	Medical Co-pay	\$3		
	WR - Mantoux	\$20		
	WR - UA Screen	\$20		
	Fingerprint cards (Carver County Resident)	no charge		
	Fingerprint cards (non-Carver County Resident)	\$15 per card		
	Home monitoring	\$20		
	Home monitoring with breath test	\$20		
	Adult Inmate Boarding Fee (except by contract)	\$55 per day \$70		Amount is set by industry standards and is difficult to project revenue collected
	Juvenile Detention Center Housing	\$145 per day		
	Work release Inmates (in County)	\$20 per day		
	Inmate Population Register	\$10 per week		
	Pay for stay	\$20 per day		

Department	Fee For Service Item (*Statutorily Set)	Current Fee	Est. Ann. Revenue Increase	Notes/Comments
<i>Treasurer</i>	PID # Searches	\$2		
	Tax Information (Escrow Agents)	\$2 per parcel		
	Manufactured Home Collection Fee for Delinquent Taxes	\$30 per parcel for year one; \$15 per parcel for each additional year plus cost of lien filing and lien release at time of filing.		
<i>U of MN Extension Service</i>	Parents Forever Divorce Education Fee	\$80 \$70 per person	Increase of \$10 per person	Increased from \$70 per person
	University Educational Programs	\$5-\$100 per session		
	Conference Room (no charge for County departments) Satellite Hook-up (No charge for County departments) Satellite Program Taping (County department provide tape) Publication/Program Books	\$75/day \$100 damage deposit \$75/day \$30 \$.50 \$5		New location without a conference room that is used by for- profit organizations
County-wide	Total estimated increase in revenue		\$75,000 to \$80,000	This will not appear on actual schedule

ENCORE ADULT DAY SERVICES PROGRAM SLIDING FEE SCHEDULE

2007

DAILY RATE= \$66.50

FAMILY OF 1: ANNUAL GROSS INCOME	FAMILY OF 1: DAILY FEE
*Current Federal Poverty Guideline Figure to \$14,202	\$14.00
*Current Federal Poverty Guideline Figure to \$13,889	\$13.75
\$14,203-\$18,292 \$13,890-\$17,889	\$24.00 \$23.45
\$18,293-\$21,461 \$17,900-\$20,988	\$34.40 \$33.65
\$21,462-\$24,617 \$20,989-\$24,074	\$44.85 \$43.85
\$24,618-\$32,504 \$24,075-\$31,787	\$57.25 \$56.00
Over \$32,504 Over \$31,787	\$66.50 \$65.00
<i>Hourly rate: For those who attend less than or more than a regular full day- 6 hours</i>	\$15.00/hour \$14.00
<i>Hourly rate for individual paying full fee/rate and attending only part of a day</i>	

FAMILY OF 2: ANNUAL GROSS INCOME	FAMILY OF 2: DAILY FEE
*Current Federal Poverty Guideline Figure to \$18,688	\$14.00
*Current Federal Poverty Guideline Figure to \$18,276	\$13.75
\$18,689-\$24,051 \$18,277-\$23,521	\$24.00 \$23.45
\$24,052-\$28,178 \$23,522-\$27,557	\$34.40 \$33.65
\$28,179-\$33,136 \$27,558-\$32,405	\$44.85 \$43.85
\$33,137-\$42,621 \$32,406-\$41,681	\$57.25 \$56.00
Over \$42,621 \$41,681	\$66.50 \$65.00
<i>Hourly rate: For those who attend less than or more than a regular full day- 6 hours</i>	\$15.00/hour \$14.00/hour
<i>Hourly rate: For those paying full fee/rate and attending only part of a day</i>	

*Fluctuates with current Federal Poverty Guidelines

Current figures for Family of 1-\$9570/year. As of May 1, 2006: \$9800/year

figures for Family of 2-\$12,830/year. As of May 1, 2006: \$13,200/year

Current figures for Family of 1-\$9570/year.

Current figures for Family of 2-\$12,830/year.



REQUEST FOR BOARD ACTION

AGENDA ITEM : Increase in Administrative Aide position hours.

Originating Division: Attorney

Meeting Date: 12/19/06

Amount of Time Requested: 5 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: The Administrative Aide position is being reviewed per process with consultant. This position will be taking on direct supervisory duties along with all responsibility for our records management. This position can only do these additional tasks with an increase of 8 hours. This increase will make this a full-time contracted FTE - benefits are already provided at the current 32 hours/week. This position is appointed under statute for the elected County Attorney and has a contract that runs with the elected official. The additional 8 hours will be budgeted for 2007 with the lag in hiring time for new positions (2.5) and the expected two month vacancy in the Law Office Administrator position (accepted the Emergency Management/Risk Manager position as of Jan. 8).

ACTION REQUESTED: Motion to approve an additional 8 hours for Administrative Aide/Supervisor position making it a full-time contracted FTE.

FUNDING

County Dollars = \$10,500.00

Other Sources & Amounts =

= \$

TOTAL = \$10,500.00

Related Financial Comments:

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other: Additional hours will not start until 1/1/07

Reviewed by Division Director

Date: 12/11/06



REQUEST FOR BOARD ACTION

AGENDA ITEM : Reorganization of Auditor, Treasurer, and Recorder Duties

Originating Division: Administration

Meeting Date: 12/19/06

Amount of Time Requested: 60 Minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: The attached resolutions and related documents outline the final step in the reorganization of the Auditor, Treasurer, and Recorder Offices. Administration will review the proposed related reorganization and provide detail on the changes.

ACTION REQUESTED: Motion to approve Reorganization of Auditor, Treasurer, and Recorder Duties resolution.

FUNDING

County Dollars = \$

Other Sources & Amounts = \$

TOTAL = \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other: Included in 2007 budget.

Related Financial Comments: See attached documents.

Reviewed by Division Director

Date: 12/14/06



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Reorganization of Auditor, Treasurer, and Recorder Duties

Date: December 19, 2006

Resolution No: _____

Motion by Commissioner: _____ Seconded by Commissioner: _____

WHEREAS, pursuant to Laws of Minnesota 2006, Chapter 173, the Carver County Board of Commissioners approved Resolution #36-06 making the offices of Carver County Auditor, Treasurer, and Recorder appointed rather than elected effective the day following the completion of the term of office of the person elected to be County Auditor, Treasurer, and Recorder at the last County general election (January 1, 2007); and

WHEREAS, the Carver County Board of Commissioners may hire County employees to discharge all of duties required by law to be performed by the Carver County Auditor, Treasurer, and Recorder, as well as any other duties assigned by the County Board; and

WHEREAS, the County Auditor, Treasurer, and Recorder have expressed an interest in preserving their and their deputies ability to continue in County employment following the expiration of their current terms of office, should they desire to do so; and

WHEREAS, the citizens of Carver County shall benefit by the reorganization of duties and related employment of the County Auditor, Treasurer, and Recorder and their deputies due to their expertise and ability to fulfill required duties; and

WHEREAS, the County Administrator was directed to report back to the County Board with a specific recommended organizational structure and actions of the Board.

NOW, THEREFORE, BE IT RESOLVED, by the Carver County Board of Commissioners that Carver County Government shall be administered primarily through the functional areas shown on the attached organizational charts (Attachment A) which includes the creation of a Property Records and Taxpayer Services Division and the movement of the County Assessor department from the Land and Water Services Division to the Property Records and Taxpayer Services Division; and

BE IT FURTHER RESOLVED, that the related changes to positions listed on Attachment B are hereby adopted effective January 1, 2007; and

BE IT FURTHER RESOLVED, that the Carver County Board of Commissioners hereby approves employment offers to respective individuals and approves related terms and conditions of employment as summarized in Attachment C; and

BE IT FURTHER RESOLVED, that if an employment offer is not accepted by 4 p.m. on December 22, 2006, the statutory duties, powers, and responsibilities currently assigned to the respective vacant position shall be assigned by the County Administrator as of January 1, 2007 to be assigned as is appropriate; and

BE IT FURTHER RESOLVED, that the County Administrator shall fulfill the duties of the Financial Services Division Director on an interim basis effective immediately due to the current vacancy in that position; and

BE IT FURTHER RESOLVED, that the statutory duties, powers, and responsibilities of the County Auditor relating to warrants shall be assigned to the Financial Services Division Director effective January 1, 2007; and

BE IT FURTHER RESOLVED, that the statutory duties, powers, and responsibilities of the County Treasurer relating to cash management and investment duties shall be assigned to the Financial Services Division Director and will be delegated to the Investment Manager as appropriate effective January 1, 2007; and

BE IT FURTHER RESOLVED, that all other statutory duties, powers, and responsibilities currently assigned to the County Treasurer as well as all other statutory duties, powers, and responsibilities currently assigned to the County Auditor shall be assigned to the Property Records and Taxpayer Services Division Director and will be delegated to the Taxpayer Services Manager as appropriate effective January 1, 2007; and

BE IT FURTHER RESOLVED, that the statutory duties, powers, and responsibilities currently assigned to the County Recorder shall be assigned to the Property Records and Taxpayer Services Division Director and will be delegated to the Property Records Manager as appropriate effective January 1, 2007.

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

STATE OF MINNESOTA
COUNTY OF CARVER

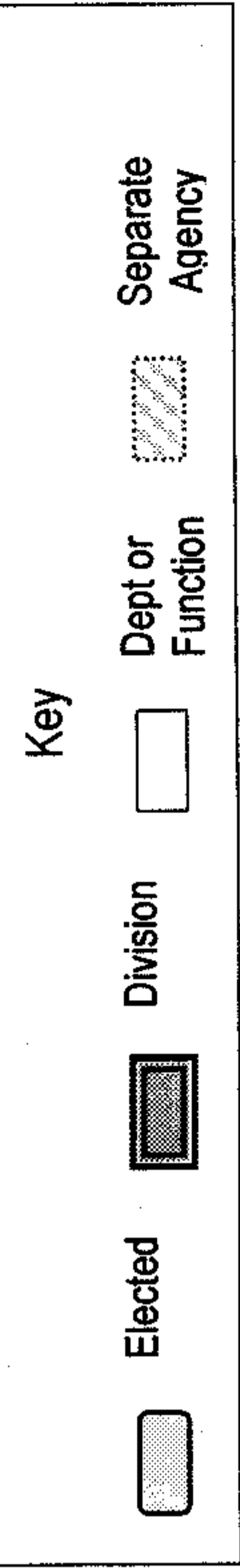
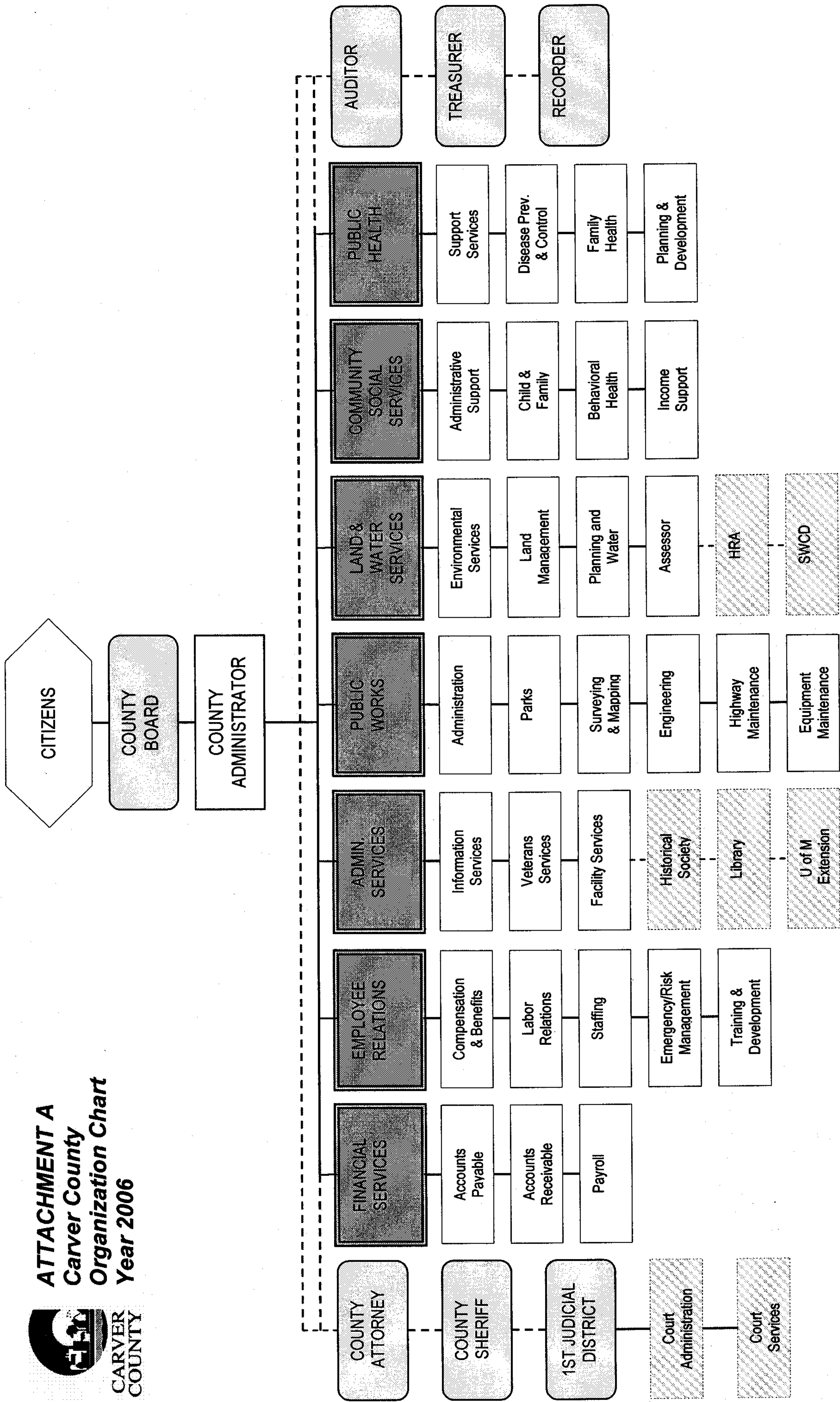
I, David J. Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 19th 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 19th day of December, 2006.

 County Administrator

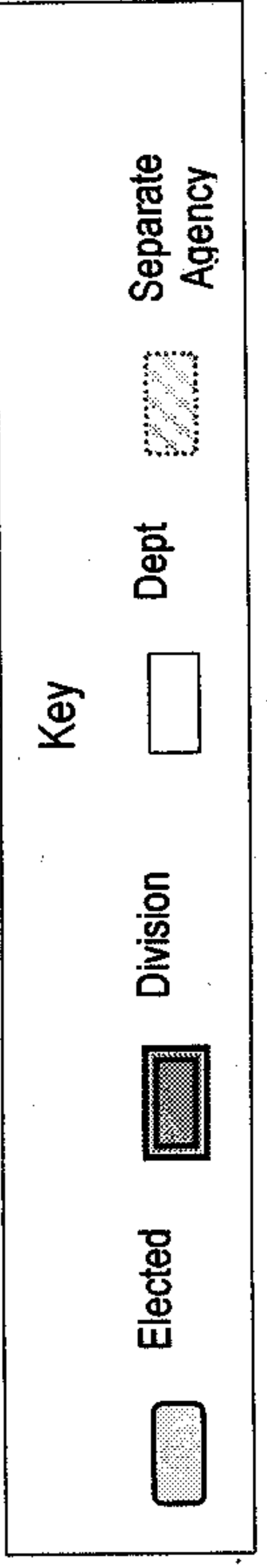
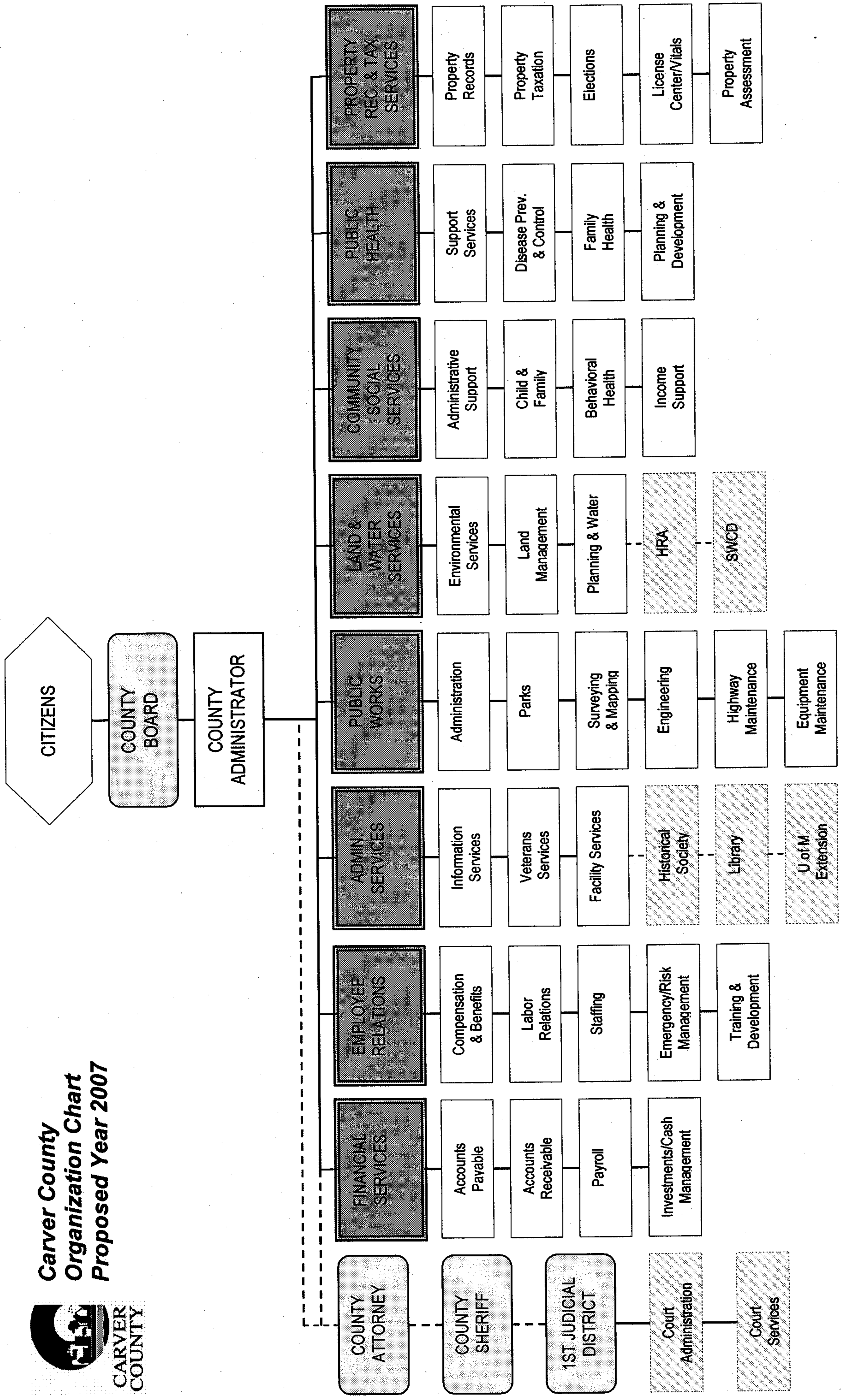


ATTACHMENT A
Carver County
Organization Chart
Year 2006



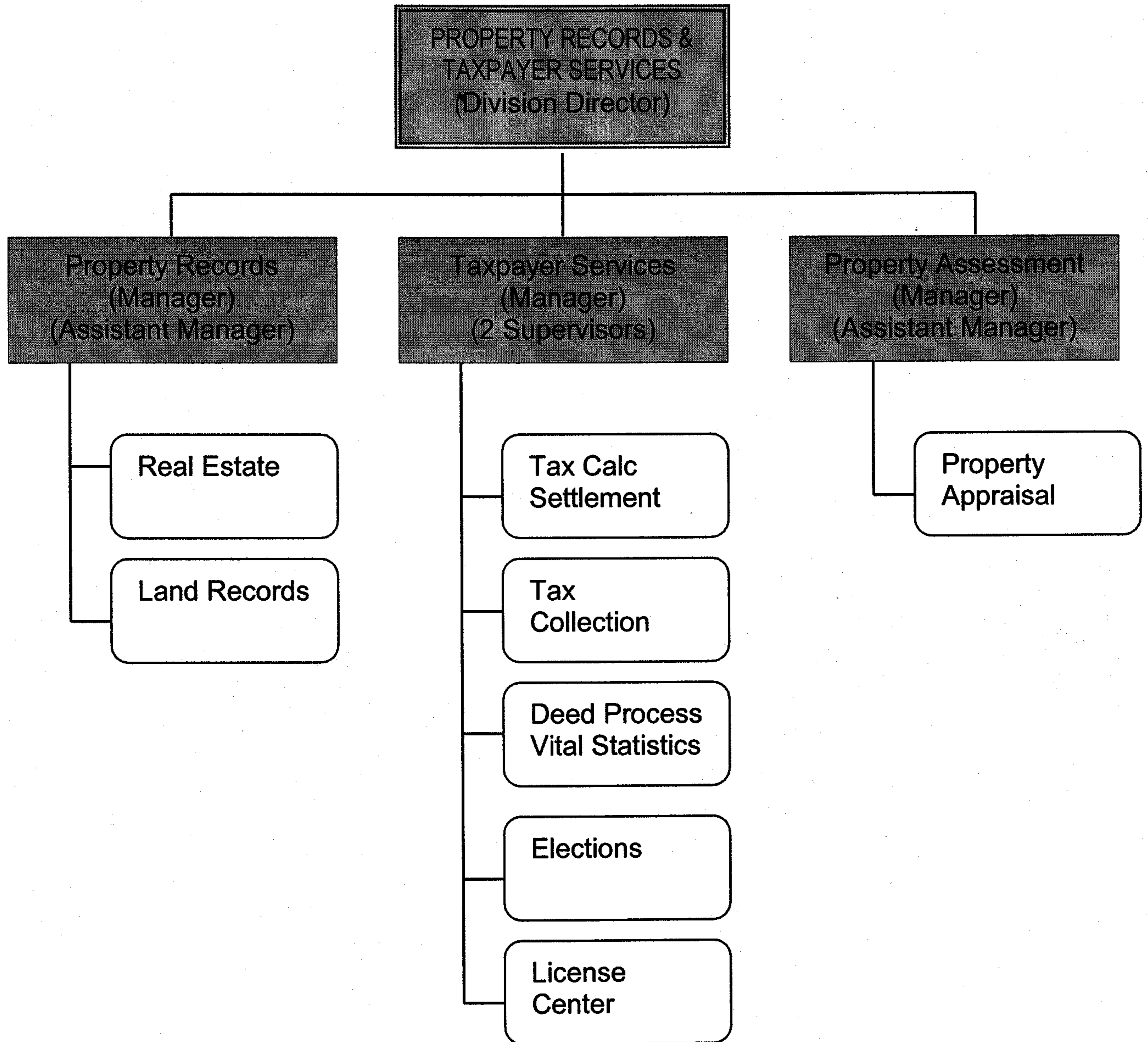


**Carver County
Organization Chart
Proposed Year 2007**



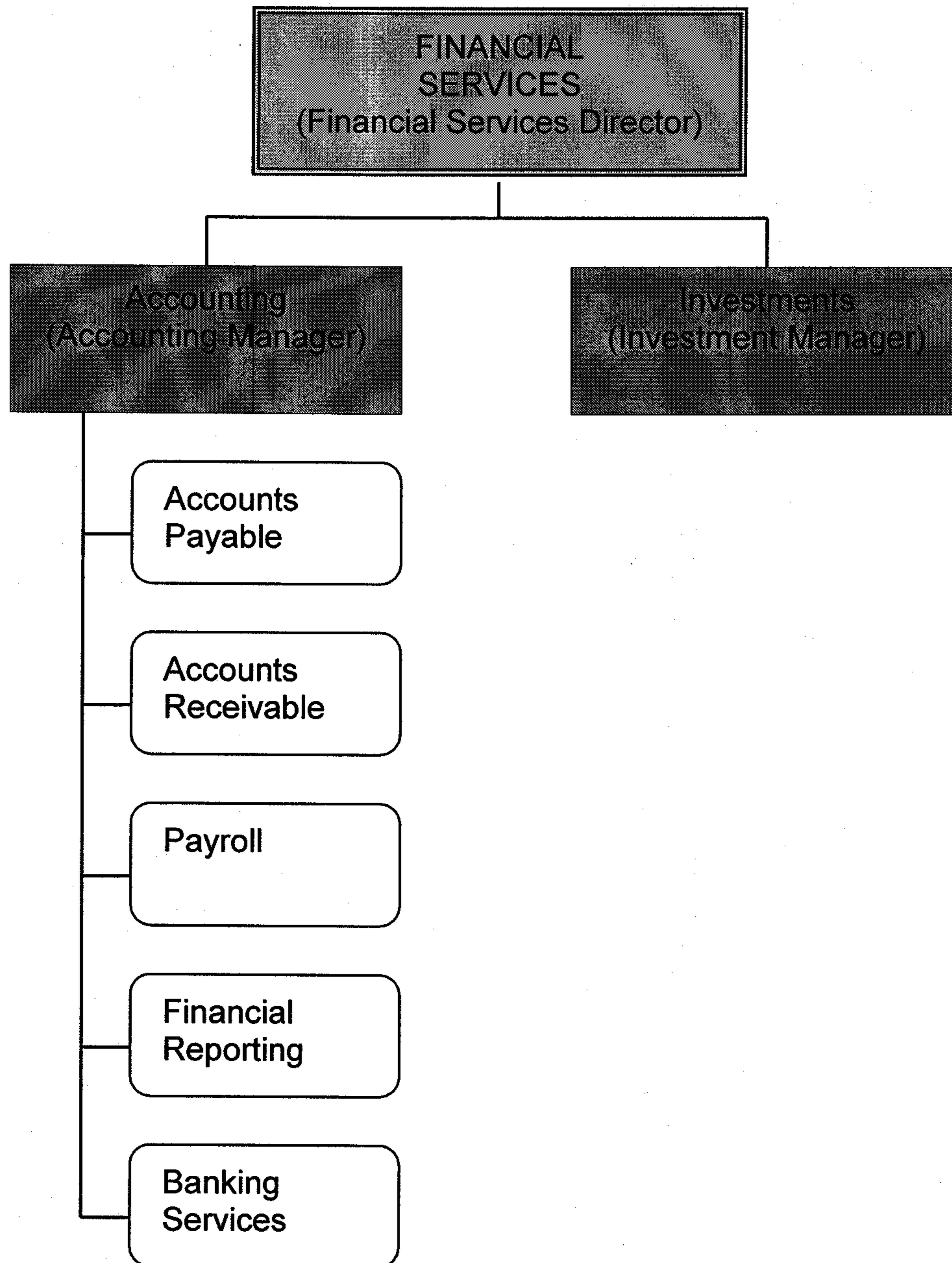


**Property Records & Taxpayer Division
Organization Chart
Proposed Year 2007**





**Financial Services Division
Organization Chart
Proposed Year 2007**



The Reorganization of the Auditor's, Recorder's and Treasurer's Offices to Property/Tax/Record Services Division and to the Financial Services Division

Attachment B Elected Position's Transition to Appointed

Position	Requested FTE	Grade / Proposed Step	Requested Net (\$)	Approved Net (\$)
Elected Auditor	(1.00)	Elected	(\$103,205.27)	\$4,367.29
Prop. Records & Taxpayer Svcs. Director	1.00	20 / 8	\$107,572.55	
Deputy Auditor	(1.00)	16 / 10	(\$98,967.54)	\$5,398.77
Taxpayer Services Manager	1.00	18 / 10	\$104,366.30	
Elected Recorder	(1.00)	Elected	(\$101,160.29)	\$0.00
Property Records Manager	1.00	16 / Frozen	\$101,160.29	
Assistant Recorder	(1.00)	12 / 10	(\$69,969.04)	\$0.00
Assistant Property Records Manager	1.00	10 / Frozen	\$69,969.04	
			Net Request Cost (\$)	Net Approved Cost (\$)
			\$9,766.05	\$9,766.05

Position's Transitioning to Financial Services

Elected Treasurer	(1.00)	Elected	(\$96,362.88)	(\$39,707.88)
Investment Manager	0.50	15/ Frozen	\$56,655.00	
Deputy Treasurer	(1.00)	12 / 8	(\$64,467.80)	\$0.00
Cash Management Coordinator	1.00	9 / Frozen	\$64,467.80	
			Net Request Cost (\$)	Net Approved Cost (\$)
			(\$39,707.88)	(\$39,707.88)

Reorganization and Growth

Tax Clerk	(1.00)	11 / 10	(\$70,088.35)	\$10,130.37
Taxation Supervisor	1.00	13 / 10	\$80,218.72	
Land Records Clerk	(1.00)	6 / 4	(\$46,388.19)	\$5,028.75
Tax Settlement Clerk	1.00	8 / 4	\$51,416.95	
License Clerk (additional)	0.50	6 / 4	\$18,216.85	\$18,216.85
Election Technician (additional)	1.00	8 / 4	\$51,416.95	\$51,416.95
			Net Request Cost (\$)	Net Approved Cost (\$)
			\$84,792.92	\$84,792.92

			Total Net Request Cost (\$)	Total Net Approved Cost (\$)
			\$54,851.09	\$54,851.09

**Attachment C
Auditor, Recorder & Treasurer Reorganization
Summary of Job Offers**

Role 2006 Role 2007	Auditor Property Records & Taxpayer Services Division Director	Assistant Auditor Taxpayer Services Manager	Recorder Property Records Manager	Chief Deputy Recorder Ass't Property Records Manager	Treasurer Investment Manager	Chief Deputy Treasurer Cash Management Coordinator
Name	Mark Lundgren	Laurie Engelen	Kelly Hanson	Kim Stender	Tom Kerber	Brenda Lind
2006 Salary	\$86,529	\$78,336	\$80,262	\$57,336	\$77,867	\$52,504
2007 Salary (top of new range)	\$90,365 (\$103,126)	\$83,096 (\$86,819)	\$80,262 (\$78,354)	\$57,336 (\$49,295)	\$50,000 (1/2 total compensation)	\$52,504 (\$44,374)
Employment Rules	At will	Personnel Rules & Regulations	Personnel Rules & Regulations	AFSCME CBA	Personnel Rules & Regulations	AFSCME CBA
Vacation Accruals	Offer letter terms 21 days /year	24 days / yr.	25 days / year	23 days / yr.	6 days / yr. (0.5 FTE)	15 days / yr.
Vacation on the Books as of 1/1/07	35 days	Current balance	35 days	Current balance	18 days	Current balance
Sick Leave Accruals	12 days / year	12 days / year	12 days / year	12 days / year	6 days/yr. (0.5 FTE)	12 days / year
Sick Leave on the Books as of 1/1/07	60 days	Current balance	60 days	Current balance	20 days	Current balance
Continuous Service Credit for Severance & Severance Benefit	Six (6) mo. salary if not for cause; Personnel Rules 16 yrs. of service	Personnel Rules 24 yrs. of service	Personnel Rules 27 yrs. of service	Personnel Rules 23 yrs. of service	Personnel Rules 4 yrs of service	Personnel Rules 9 yrs of service

- Salary rates indicated are those in effect for 2006, since 2007 rates have not yet been determined.
- Probationary periods are waived for all.



REQUEST FOR BOARD ACTION

AGENDA ITEM : Resolution Setting 2007 Non-Bargaining Employee Compensation

Originating Division: Employee Relations

Meeting Date: 12/19/06

Amount of Time Requested: 5 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM:

The County Board has the authority to set compensation for County employees.
A requested 3% adjustment for 2007 keeps Carver County compensation competitive in the market.

ACTION REQUESTED:

Motion to approve the Board Resolution setting 2007 non-bargaining employee compensation at a rate 3% above the 2006 rates.

FUNDING

County Dollars = \$

Other Sources & Amounts = \$

= \$

TOTAL = \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

This wage increase for non-bargaining staff amounts to approximately \$275,000 over the 2006 wages for the same staff group. The funds necessary to pay this wage increase are included in the salary contingency in the 2007 Budget.

Reviewed by Division Director
Doris M. Krogman, Employee Relations

Date: 12/10/06

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA
Resolution Setting 2007 Non-Bargaining Employee Compensation**

DATE _____
MOTION BY COMMISSIONER _____

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has authority to establish compensation levels and amend personnel rules and regulations for non-bargaining unit employees; and

WHEREAS, the Carver County Board of Commissioners intends to establish 2007 salaries and other forms of compensation for non-bargaining employees.

THEREFORE, BE IT RESOLVED, non-bargaining employees shall received the following adjustments effective January 1, 2007:

- A. A 3.0% general adjustment within pay ranges shall be implemented consistent with the County's compensation schedule.
- B. The County will maintain current insurance contributions by maintaining full single coverage with an accompanying medical pool contribution of \$30 per month or contributing up to \$920.28 per month toward the total premium of family coverage.
- C. Existing benefits and compensation levels shall be maintained during 2007 unless changed above or changed by further Board resolution.

BE IT FURTHER RESOLVED, the County will reserve the right to make other adjustments to compensation or benefits by amendment to the Carver County Personnel Rules and Regulations.

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

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 19th 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 Date



REQUEST FOR BOARD ACTION

AGENDA ITEM : Resolution Setting 2007 Elected Official Compensation

Originating Division: Employee Relations

Meeting Date: 12/19/06

Amount of Time Requested: 5 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM:

The County Board has the authority to set compensation for elected County officials including the County Attorney and the County Sheriff.

The adjustments for 2007 compensation on the Board Resolution for 2007 are reasonable based on the adjustments other Counties are considering for 2007.

ACTION REQUESTED:

Motion to approve the resolution increasing the County Attorney's 2007 compensation 3% and the County Sheriff's 2.5% increase with an additional \$50.00 per month automobile allowance for the Sheriff.

FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

TOTAL

= \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

This compensation increase for the County Attorney and the County Sheriff amounts to approximately \$7,500 over the 2006 compensation for the same individuals. The funds necessary to pay this wage increase are included in the salary contingency in the 2007 Budget.

Reviewed by Division Director
Doris M. Krogman, Employee Relations

Date: 12/10/06

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA
Resolution Setting 2007 Elected Official Compensation**

DATE _____
MOTION BY COMMISSIONER _____

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has authority to establish compensation levels for the County Attorney and the County Sheriff; and

WHEREAS, the Carver County Board of Commissioners intends to establish 2007 salaries and other forms of compensation for the County Attorney and the County Sheriff;

THEREFORE, BE IT RESOLVED, the County Attorney and the County Sheriff shall receive the following adjustments effective January 1, 2007:

- A. A 3.0% general adjustment shall be implemented for the County Attorney.
- B. A 2.5% general adjustment shall be implemented for the County Sheriff with a \$50.00 monthly increase in automobile allowance, totaling slightly less than a 3% adjustment in paid compensation.
- C. The County shall maintain current insurance contributions by maintaining full single coverage with an accompanying medical pool contribution of \$30 per month or contributing up to \$920.28 per month toward the total premium of family coverage.
- D. Existing benefits and compensation levels shall be maintained during 2007 unless changed above.

BE IT FURTHER RESOLVED, any compensation increases for year 2007 may be waived by the County Attorney or the County Sheriff upon written notification to Employee Relations.

BE IT FURTHER RESOLVED, the County will reserve the right to make other adjustments to compensation or benefits by amendment to the Carver County Personnel Rules and Regulations.

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

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 19th 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 Date



REQUEST FOR BOARD ACTION

AGENDA ITEM : Resolution Setting 2007 Commissioner Compensation

Originating Division: Employee Relations

Meeting Date: 12/19/06

Amount of Time Requested: 5 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM:

The County Board has the authority to set compensation for the County Commissioners.
A 3% adjustment for 2007 is reasonable in relation to what other local Counties are considering for 2007.

ACTION REQUESTED:

Motion to approve the Board Resolution setting 2007 County Commissioner compensation at a rate 3% above the 2006 rates.

FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

TOTAL = \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

This wage increase for Commissioners amounts to approximately \$7,000 over the 2006 wages for the same group. The funds necessary to pay this wage increase are included in the salary contingency in the 2007 Budget.

Reviewed by Division Director
Doris M. Krogman, Employee Relations

Date: 12/10/06

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA
Resolution Setting 2007 County Commissioner Compensation**

DATE _____
MOTION BY COMMISSIONER I

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has authority to establish compensation levels for the County Commissioners; and

WHEREAS, the Carver County Board of Commissioners intends to establish 2007 salaries and other forms of compensation for the County Commissioners.

THEREFORE, BE IT RESOLVED, County Commissioners shall receive the following compensation effective January 1, 2007:

- A. County Commissioner salary levels shall be set at \$42,506.66 annually.
- B. The monthly expense allowance shall be set as follows: Chair \$565; Vice Chair \$490; Other Commissioners \$465.
- D. Existing benefits shall be maintained during 2007. The County will maintain current insurance contributions by maintaining full single coverage with an accompanying medical pool contribution of \$30 per month or contributing up to \$920.28 per month toward the total premium of family coverage.

BE IT FURTHER RESOLVED, said compensation increase for year 2007 may be waived by Commissioners upon written notification to Employee Relations.

BE IT FURTHER RESOLVED, the County will reserve the right to make adjustment to benefits by amendment to the Carver County Personnel Rules and Regulations or by future Board action.

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

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 19th 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

Date



REQUEST FOR BOARD ACTION

AGENDA ITEM: Sledding Hill Operation Plan

Originating Division: Public Works/Parks

Meeting Date: December 19, 2006

Amount of Time Requested: Fifteen Minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: Staff is requesting that the County Board adopt an operations plan for the sledding hill at Lake Waconia Regional Park. The sledding hill is a use at your own risk facility.

The operations plan will include signage that states the hours of operation, provides general guidelines for use of the sledding hill. Other considerations such as access, parking location, planned maintenance activities and scheduled inspections of the sledding hill area are a part of the operations plan. Staff will present the operations plan in a Power Point format for the Board's review and consideration.

ACTION REQUESTED: Adopt the operations plan for Lake Waconia Regional Park Sledding Hill.

FUNDING

County Dollars =	\$690
Other Sources & Amounts =	\$
Metro Council Bonds =	
State Bonds =	

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

TOTAL = \$690

Related Financial Comments: Because caretakers would be assigned to open and close gates, this additional service has an approximate value of \$690. This amount would be reduced from caretaker rent received. Caretakers are not employees of the County. They provide support for park operations in consideration for reduced rental housing. Park fees received are expected to cover the additional service cost.

Reviewed by Division Director

Date:

12/11/06

File: S/Parks/BA Res\RBA Sledding Hill Operations Plan

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

Date: December 19, 2006
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

**Sledding Hill Operations Plan
and
Baylor Park Caretaker Agreement**

BE IT RESOLVED, that the Carver County Board of Commissioners approves the Lake Waconia Regional Park Sledding Hill Operations Plan.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 19th 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 19th day of December, 2006.

David Hemze

County Administrator

Lake Waconia Regional Park Sledding Hill Operations Plan

Purpose: The purpose of the sledding hill operations plan is to provide guidelines for use and operations of the sledding hill. It is a means to communicate to employees and members of the public how the sledding hill is intended to operate.

Hours of operation: When adequate snow conditions exist for sledding, the sledding hill may be open from 10:00 a.m. to 3:30 p.m. on Saturdays, Sundays and during times such as holidays and school break periods. The hill may be opened to the public at other times by appointment with the Parks Department.

The sledding hill may be closed during periods of poor snow conditions such as insufficient snow cover, ice, and during periods of inclement weather.

Gate Maintenance and Site Inspection: Caretakers from Baylor Regional Park are assigned routine opening and closing of the access gate to the sledding hill. Gates are to be opened when snow and weather conditions permit by 10:00 a.m. and closed by 3:30 p.m. on Saturdays, Sundays, holidays and at such other times as may be directed.

Caretakers are to perform site inspections to determine if there are maintenance needs, or if hazardous conditions exist before opening and before closing each day. Maintenance needs or hazardous conditions are to be reported to park staff.

Park Staff may be assigned to open gates and perform inspections at other times to provide service for the sledding hill.

Maintenance: Park maintenance staff will perform maintenance activities but are not necessarily limited to the following: snow plowing, litter removal, site inspection, grooming of hill to remove or break up hazardous conditions such as jumps/moguls, and compacted snow or ice. Maintenance staff will install signage and fencing to provide guidance for safe usage of the sledding hill.

User Guidelines: The Carver County Park ordinances apply to persons within the boundary of Lake Waconia Regional Park including fees for service schedule.

The sledding hill is a use at your own risk facility.

The use of mechanical means to return to the top of the hill or return down the hill is prohibited.

Specific guidelines are listed below:

The sledding hill is not supervised; children should be accompanied by an adult. Improper sledding practices, such as standing on or overloading sleds, may result in injury and are not permitted.

Sledding is permitted in the designated sledding runs only; sledding on other areas of the hill and park are not permitted

Return up the designated walkway to the top of the hill

Always maintain a safe distance between sleds

Wait for others to clear the bottom of the hill

Promptly and safely exit the bottom of the hill

Skis, snowboards, toboggans and sleds with runners are not allowed

No building of jumps or moguls.

Parking: Parking is permitted in the designated seasonal parking lot on the south side of the white metal pole building.

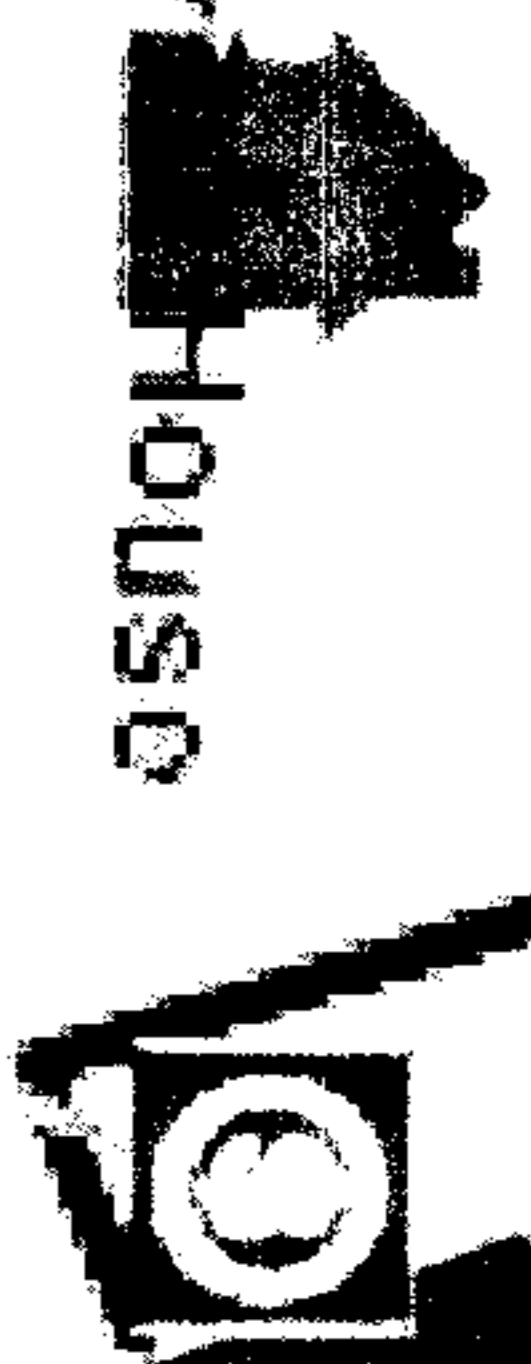
Honor Box: An honor box pay station near the seasonal parking lot has been installed to collect daily or annual parking fees.

Emergency Service: A phone has been installed at the southwest corner of the white pole building. The phone allows for 911 phone calls without payment.

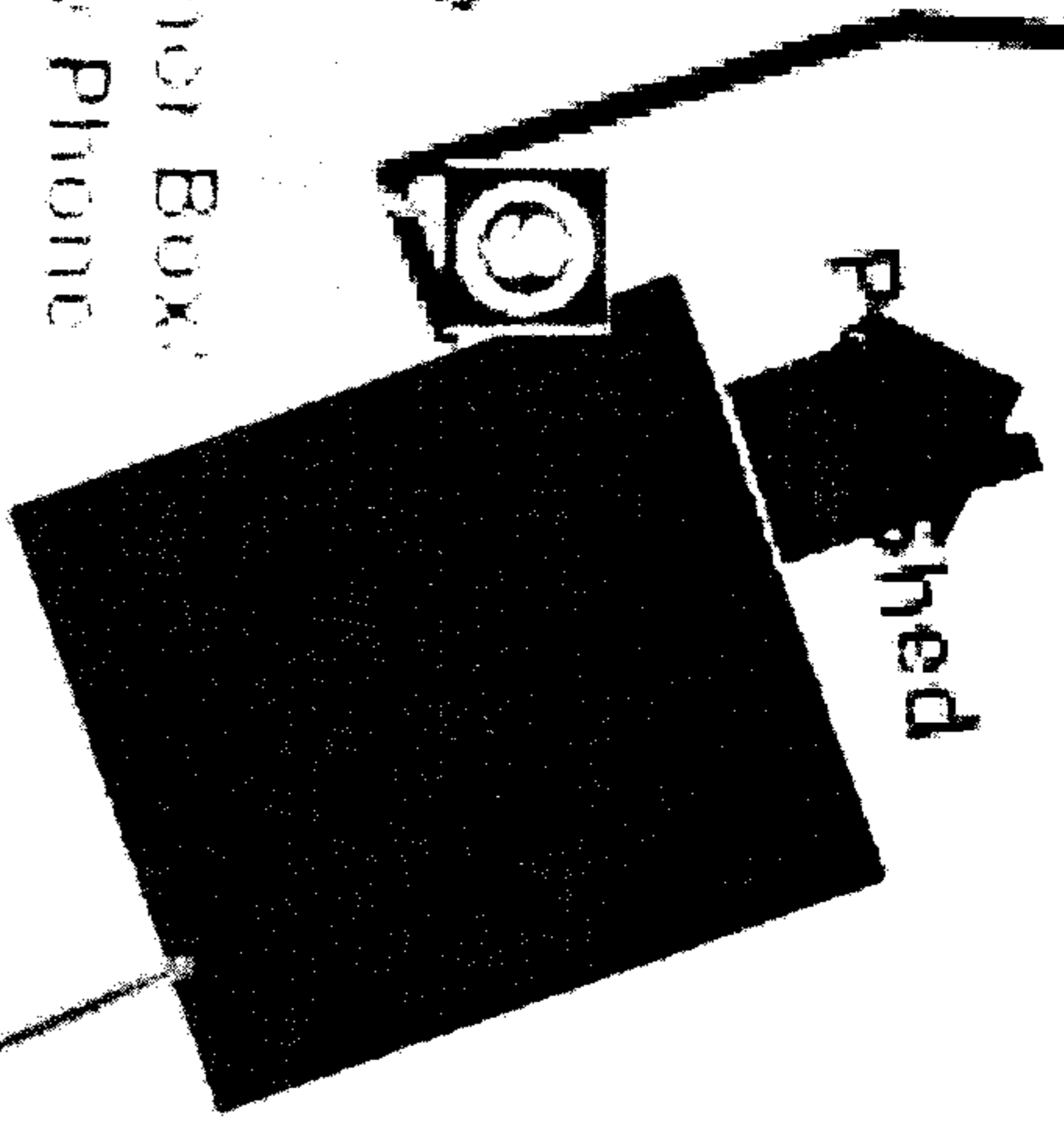
Restroom Service: A portable restroom facility will be brought to the site and maintained on a weekly basis.

Site Plan: The attached site plan for the sledding hill graphically displays access to the parking area and route to the top of the sledding hill. Directional arrows show the intended location and direction where sledding is permitted. Red lines indicate the approximate location of snow fence which further defines where sledding is permitted and not permitted.

Br House



Honor Box
Pay Phone



shed

Sledding Hill Trail

Berm

Berm

Sledding Lane

Sledding Lane

Trail

You Are Here

NO SLEDDING ON

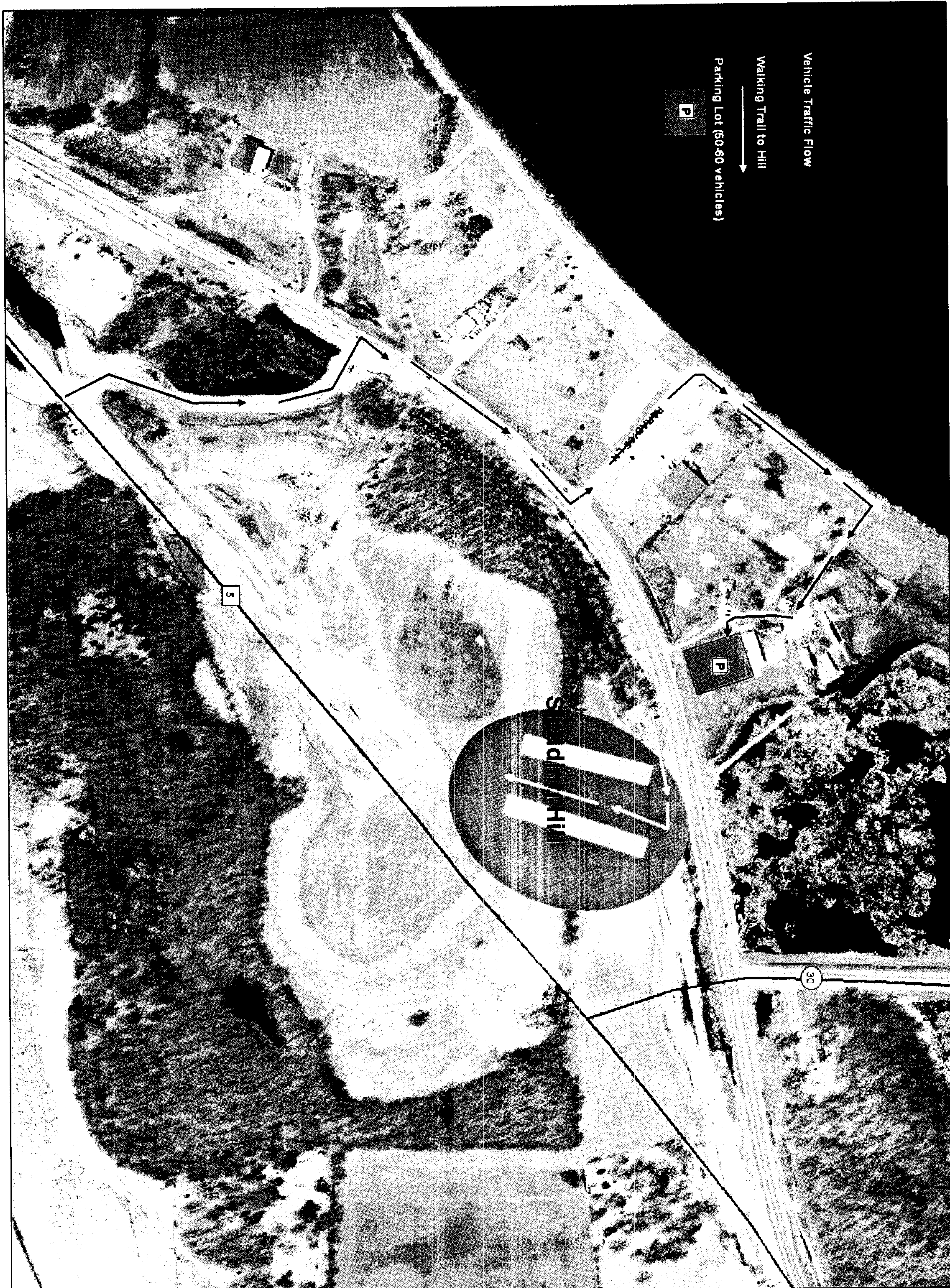
Snow Fence

NO SLEDDING

Highway 5

East County Road 30





Vehicle Traffic Flow
Walking Trail to Hill
Parking Lot (50-60 vehicles)

P

P

S

S

30

LWP Sledding Hill Site Inspection

Date: _____

Opening:

Start: _____ End: _____

Closing:

Start: _____ End: _____

- _____ Open/unlock access gate
- _____ Inspect site for major issues
- _____ Check/fill honor box envelopes
- _____ Parking lot –signs
- _____ Inspect for jumps/obstacles
- _____ Check Top of hill –signs/fence
- _____ Check Bottom of hill –signs/fence
- _____ Visually inspect buildings

- _____ Inspect site for major issues
- _____ Parking lot vacant/signs
- _____ Inspect for jumps/obstacles
- _____ Check top of hill –signs/fence
- _____ Check bottom of hill –signs/fence
- _____ Visually inspect buildings
- _____ Close/lock access gate

Problems/Action Taken: _____

Sledding Hill Site Inspection

Date: _____

Opening:

Start: _____ End: _____

Closing:

Start: _____ End: _____

- _____ Open/unlock access gate
- _____ Inspect site for major issues
- _____ Check/fill honor box envelopes
- _____ Parking lot –signs
- _____ Inspect for jumps/obstacles
- _____ Check Top of hill –signs/fence
- _____ Check Bottom of hill –signs/fence
- _____ Visually inspect buildings

- _____ Inspect site for major issues
- _____ Parking lot vacant/signs
- _____ Inspect for jumps/obstacles
- _____ Check top of hill –signs/fence
- _____ Check bottom of hill –signs/fence
- _____ Visually inspect buildings
- _____ Close/lock access gate

Problems/Action Taken: _____



REQUEST FOR BOARD ACTION

AGENDA ITEM : County Ditch Board (Ditch assessments for Pay 2007)

Originating Division: Auditor

Meeting Date: 12/19/06

Amount of Time Requested: 10 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: The County Ditch system is self supporting and requires the assessment for work done to be added to the tax statement for replenishing the funds to each ditch. The following ditches need to assessed;

County Ditch #6.....	\$1,000.00
County Ditch #7.....	\$2,000.00
Joint Ditch #4.....	\$46,000.00
Joint Ditch #5.....	\$4,000.00

ACTION REQUESTED: Request the County Ditch Board allow the above referenced ditch assessments be placed on the Pay 2007 Tax Statements..

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: 12-8-06