

Carver County Board of Commissioners  
 Regular Session  
 May 9, 2006  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	a) <b>CONVENE</b>	
		b) <b>Pledge of Allegiance</b>	
		c) <b>Introduction of New Employees</b>	
	2.	Agenda review and adoption	
	3.	Approve minutes of May 2, 2006 Regular Session .....	1-5
	4.	Public participation (Comments limited to five minutes)	
	5.	Community announcements	
9:05 a.m.	6.	<b>CONSENT AGENDA</b>	
	6.1	Information Services-database administrator.....	6
	6.2	Carver County Road Safety Audit Project.....	7-11
	6.3	Approval of Community Grants for solid waste projects.....	12-14
	6.4	Approval of grant application for food waste/yard waste composting pilot program.....	15-18
	6.5	Accept donations made to the Carver County Care Center .....	19
	6.6	Accept donations for Eat Talk Connect Program .....	20
	6.7	Charitable gambling application for exempt permit for Augusta Ball Club .....	21-22
	6.8	Budget amendment for computers.....	23-24
	6.9	Community Social Services' warrants.....	NO ATT
	6.10	Commissioners' warrants .....	SEE ATT
9:05 a.m.	7.	<b>SHERIFF</b>	
	7.1	Police Week 2006.....	25-26
9:15 a.m.	8.	<b>ADMINISTRATIVE SERVICES</b>	
	8.1	Correction and partial replacement of Public Works concrete floor.....	27-29
9:30 a.m.		<b>ADJOURN REGULAR SESSION</b>	
9:30 a.m.		<b>DISCUSSION</b>	
9:30 a.m.	9.	<b>ADMINISTRATIVE SERVICES</b>	
	9.1	Update on design of temporary courtroom .....	30-31
10:00 a.m.		<b>NEW BUSINESS</b>	

***BOARD REPORTS***

10:00 a.m.

1. Chair
2. Board Members
3. Administrator

10:30 a.m.

4. Adjourn

David Hemze  
County Administrator

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on May 2, 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.

The following amendment was made to the agenda:

Add:

12.1 Community Social Services-Legislative update and action.

Degler moved, Delaney seconded, to approve the agenda as amended. Motion carried unanimously.

Delaney moved, Workman seconded, to approve the minutes of the April 25, 2006, Regular Session. Motion carried unanimously.

Under public participation, James Kuhl, San Francisco Township, commented on the makeup of the Planning Commission. He suggested that members of the Commission should not be members of the incorporated areas and shared his opinion that they would better served if the Planning Commission represented a cross section of the unincorporated areas.

He also acknowledged the Board would be asked to approve the Adult Day Care Center remodeling project today. Kuhl noted the cost for the remodeling and stated if the County closed the Center, there were other providers that were willing and able to provide the service. Kuhl indicated he had obtained information on another Center to submit to them. He further believed the County should not be a provider of this service and asked the Board to not approve the project.

Community announcements were made by the Board.

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

Environmental Radon Mitigation rebate contract with Fran Oswald and authorized Chair to sign future radon mitigation rebate contracts funded by this grant.

Approved the following abatements:

25.1390060	Gayle and Douglas DeHann
25.1390061	Boyer Building Corporation
10.0290300	Sara Boerboon
75.4480270	David Lieder
30.1500160	Michael & Karen Puklich
55.0320010	Leroy & Lucille Henning

Adopted the Findings of Fact and to issue Order #PZ20060021 for Conditional Use Permit #PZ20060021, Adam Glander, Benton Township.

Adopted the Findings of Fact and to issue Order #PZ20060019 for the issuance of Conditional Use Permit #PZ20060019, Erick Anderson and Craig Frick, Waconia Township.

Adopted the Findings of Fact and to issue Order #PZ20060017 for the issuance of Conditional Use Permit #PZ20060017, Michael Larson, Benton Township.

Adopted the Findings of Fact and to issue Order #PZ20060020 for the issuance of Conditional Use Permit #PZ20060020, Marsh Lake Hunting Preserve, Inc., Laketown Township.

Adopted the Findings of Fact and to issue Order #PZ20060018 for the issuance of Conditional Use Permit #PZ20060018, Cannon Farms, LLC, Waconia Township.

Contract with Kohls Sweeping Service in the amount of \$2,177.

Independent contractor agreement addendum with Jonathan Larson, MD.

Authorized the Sheriff's Office to donate supplies that were designated to the Hurricane Katrina victims to the St. John's Disaster Mission Church Group to be delivered to the victims.

Converted the Grade 10 Staffing Coordinator in Employee Relations to a Grade 11 Employee Relations Technician.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

The Board was asked to adopt a Resolution proclaiming May 7-13<sup>th</sup> as National Corrections Officer Week. Chair Ische read the proclamation into the record.

Degler offered the following Resolution, seconded by Lynch:

Resolution #37-06  
National Corrections Officer Week

On vote taken, all voted aye.

David Hemze, County Administrator, requested the Board award the bids for the 2006 State aid and County funded overlay projects. He explained that the increasing petroleum costs were driving the bids up. Hemze pointed out they would need to continue to address that issue as they look into the future.

Degler moved, Delaney seconded, to award the 2006 State aid funded overlay projects to Wm. Mueller & Sons, Inc., in the amount of \$651,834.70 and related budget amendment increasing Public Works State aid revenue \$160,000 and increasing road resurfacing expenditure \$160,000. Motion carried unanimously.

Delaney moved, Workman seconded, to award the 2006 County fund overlay projects to Wm. Mueller & Sons, Inc., in the amount of \$1,192,667.70. Motion carried unanimously.

Hemze requested the Board adopt the Carver County Vision Statement. He noted the strategic planning sessions the Board recently held where they discussed population growth and where the organization was heading. He indicated the vision statement was originally created by the elected leaders group and they have added the language "for a lifetime."

He reviewed the goals the Board developed and indicated he was working with the division directors on incorporating these into the comprehensive planning process.

Degler offered the following Resolution, seconded by Delaney:

Resolution #38-06  
Carver County Vision Statement

On vote taken, all voted aye.

Steve Just, Land and Water Services, reviewed Neaton Brothers' request for a conditional use permit. He explained the applicants had a purchase agreement, along with Steve Burns, to purchase a 15 acre parcel located within the Hollywood rural service district. He stated rural service districts do allow for agricultural supported businesses and the Planning Commission determined the request met that criteria. He clarified the operational plan does not provide for a dwelling. He stated if the applicants pursued a dwelling in the future they would be required to amend the CUP.

Steve Burns stated he believed there was a building eligibility but there was not room on the site for a house. He indicated they would like to preserve the eligibility.

Robert Hendricks, Assistant County Attorney, suggested that the language "a dwelling will not be constructed without an amendment to the CUP" be included as a condition to clarify the issue.

Just stated they did not spend a lot of time researching the status of a building eligibility and clarified a lot of record is not treated the same as a 1 per 40 parcel.

Burns clarified he was not concerned about whether there was a building eligibility on the property.

Delaney moved, Lynch seconded, to include the language "a dwelling will not be constructed without an amendment to the CUP" in the conditions and to adopt the Findings of Fact and Order #PZ20060015 for the issuance of Conditional Use Permit #PZ20060015, Neaton Brothers, Hollywood Township. Motion carried unanimously.

Just reviewed Steve Burns' request for a conditional use permit. He indicated Mr. Burns is acquiring the northerly five acres of the 15 acre parcel in the rural service district. Just confirmed he would include the same "a dwelling will not be constructed without an amendment to the CUP" language as part of the conditions.

James Kuhl, San Francisco Township, stated he attended the Planning Commission meeting related to this issue and disagreed with Mr. Hendrick's legal opinion on ag preserves. He stated when land is put in ag preserve, landowners sign a covenant and it takes eight years before the property can be removed. He questioned if these businesses were ag related. Kuhl referenced Statute language related to ag preserves and suggested they would be setting precedence for the future if the Board approved the permit.

Hendricks reviewed Statute language related to subdivision of land in ag preserves and reviewed his opinion the permit is allowed under Statute 473H.17, subdivision 1 and 2. He stated they were creating a separate parcel for something that is permitted in a rural service district.

Lynch moved, Degler seconded, to adopt the Findings of Fact and Order #PZ20060014 for the issuance of Conditional Use Permit #PZ20060014, Steve Burns, Hollywood Township. Motion carried unanimously.

Just reviewed Curtis Ladd's request for a CUP permit for a temporary manufactured home. He stated a permit was issued for a temporary mobile home in 1999 for the applicant's mother as a special needs parent. He indicated the applicant's mother has passed away and the home was to be removed from the property. Just explained Mr. Ladd has presented information regarding his special needs and Ladd is asking that the permit be amended to allow his daughter to live in the temporary home. Just stated the applicant has agreed to upgrade the septic system and has agreed that the home will be there no more than ten years.

Degler moved, Workman seconded, to adopt the Findings of Fact and Order #PZ2006009 for the issuance of Conditional Permit #PZ2006009, Curtis Ladd, Camden Township. Degler, Delaney, Workman voted aye. Ische, Lynch voted nay. Motion carried.

Steve Taylor, Administrative Services, requested Board approval of the Adult Day Care Center renovation project. He reviewed the services provided and background information related to the Care Center.

He noted the project went out for public bid and four bids were received. Taylor reviewed the alternates and change orders he was recommending to be added.

Taylor pointed out the County's limited financial contribution to the program. He noted the advantages of moving the Care Center to a more centralized location and no longer being in leased space. Taylor also noted, since purchasing the building, they have done nothing to the building and several maintenance items are necessary.

Gary Bork, Community Social Services, explained the Senior Services unit would also be moving to the building and funding was set aside for furniture. Hemze clarified, as they did not have a better option, additional funding would be coming from the Justice Center remodeling account.

The Board acknowledged the use of the building for more than just the Care Center, the need for the building repairs, the investment in the building and the service provided that allows the seniors to stay in their homes.

Delaney moved, Lynch seconded, to approve contract Gen Con Construction for \$217,000 plus Alternates 4 and 5, change orders for parking lot \$23,000, partial demolition \$7,500 and \$1,500 for a push button door opener totaling \$265,000; to delegate authority to the Administrative Services Division Director for change orders up to \$20,000 from the contingency account; to amend the Welman Sperides architectural contract to \$14,610; and to approve related budget amendment transferring \$35,000 from Facilities remodeling SS funds and \$45,771 from Justice remodeling account to the Care Center renovation project. Motion carried unanimously.

Gary Bork, CSS, requested the Board authorize the Chair to sign a letter to local legislative delegation related to the loss of Targeted Case Management revenue. He distributed a draft of the letter to be sent. He stated they are trying to get language for some relief and they have been asked to bring the issue to the attention of the local legislators to let them know this is an important issue for the County and to ask for their support. Workman requested the word "could" be inserted into the first sentence referencing property tax increases.

Degler moved, Delaney seconded, to authorize Chair to sign letter to County's legislative delegation supporting funding for the loss of federal revenue. Motion carried unanimously.

Bork also reviewed proposed legislation related to MR/RC waivers and the homelessness grant recently awarded to the seven metro counties.

Degler moved, Lynch seconded, to adjourn the Regular Session at 11:02 a.m. Motion carried unanimously.

David Hemze  
County Administrator

# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

Item Name (as you would like it to appear on the agenda): Information Services – Database Administrator

Originating Department: Information Services

Agenda Date: 05/09/06

Amount of Time Requested: With Consent

Supp. Doc. Attached (y/n): N

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent  Regular Session \_\_\_\_\_ Discussion Session \_\_\_\_\_

## EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

In March of this year I.S had a Sr. Analyst resign from the County; during the month of April we reviewed the types of requests from County Divisions most difficult to complete with existing Information Services job descriptions. Based on this analysis, it is clear there is a growing demand for design, development, security, backup and recovery processes for existing and requested new relational databases. In order to best approach these open issues it is recommended replacing the open Sr. Analyst Position with a new position of Database Administrator. The focal point for this position will be to advise county staff and vendors on database standards, data integrity and accessibility. This Database Administrator position will lead the design, development, and standards modifications for all county databases.

The job description for the proposed database administrator was written in-house and graded by the County's compensation consultant (Bjorklund Compensation Consulting). Based on the consultant's examination of the job duties, the resulting grade is a 14; one grade higher than the Sr. Analyst which is 13. The net increase from grade 13 to grade 14 is \$4,935. Because of vacancy savings associated with the existing open position and time it takes for recruitment, we do not expect to be over budget in 2006 with the redefinition of this position.

## RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Motion to approve to replace Sr. Analyst position with Database Administrator position.

## FINANCIAL IMPLICATIONS

**Funding:**

County Dollars = \$ 4,935

Other Sources & Amounts =

\_\_\_\_\_ = \$

\_\_\_\_\_ = \$

**TOTAL = \$ 4,935**

**Budget Information (✓ appropriate items):**

Budgeted:

Not Budgeted: \_\_\_\_\_

Amendment Required: \_\_\_\_\_

(requires controller approval)

Related Financial Comments: Approved budget dollars in 2006.

## REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney \_\_\_\_\_ Risk Management \_\_\_\_\_ Human Resources \_\_\_\_\_ Controller \_\_\_\_\_ Other \_\_\_\_\_

 DEPARTMENT HEAD APPROVAL (Signature)

4/25/06  
Date

Admin. Dept. Use Only: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Tabled \_\_\_\_\_ Other \_\_\_\_\_



# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

Item Name (as you would like it to appear on the agenda):

### Carver County Road Safety Audit Project

Originating Department: Public Works

Agenda Date: May <sup>9</sup> 2, 2006

Amount of Time Requested: None

Supp. Doc. Attached (y/n): Yes

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (X Only One):  Consent  Regular Session  Discussion Session

## EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations)

**BACKGROUND:** Carver County submitted an application in October, 2005, to the Minnesota Department of Transportation (Mn/DOT) for federal funding to conduct a Road Safety Audit Project. In December, 2005, Carver County was notified that federal funding in the amount of \$45,000 was being made available to Carver County for the project.

In February, 2006, the "Project Memorandum" for the project was submitted to Mn/DOT. In March, 2006, Mn/DOT notified Carver County that the "Project Memorandum" was approved, and Carver County was authorized to proceed with the project.

In March, 2006, a solicitation for consulting services was made by Carver County. A preference to contract with SRF Consulting Group, Inc. for the services was reached is reflected by the County Board action request that follows.

**PROJECT WORK:** The project will evaluate crash data and traffic information to determine locations of possible hazardous areas, the evaluation of selected locations, and development of safety improvement recommendations utilizing the road safety audit process.

The project will include a four-step process that will lead to a prioritized list of low-cost safety improvements at critical locations within the county. The four-step process will include the following:

1. Assemble county-wide crash data from Mn/DOT/DPS and other safety data to identify locations with higher-than-expected fatal and injury crashes over a defined period of time. Data will be from a number of sources, including, but not limited to the Minnesota comprehensive highway Safety Plan, local crash records and the state database of crash records.
2. Work with staff and other agency personnel (i.e., law enforcement, emergency responders, etc.) to further analyze the high fatal and injury crash locations. Specific crash types and characteristics (i.e., time of day, time of year, road conditions, pavement marking conditions, etc.) will be reviewed to aid in safety audit identification and prioritization.
3. Locations identified in step two will have a full safety audit analysis completed. Low-cost safety mitigation improvements will be developed. Proposed improvements will be presented to county staff at a meeting to review and revise recommendations.

4. Proposed improvements will be presented to county representatives, local agencies, safety partners and other community leaders at a community meeting. Discussions regarding the Comprehensive highway Safety Plan, the Towards Zero Deaths initiative, and the proposed project improvements will occur. Input from these groups will be used to help prioritize improvements.

The County anticipates being able to complete full safety audits for four to six locations, with the initial data collection and screening process covering the entire county, with the \$45,000 federal funding for the project.

**BOARD ACTION/MOTION REQUESTED (In proper format)**

The County Board is requested to take two actions regarding this project.

1. Adopt the attached resolution and authorize the signing of the State of Minnesota Agency Agreement between the Department of Transportation and Carver County for federal participation in the project, and
2. Adopt the attached resolution and authorize the signing of the Professional Service Agreement between SRF Consulting Group, Inc. and Carver County for conducting the Carver County Road Safety Audit project.

**FINANCIAL IMPLICATIONS**

<i>Funding:</i>		<i>Budget Information (Appropriate Items):</i>	
County Dollars =	\$ 0	<input type="checkbox"/> Budgeted	(requires controller signature)
Other Sources & Amounts =	\$ 45,000	<input checked="" type="checkbox"/> Not Budgeted	
=		<input checked="" type="checkbox"/> Amendment Required	
=			
<b>Total</b>	<b>\$ 45,000</b>		

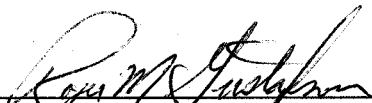
*Related Financial Comments:*

A budget amendment will be forwarded to County Finance upon approval of this County Board action request increasing federal funding revenue and professional services expense by \$45,000 for job #8467 within the construction department of the Public Works Division (Road & Bridge).

**REVIEWS AND APPROVALS AS REQUIRED (Signatures)**

County Attorney: \_\_\_\_\_ Risk Management: \_\_\_\_\_

Human Resources: \_\_\_\_\_ Controller: \_\_\_\_\_

  
 \_\_\_\_\_  
**DEPARTMENT HEAD APPROVAL**

*4/11/06*  
 \_\_\_\_\_  
**Date**

Admin. Dept. Use Only: Approved \_\_\_ Denied \_\_\_ Tabled \_\_\_ Other \_\_\_

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: May 9, 2006  
 Motion by Commissioner: \_\_\_\_\_

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

State of Minnesota Agency Agreement  
 between  
 Department of Transportation and Carver County  
 for  
 Federal Participation in Preliminary Engineering  
 for  
 S.P. 10-030-04; M.P.CHSP 06(006)

Road Safety Audit (RSA) Project on Carver County Highways

BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation be appointed as Agent of the County of Carver to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Carver County Board Chair and the Carver County Administrator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and continued in "Minnesota Department of Transportation Agency Agreement No. 89235," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

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 9<sup>th</sup> day of May, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 9<sup>th</sup> day of May, 2006.

\_\_\_\_\_  
 David Hemze                      County Administrator

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

Date: May 9, 2006  
Motion by Commissioner: \_\_\_\_\_

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

Professional Service Agreement  
between  
Carver County and SRF Consulting Group, Inc. (SRF)  
for  
Carver County Road Safety Audit Project

BE IT RESOLVED, that the Carver County Board Chair and the Carver County Administrator are authorized to sign the agreement, made a part hereof, between the County of Carver and the firm of SRF Consulting Group, Inc. (SRF) for SRF Consulting Group, Inc. to conduct road safety audits in Carver County.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 9<sup>th</sup> day of May, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 9<sup>th</sup> day of May, 2006.

\_\_\_\_\_  
David Hemze                      County Administrator

# BUDGET AMENDMENT REQUEST FORM

Submit to Controller's Office one week prior to County Board Session.

DEPARTMENT: Highways

Date of County Board Session: 5/9/06

R&B

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Federal Aid	\$ 45,000	Road Construction	\$ 45,000
<b>TOTAL:</b>	<b>\$ 45,000</b>	<b>TOTAL:</b>	<b>\$ 45,000</b>

**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.:** \$ 297,000

**E. Current Balance After Adj.:** \$ 297,000

**F. Requested By:**

**G. Recommend Approval:** Controller

**H. County Board Decision:** Approval/Disapproval

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

# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

Item Name: Approval of Community Grants for Solid Waste Projects

Originating Department: **Environmental Services**

Agenda Date: 05/01/06

Amount of Time Requested: NA

Supp. Doc. Attached (y/n): Yes

Previous County Board Action, If Any (include other parties which were advised, if any): The Board has approved a similar grant program since 1992.

Item Type (✓ Only One): Consent X Regular Session \_\_\_ Discussion Session

## EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Funds are budgeted each year to grant to cities and townships for solid waste related projects. See attached memo.

## RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Request motion to approve funding for the 2006 Community Solid Waste Grant program and authorize Chair to sign grant agreements.

## FINANCIAL IMPLICATIONS

**Funding:**

County Dollars = \$85,000  
 Other Sources & Amounts =  
 \_\_\_\_\_ =  
 \_\_\_\_\_ =  
**TOTAL = \$85,000**

**Budget Information (✓ appropriate items):**

Budgeted: X  
 Not Budgeted:  
 Amendment Required:  
 (requires controller approval)

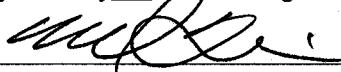
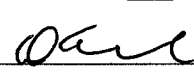
*Related Financial Comments*

The funds for these grants are derived from the solid waste assessment and SCORE.

## REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney \_\_\_ Risk Management \_\_\_ Human Resources \_\_\_ Controller \_\_\_ Other

  5-1-06  
 DEPARTMENT HEAD APPROVAL (Signature) Date

Admin. Dept. Use Only: Approved \_\_\_ Denied \_\_\_ Tabled \_\_\_ Other \_\_\_

**TO: Carver County Board of Commissioners**  
**FROM: Michael Lein, Environmental Services Manager**   
**SUBJECT: Community Grant Contracts**  
**DATE: May 1, 2006**

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The Environmental Services Department annually distributes funds to municipalities for solid waste abatement and related environmental programs. These funds are appropriated from the County Solid Waste Service Fee, State of Minnesota SCORE and LRDG money. This grant program has helped provide funding for many beneficial projects like clean up days, yard waste site operations and environmental education efforts. In 2006, Environmental Services budgeted \$85,000 for the Community Grant Program. Funding requests were received from municipalities and are included in the attached chart.

The funds are allocated using a formula of a \$2,000 base per city and the remaining funds divided by population distribution. The townships are awarded a flat \$2,500. This grant program and system of allocation has been in place since the early 1990's.

If you have any questions regarding the City Grant Program, feel free to call me at (952) 361-1806.

## 2006 COMMUNITY GRANT PROGRAM

COMMUNITY	PROJECT FUNDED	GRANT AMOUNT
<u>Cities</u>		
Carver	Brush clean up, Special Waste Coupons	\$3,142.00
Chanhassen	Recycling Coupon Program, Recycling/Environmental Education, Recycling Materials	\$13,017.00
Chaska	Two Clean-Up Days	\$11,353.00
Cologne	Community Clean-Up Day	\$2,986.00
Hamburg	Compost Site, Community Clean-up	\$2,800.00
Mayer	Compost Services	\$2,798.00
New Germany	Compost box at the city shed, Clean-up days for the city and wood chipping	\$2,714.00
NYA	Provide leaf/branch/grass recycling for city residents; monitor and manage recycling activities within the city	\$6,680.00
Victoria	Recycling Coupon Program, Spring and Fall Leaf and Brush Compost Days, Waste receptacles in city parks	\$4,684.00
Waconia	Operation of a brush and yard waste site for city residents, Environmental Center Coupons	\$5,760.00
Watertown	City clean-up day	\$4,066.00
<b>CITY GRANT PORTION:</b>		<b>\$60,000.00</b>
<u>Townships:</u>		
Benton	Road Clean-up Program	\$2,500.00
Camden	Road Clean-up Program	\$2,500.00
Laketown	Road clean-up program and leaves/brush disposal	\$2,500.00
Dahlgren	Road Clean-up Program	\$2,500.00
Hancock	Road Clean-up Program	\$2,500.00
Hollywood	Environmental Clean-up Programs	\$2,500.00
San Francisco	Road Clean-up Program	\$2,500.00
Young America	Road Clean-up Program	\$2,500.00
Waconia	Road Clean-up Program	\$2,500.00
Watertown	Township Clean-up Day	\$2,500.00
<b>TOWNSHIP GRANT PORTION:</b>		<b>\$25,000.00</b>
<b>TOTALS</b>		<b>\$85,000.00</b>



# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

**Item Name: Approval of Grant Application For Food Waste/Yard Waste Composting Pilot Program.**

Originating Department: Environmental Services

Agenda Date: 05/9/06

Amount of Time Requested: NA

Supp. Doc. Attached (y/n):

Previous County Board Action, If Any (include other parties which were advised, if any): ): The Board approved the County Solid Waste Master Plan in 2005 that included commitments to organic waste composting projects.

Item Type (✓ Only One): Consent  Regular Session \_\_\_\_\_ Discussion Session \_\_\_\_\_

## EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Environmental Services submitted a preliminary grant application to the MN Pollution Control Agency [MPCA] for a pilot project to demonstrate the feasibility of composting food waste and other related organic waste with yard waste. This project would increase the composting of food waste by efficiently using the existing yard waste collection and composting system. See attached memo for further details.

## RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

A motion to approve the attached resolution approving the grant application and authorizing the Chair to sign the grant agreement and related documents if awarded.

## FINANCIAL IMPLICATIONS

### Funding:

County Dollars =	\$7,620
Other Sources & Amounts	
<u>Grant Funds</u> =	\$40,000
<u>Staff In-kind</u> =	<u>\$ 11,050</u>
<b>TOTAL =</b>	<b>\$58,670</b>

### Budget Information (✓ appropriate items):

Budgeted: \_\_\_\_\_  
 Not Budgeted:   
 Amendment Required: only if awarded grant  
  
 (requires controller approval)

*Related Financial Comments:* If awarded this grant, the 2006 budget will need to be amended to reflect the grant funds. Funds will also be carried over to 2007. The grant activities are spread over two years and will have a limited impact on existing Environmental Services budgets/funds.

## REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:


County Attorney \_\_\_\_\_ Risk Management \_\_\_\_\_ Human Resources \_\_\_\_\_ Controller \_\_\_\_\_ Other \_\_\_\_\_

  
 DEPARTMENT APPROVAL

  
 Division Approval

5-1-06  
 Date

Admin. Dept. Use Only: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Tabled \_\_\_\_\_ Other \_\_\_\_\_

DATE: April 28, 2006  
TO: Carver County Board of Commissioners  
FROM: Michael Lein, Environmental Services Manager   
RE: Grant Application for Yard Waste/Food Waste Pilot Program.

---

The Minnesota Pollution Control Agency recently opened a grant funding round for environmental projects – the Environmental Assistance Grant Program. Environmental Services submitted a preliminary grant proposal to conduct a yard waste/food waste composting project that would satisfy commitments made in our Solid Waste Master Plan and assist our regional partners in the Solid Waste Management Coordinating Board [SWMCB]. The MPCA reviewed 148 preliminary applications and has asked us to submit a full-proposal for further review. One requirement of a full proposal is a resolution of support from the County Board. A sample resolution is attached.

The purpose of the project is to demonstrate to the MPCA that food waste and non-recyclable paper can be efficiently collected and composted using the existing curbside yard waste collection system and yard waste composting facilities. Current State regulations do not allow this. One outcome of the project would be justification for the Minnesota Pollution Control Agency to revise permit requirements and allow this to happen.

The grant proposal envisions that County staff and a consultant will work together with a city and a private solid waste hauler. Residents with curbside yard waste collection will place all acceptable food scraps and non-recyclable paper in their yard waste collection cart. Once collected, the hauler will deliver the material to a designated yard waste compost site.

The grant assumes a total project cost of \$58,670. \$40,000 in PCA grant funds, \$11,050 in-kind staff time, and \$7,620 in County funds. Most of the County funds are currently budgeted in the 2006 Environmental Services Budget or will be in the proposed 2007 Environmental Services Budget. Expenses will be spread out over two years, thus making the yearly impact on the budget smaller. The project maybe less expensive in final form. This proposal represents a worse case basis for consultant time and expenses such as compostable collection bags.

The following an excerpt from the grant that further explains the project:

In 2005, Carver County adopted a statutorily required Solid Waste Master Plan. The core of the Master Plan is a regional plan that the metropolitan counties have jointly prepared and agree to jointly implement. Each county also agrees to work toward specific outcomes to further the regional vision. The plan focuses on outcomes, performance measurements and research based initiatives. Carver County is required to submit biannual reports to the SWMCB regarding the status

of designated outcomes and the implementation strategies to accomplish the outcomes.

Carver County has taken a leadership role in developing many environmental programs that have been shared with other counties. Such programs include a national recycled paint initiative and the backyard composting bin distribution program. Carver County is committed to implementing environmental projects that will enhance its current natural resources for the health and enjoyment of its citizens.

### **General Project Description**

Carver County proposes to partner with a city and hauler to co-collect food/non-recyclable paper with yard waste. In addition, the County proposes a demonstration project that will compost the co-collected materials at a yard waste facility. The compost facility partner will be CreekSide Soils located in the City of Hutchinson. The County and CreekSide Soils will work with the MPCA to assure that the data needed to evaluate the option of composting food/soiled paper with yard waste can be effectively evaluated.

The purpose of the project is to demonstrate to the MPCA that food waste/non-recyclable paper can be efficiently co-collected using the existing yard waste collection system and managed effectively at a yard waste composting facility. The intended outcome of the project is for the Minnesota Pollution Control Agency to revise permit requirements and allow source-separated food waste/non-recyclable paper to be composted with yard waste at a designated yard waste composting facility.

In order to capture food waste and non-recyclable paper and to increase the efficiency of the current collection system, the County will work with haulers to collect this material with yard waste. Currently, haulers offer customers a weekly collection of yard waste in a 60-gallon cart. Under the proposed system, residents will place all acceptable food scraps and non-recyclable paper in their yard waste collection cart. Food scraps as defined here include: vegetables and fruits, bread, rice, cereals, and pasta, dairy products, eggs, fish, shellfish, meat, and bones along with coffee grounds, filters, and tea bags. Non-recyclable paper as defined here includes: food-soiled paper, milk and juice cartons, coffee filters, paper napkins, plates, cups and paper towels. Once collected, the hauler will deliver the material to the designated yard waste compost site.

The attached resolution is required for the final grant application. Please contact me if you have questions or would like to receive a complete copy of the grant application.

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

DATE: May 9, 2006

RESOLUTION NO.

MOTION BY COMMISSIONER:

SECONDED BY COMMISSIONER:

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Authorization Resolution

WHEREAS, Carver County has applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its Environmental Assistance Grant Program; and

WHEREAS, the grant funded project would allow the County to meet County and Regional Solid Waste Master Plan objectives by testing the feasibility of composting food waste and other related organic waste with yard waste; and

WHEREAS, Carver County is committed to implementing the proposed project as described in the grant application, if MPCA funding is received; and

WHEREAS, MPCA requires that Carver County enter into a grant agreement with MPCA that identifies the terms and conditions of the funding award:

NOW, THEREFORE BE IT RESOLVED THAT the Board of Commissioners of Carver County hereby agrees to enter into a grant agreement and sign a grant agreement with the MPCA to carry out the project specified therein and to comply with all of the terms, conditions, and matching provisions of the grant agreement and authorizes and directs County Board Chair to sign the grant agreement on its behalf.

**YES**

**ABSENT**

**NO**

<hr/> <hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/> <hr/>
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STATE OF MINNESOTA  
COUNTY OF CARVER

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_

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

# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

**Item Name** (as you would like it to appear on the agenda):

Accept donations made to Carver County Care Center

Originating Department: Community Social Services

Agenda Date: 5/9/2006

Amount of Time Requested:

Supp. Doc. Attached (y/n): No

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (  Only One):    Consent     Regular Session     Discussion Session

## EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

During April 2006, the Care Center received donations from the American Legion Edward Born Post 343 in NYA (\$300), American Legion Auxiliary Edward Born Post Unit in NYA (\$50), American Legion Auxiliary Unit 150 in Waconia (\$100), and the Walter Hecklin Auxiliary No. 1791, VFW in Chaska (\$100). These donations are being used to assist veterans who attend the Care Center program in paying for their services.

## RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

To accept the monetary donations made to Carver County Care Center from an American Legion Post, 2 American Legion Auxiliaries, and 1 VFW Auxiliary.

## FINANCIAL IMPLICATIONS

Funding: N/A	
County Dollars =	\$
Other Sources & Amounts =	\$
Gifts =	\$ 550.00
<b>TOTAL =</b>	<b>\$ 550.00</b>

Budget Information ( \_ appropriate items):

Budgeted:	<input checked="" type="checkbox"/>
Not Budgeted:	<input type="checkbox"/>
Amendment Required:	<input type="checkbox"/>
(requires controller approval)	

Related Financial Comments:

## REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney     Risk Management     Human Resources     Controller     Other

  
DEPARTMENT HEAD APPROVAL (Signature)

5-1-06  
Date

Admin. Dept. Use Only: Approved     Denied     Tabled     Other

# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

**Item Name** (as you would like it to appear on the agenda): Accept Donations for Eat Talk Connect Program

Originating Department: Employee Relations

Agenda Date: May 9, 2006

Amount of Time Requested: n/a

Supp. Doc. Attached (y/n): no

Previous County Board Action, If Any (include other parties which were advised, if any):  
Board has accepted donations for safety and wellness activities in past years.

Item Type (✓ Only One):    Consent   X      Regular Session           Discussion Session

## EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

We have the opportunity to receive a donation from the Carver County Health Partnership to use as an incentive for Eat. Talk. Connect. The incentive is a game called "The Fitness Challenge" and can be used by friends/families to challenge each other to increasing their physical activity. The value of the game is approximately \$30.00. The donation will be used as a prize for filling out the Eat-Talk-Connect final survey.

## RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Accept the donation for use at the 2006 Eat-Talk-Connect Program.

## FINANCIAL IMPLICATIONS

**Funding:**

County Dollars =	\$		
Other Sources & Amounts =	\$		
<b>TOTAL =</b>	<b>=</b>	<b>\$</b>	

**Budget Information (✓ appropriate items):**

Budgeted:	<u>  No  </u>
Not Budgeted:	<u>  No  </u>
Amendment Required:	<u>  No  </u>

(requires controller approval)

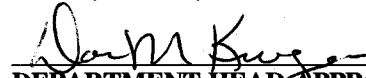
*Related Financial Comments:*

There is no cost to the County for these items; however, the total cost of the donations is approximately \$30.00.

## REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney        Risk Management        Human Resources        Controller        Other       

  
DEPARTMENT HEAD APPROVAL (Signature)

4/25/06  
Date

Admin. Dept. Use Only: Approved        Denied        Tabled        Other

# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

Item Name (as you would like it to appear on the agenda): **Charitable Gambling Application for Exempt Permit for Augusta Ball Club.**

Originating Department: **Auditor**

Agenda Date: **05/09/2006**

Amount of Time Requested: **0 minutes**

Supp. Doc. Attached (y/n): **Y**

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent **XX** Regular Session \_\_\_\_\_ Discussion Session \_\_\_\_\_

## EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Charitable gambling application was received from Augusta Ball Club. They want to hold a raffle on Saturday, September 30, 2006, at Augusta Ball Park, 5950 Hampshire Rd, Chaska, MN 55318.

## RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

See Attached Resolution

## FINANCIAL IMPLICATIONS

### Funding:

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

### Budget Information (✓ appropriate items):

Budgeted:  
Not Budgeted: **XX**  
Amendment Required: **NO**  
(requires controller approval)

Related Financial Comments:

## REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney \_\_\_\_\_ Risk Management \_\_\_\_\_ Human Resources \_\_\_\_\_ Controller \_\_\_\_\_ Other \_\_\_\_\_

  
DEPARTMENT HEAD APPROVAL (Signature)

5-1-06  
Date

Admin.. Dept. Use Only: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Tabled \_\_\_\_\_ Other \_\_\_\_\_



# BOARD OF COMMISSIONERS CARVER COUNTY, MINNESOTA

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

RESOLUTION NUMBER \_\_\_\_\_  
SECONDED BY COMMISSIONER \_\_\_\_\_

## APPROVAL OF CHARITABLE GAMBLING LICENSE Augusta Ball Club

WHEREAS, the Augusta Ball Club, seeks approval of a charitable gambling license;  
and

WHEREAS, the Augusta Ball Club, will hold the raffle at the Augusta Ball Club, 5950  
Hampshire Rd, Chaska, MN, Dahlgren Township and

WHEREAS, the Minnesota Department of Gaming requires the County Board of  
Commissioners to specifically approve or deny a resolution for each  
applicant for each application.

NOW, THEREFOR BE IT RESOLVED, the Carver County Board of Commissioners does  
approve the renewal of said license upon compliance with Ordinance #29  
94-1.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNT 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 proceeding of the Board of County Commissioners, Carver County, Minnesota, at its session held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, now on file in the Administration office, and have found the same to be true and correct copy thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
David Hemze, Carver County Administrator





# BUDGET AMENDMENT REQUEST FORM

**Submit to Controller's Office one week prior to County Board Session.**

**DEPARTMENT: Social Services**

**Date of County Board Session: 5/9/06**

**Soc. Ser**

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
State Aid	\$ 4,686	Equipment	\$ 4,686
<b>TOTAL:</b>	<b>\$ 4,686</b>	<b>TOTAL:</b>	<b>\$ 4,686</b>

**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.:** \$ 297,000

**E. Current Balance After Adj.:** \$ 297,000

**F. Requested By:**

**G. Recommend Approval:** Controller

**H. County Board Decision:** Approval/Disapproval

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

# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM: Proclamation

Item Name: Police Week 2006

Originating Department: Sheriff's Office

Agenda Date: May 09, 2006

Amount of Time Requested: 5 minutes

Supp. Doc. Attached: Yes

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent \_\_\_\_\_ Regular Session  Discussion Session \_\_\_\_\_

### EXPLANATION OF AGENDA ITEM (Include a description of background, benefits and recommendations)

May 14 - 20, 2006 is designated as National Police Week by the Congress of the United States. They have also designated May 15 as Peace Officer Memorial Day. This is a time to honor our law enforcement officers, the guardians of life and property and their dedication to the preservation of life, liberty and the pursuit of happiness.

Please acknowledge the peace officers serving Carver County to show your appreciation of these HEROES during their special week.

### BOARD ACTION/MOTION REQUESTED

Motion to pass the Resolution naming May 14-20 2006 as Police Week in Carver County.  
See attached resolution.

### FINANCIAL IMPLICATIONS

#### Funding:

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

#### Budget Information (✓ Appropriate Items):

Budgeted: \_\_\_\_\_  
Not Budgeted: \_\_\_\_\_  
Amendment Required: \_\_\_\_\_  
(requires controller signature)

Related Financial Comments:

### REVIEWS AND APPROVALS AS REQUIRED (Signatures) - Make sure approvals are received from HR, Controller's Office, County Attorney, and Risk Management, on Contract Review Form

✓ All Reviews and Approvals Received:

County Attorney \_\_\_\_\_ Risk Management \_\_\_\_\_ Human Resources \_\_\_\_\_ Controller \_\_\_\_\_ Other \_\_\_\_\_



DEPARTMENT HEAD APPROVAL (Signature)

Date

4/24/06

Admin. Dept. Use Only: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Tabled \_\_\_\_\_ Other \_\_\_\_\_

# PROCLAMATION

## POLICE WEEK 2006

**WHEREAS**, The Congress and President of the united States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police week; and

**WHEREAS**, the members of the Carver County Sheriff's Office play an essential role in safeguarding the rights and freedoms of Carver County; and

**WHEREAS**, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement officers, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

**WHEREAS**, the men and women of the Carver County Sheriff's Office unceasingly provide a vital public service;

**NOW, THEREFORE**, we the Carver County Board of Commissioners, call upon all citizen of Carver County to observe the week of **May 14 – 20, 2006 to be Police Week** in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and in so doing have established for themselves an enviable and enduring reputation for preserving the rights and security of al citizens.

We further call upon all citizens of Carver County to observe **Monday, May 15, as Peace Officers' Memorial Day** in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

**IN WITNESS THEREOF**, I have hereunto set my hand and caused the Seal of Carver County to be affixed.

\_\_\_\_\_  
County Board Chair

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

# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

**Item Name:** Correction and Partial Replacement of Public Works Concrete Floor

**Originating Department:** Administrative Services

**Agenda Date:** 5/9/06

**Amount of Time Requested:** 10

**Supp. Doc. Attached (y/n):** n

**Previous County Board Action, If Any (include other parties which were advised, if any):**

**Item Type (✓ Only One):**      Consent \_\_\_\_\_      Regular Session  X       Discussion Session \_\_\_\_\_

## EXPLANATION OF AGENDA ITEM (Include a description of background, benefits and recommendations)

Carver County was awarded \$29,812.50 in June 2005 by an arbitrator to correct part of the concrete floor (totaling 4,760 square feet) and trench drain in Area C (warm storage area) of the Public Works Headquarters facility. This flooring was designed with a center trench drain and sloping concrete floor. The floor was designed to slope uniformly but was installed improperly such that water pooling is taking place in several areas. Staff is interested in extending this project to correct the floor deficiencies; unfortunately, the County had requested \$60,000 to correct the problem but was awarded only about half that amount.

The architect has redesigned plans at no charge to the County to provide for greater slope to ensure proper drainage into the floor trench drains. There is a reduced charge for structural work primarily for field visits and construction administration totaling \$3,500.

In order to complete this work, it is recommended that two phases take place; demolition and replacement. Phase I will involve the hiring of Quality Cutting & Coring contractor to sawcut 4' x 4' panels for a cost of \$11,590. Additionally, the plan calls for Wickenhauser Excavating Incorporated to remove and dispose of the concrete panels for a cost of \$8,000. The total cost for Phase I is therefore \$19,590.

Phase II (concrete replacement) was bid out to three contractors and the low bidder is Marcy Construction with a bid of \$44,000.00. We recommend taking a deduct of \$1,100 in which the County will caulk sawcuts in the new slab to match existing concrete for a total not to exceed of \$43,900. To further ensure the concrete is poured properly, the architect recommends contracting with a testing agency that will perform testing and inspection verifying the quality of soils, reinforcing and concrete work. After receiving quotes for this effort, it is recommended Braun Intertec Corporation provide the County with testing services for a total not-to-exceed of \$2,000.

The schedule calls for demolition taking place the week of May 15<sup>th</sup> and the week of May 22<sup>nd</sup> concrete is to be poured.

## BOARD ACTION/MOTION REQUESTED (In proper format)

- Motion to approve an amended contract with Architectural Alliance for a maximum, not-to-exceed of \$3,500
- Motion to approve a contract with Quality Cutting & Coring for a not-to-exceed of \$11,590
- Motion to approve a contract with Wickenhauser Excavating Incorporated for \$8,000
- Motion to approve a contract with Marcy Construction for a not to exceed of \$43,900
- Motion to approve a contract with the testing firm Braun Intertec Corp. for a not to exceed of \$2,000
- Motion to approve a contingency of \$5,000.

## FINANCIAL IMPLICATIONS

**Funding:**

County Dollars =	\$73,990
Other Sources & Amounts =	
_____ =	\$
_____ =	\$
<b>TOTAL =</b>	<b>\$73,990</b>

**Budget Information (✓ Appropriate Items):**

Budgeted:	<u> X </u>
Not Budgeted:	<u> X </u>
Amendment Required:	
(requires controller signature)	

*Related Financial Comments:* Funds for the project will come from the arbitration award of \$29,812.50 with the balance from the PWHQ contingency fund of which \$121,253 is available.

**REVIEWS AND APPROVALS AS REQUIRED (Signatures)**

County Attorney: _____	Risk Management: _____
Human Resources: _____	Controller: _____
<u>Stewart H. Taylor</u>	<u>5/3/06</u>
DEPARTMENT HEAD APPROVAL	Date

Admin. Dept. Use Only: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Tabled \_\_\_\_\_ Other \_\_\_\_\_

# BUDGET AMENDMENT REQUEST FORM

**Submit to Controller's Office one week prior to County Board Session.**

**DEPARTMENT: Administrative Services**

**Date of County Board Session: 5/9/06**

**Cap Proj**

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Arbitration Award	\$ 29,813	PW Building	\$ 29,813
<b>TOTAL:</b>	<b>\$ 29,813</b>	<b>TOTAL:</b>	<b>\$ 29,813</b>

**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.:** \$ 297,000

**E. Current Balance After Adj.:** \$ 297,000

**F. Requested By:**

**G. Recommend Approval:** Controller

**H. County Board Decision:** Approval/Disapproval

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



# CARVER COUNTY REQUEST FOR BOARD ACTION

## AGENDA ITEM

Item Name: Update on design of temporary courtroom

Originating Department: Administrative Services

Agenda Date: 05/9/06

Amount of Time Requested: 15 minutes

Supp. Doc. Attached (y/n): Y

Previous County Board Action, If Any (include other parties which were advised, if any): Approved contract with Wold Architects 3/21/06 for design services

Item Type (✓ Only One):      Consent       Regular Session       Discussion Session

## EXPLANATION OF AGENDA ITEM (Include a description of background, benefits and recommendations)

Since the Board approved the contract for Wold Architects, there have been several meetings with County and State staff, one or more Judges as well as the architect to develop design requirements (see exhibit 1).

Discussion centered on four design objectives including; designing a courtroom for hearings and non-jury trials, designing a courtroom as a temporary solution until additional courtrooms are constructed, providing suitable ways to furnish the courtroom while maintaining appropriate judicial design and decorum and providing accessibility for building code compliance.

Once bid award takes place, the expectation is renovation will consume three months with the following efforts taking place:

- Month 1 – Review of detailed shop drawings
- Month 2 – Fabrication of components
- Month 3 – Installation, tenant finish

Bid & Construction Schedule - Original timeline has construction completion early to mid-September. The goal is to go out for bid early May 2006, receive bids late May with construction related activities taking place June through August.

The preliminary construction estimate for this project is in the \$275,000 to \$280,000. Once the architect has provided construction drawings and the job has been bid out, the Board would be asked to approve the hiring of a general contractor to perform the renovation work.

## BOARD ACTION/MOTION REQUESTED (In proper format)

## FINANCIAL IMPLICATIONS

**Funding:**

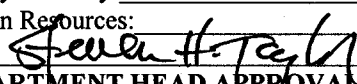
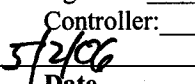
County Dollars = \$  
 Other Sources & Amounts = \$  
 \_\_\_\_\_ = \$  
 \_\_\_\_\_ = \$  
**TOTAL = \$**

**Budget Information (✓ Appropriate Items):**

Budgeted:  
 Not Budgeted:  
 Amendment Required:  
 (requires controller signature)

*Related Financial Comments:*

## REVIEWS AND APPROVALS AS REQUIRED (Signatures)

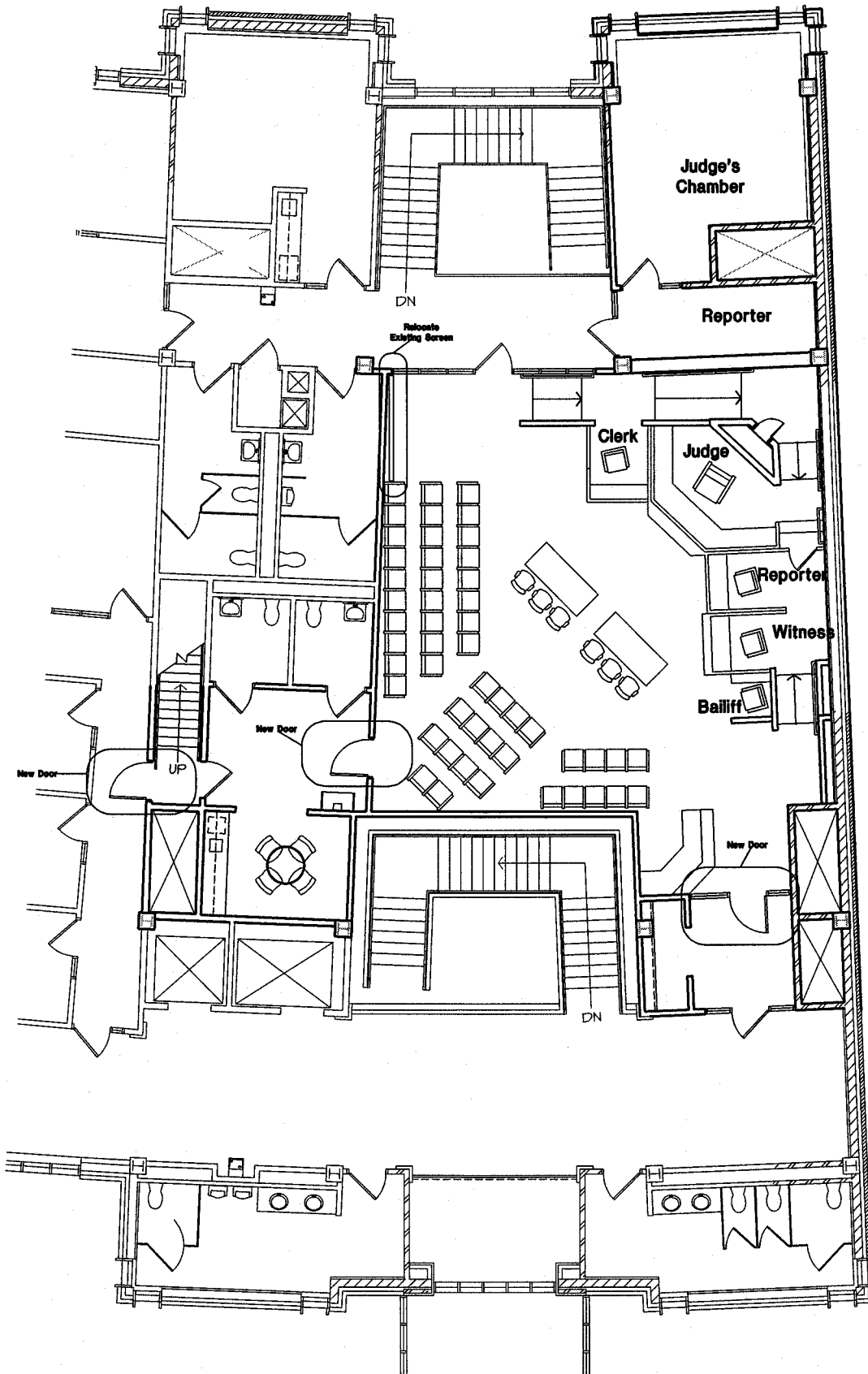
County Attorney: \_\_\_\_\_ Risk Management: \_\_\_\_\_  
 Human Resources: \_\_\_\_\_ Controller: \_\_\_\_\_  
   
**DEPARTMENT HEAD APPROVAL** **Date**

Admin. Dept. Use Only: Approved  Denied  Tabled  Other



# CARVER COUNTY

## SHORT TERM COURT ROOM



Scale 1/8"=1'-0"  
April 27, 2008  
020333