

Carver County Board of Commissioners
 Regular Session
 January 24, 2006
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:00 a.m.

1. a) **CONVENE**
- b) **Pledge of Allegiance**
- c) **Introduction of New Employees**
2. Agenda review and adoption
3. Approve minutes of January 17, 2006 Regular Session1-3
4. Public participation (Comments limited to five minutes)
5. Community announcements

9:05 a.m.

6. **CONSENT AGENDA**
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Task Force 17
 - 6.13 Approval for the County Attorney to attend Communities Against
Senior Exploitation training in Denver.....18-23
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 - 6.18 Accept donation of two Camp Snoopy tickets.....32

	6.19	Community Social Services' warrants.....	NO ATT
	6.20	Commissioners' warrants	SEE ATT
9:05 a.m.	7.	ADMINISTRATION	
	7.1	<i>Public hearing</i> -Auditor, Treasurer and Recorder reorganization.....	33
9:35 a.m.	8.	LAND AND WATER SERVICES	
	8.1	<i>Continued public hearing</i> -Hans Hagen Homes request for appeal of water management rules.....	34-35
9:40 a.m.	9.	EMPLOYEE RELATIONS	
	9.1	2007 Elected official minimum compensation	36-37
9:50 a.m.	10.	ADMINISTRATIVE SERVICES	
	10.1	Contract with architecture firm of Bentz/Thompson/Rietow, Inc. for site and space planning of Chanhassen License Center ...	38-39
10:00 a.m.	11.	PUBLIC HEALTH	
	11.1	Food, beverage and lodging authorization and budget amendment	40-42
11:00 a.m.		ADJOURN REGULAR SESSION	
		DISCUSSION	
11:00 a.m.	12.	LAND AND WATER SERVICES	
	12.1	Discussion of solid waste processing subsidy issues	43-46
12:00 p.m.		NEW BUSINESS	
		BOARD REPORTS	
12:00 p.m.	1.	Chair	
	2.	Board Members	
	3.	Administrator	
12:30 p.m.	4.	Adjourn	

David Hemze
County Administrator

*No Board Meeting January 31, 2006
(Fifth Tuesday of the month)*

REGULAR SESSION

January 17, 2006

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on January 17, 2006. Chair James Ische convened the session at 9:00 a.m.

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

Members absent: Tom Workman.

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

Delaney moved, Lynch seconded, to approve the minutes of the January 10, 2006, Regular Session, with the correction "Lynch seconded" to "Lynch moved" noted on the second page. Motion carried. Degler, Delaney, Lynch voted aye. Ische abstained as he was absent.

Community announcements were made by the Board.

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

Memorandum of agreement between Carver County and the University of Minnesota from January 1, 2006, through December 31, 2006.

Resolution #03-05, Approval of Charitable Gambling License, Hollywood Booster Club, Inc.

Renewed medical reserve corps consultant agreement with Marilou E. Thibault for the contract term January 1, 2006, through December 31, 2006, in the amount of \$18,000.

Social Services budget amendment increasing grant revenue \$4,401 and transferring \$24,704 from 2005 Information Services Capital to Social Services and increasing 2005 Social Services capital \$29,105.

Approved the following abatements:

25-0650950 Leslie Johnson

Approved contracts with Clark Engineering for the design of the yard waste bunker and Braun Intertec to conduct the required soil boring.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried.

The Board held the continued public hearing on Hans Hagen Homes request for appeal of the water management rules.

Paul Moline, Land and Water Services, entered into the record the Affidavit of Publication dated January 5, 2006, the Affidavit of Mailing dated December 28, 2005, the letter extending the 60 day deadline dated November 22nd and the December 29th letter from Lowell Wolter.

Moline explained he has had discussions with Hans Hagen Homes and he believed HHH intended to provide the County with a plan that would meet the rules for the entire site. He indicated he has left messages but has not received any response from them and at this time was asking the Board to continue the public hearing an additional week.

He indicated he hoped Hans Hagen would either submit a plan within the next week or submit a letter extending the deadline. Moline added, if they did not receive a plan or an extension, he would be asking for a Board decision on the appeal next week.

Harold Widmer, Benton Township, suggested if the developers wanted to extend the time, they should be paying for the township's time. He cited past issues with developer and tile lines being cut and the impact of additional water on ditches.

Moline acknowledged the downstream flow issue was an important reason to apply the rules. He indicated, if the appeal were dropped, he would submit a summary of the agreement.

Delaney moved, Lynch seconded, to continue the public hearing on the Hans Hagen Homes appeal to January 24, 2006. Motion carried.

The Board held the continued public hearing on the HAVA Election Equipment Plan.

Mark Lundgren, County Auditor, explained they initially reviewed the plan at the December 20th Board meeting. He indicated he submitted the plan to the Secretary of State's Office but he has not received comments back to date and was asking the Board to continue the hearing until February.

No public testimony was received.

Lundgren recognized the issues that may come up with the use of the machine and the mandates to be followed.

Lynch moved, Degler seconded, to continue the public hearing on the HACA Election Equipment Plan to February 7, 2006. Motion carried.

Doris Krogman, Employee Relations, requested the Board approve a letter of understanding related to the senior system engineer market salary and the authority to offer a salary outside of the approved hiring range. She noted the earlier approval of a temporary hire and the difficulty in filling the position. Krogman stated the position was critical to the County's operating systems and security.

She stated the Union was in agreement and requested the County go through the normal recruiting process. She clarified the agreement was for this year and would be renegotiated next year.

Degler moved, Ische seconded, to approve the letter of understanding between Carver County and AFSCME, making a market based adjustment to the Grade 13 salary of the Senior Systems Engineering to an annual rate of \$71,999. Motion carried.

Degler moved, Lynch seconded, to authorize the Employee Relations Division to offer a salary outside of the approved hiring range to fill the Senior Systems engineer position as quickly as possible with a well qualified candidate. Motion carried.

Sheriff Bud Olson updated the Board on the weekend homicide in Chaska and offered his deepest sympathy to the family.

Degler moved, Lynch seconded, to adjourn the Regular Session at 9:40 a.m. Motion carried.

David Hemze
County Administrator

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

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda):
 Donations to the Carver County Foster Care Program

Originating Division: Community Social Services

Agenda Date: 01/24/2005

Amount of Time Requested: NA

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 X Regular Session _____ Discussion Session _____

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

The Hollywood Booster Club/ New Germany Fire Department C/O Kelly Rehmann Box 23 New Germany, MN 55367 952-200-1835 purchased Christmas gifts for children in the Carver County foster care program as well as children in their own homes. The total amount spent was \$1200.00. This is the first year this organization has purchased gifts for us. They wanted to make sure the children of Carver County were being taken care of and they would like to continue to support us each Christmas season.

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

Motion to approve donations of Christmas gifts by the Hollywood Booster Club/New Germany Fire Department.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (_ appropriate items):

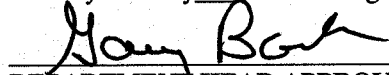
Budgeted: _____
 Not Budgeted: _____
 Amendment Required: _____
 (requires controller approval)

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)

1-17-05

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):
 Donations to the Carver County Foster Care Unit

Originating Division: CSS- Foster Care Licensing

Agenda Date: 01/24/2006

Amount of Time Requested: NA

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)

The MOMS Club c/o of Courtney Byran 7406 Moccasin Trail Chanhassen, MN 55317 952-474-4363 purchased Christmas gifts for children in the Carver County Foster Care Program as well as children in their own homes. The total amount spent was \$1088.48. This is the second year this organization has supported us and they will continue to partner with us to provide gifts for children in Carver County.

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

Motion to accept the donation of Christmas presents by the MOMS Organization for the Foster Care Program.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (appropriate items):

Budgeted: _____
 Not Budgeted: _____
 Amendment Required: _____
 (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)

1-17-05
 Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Family Attachment and Counseling Center of Minnesota,

Originating Department: Community Social Services

Agenda Date:

Amount of Time Requested:

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

Previous County Board Action, If Any: Carver County has contracted with the Family Attachment Center since 1993.

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

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

This is a request to renew the host county contract for Professional Family Based Services and treatment services for Attachment Disordered Children. This is one of several providers from whom we purchase services for eligible clients. The contract for treatment of attachment disorders is unique. Services are provided under a 30 day intensive model with a day treatment model for follow up services that enables third party funding sources to be used in most instances.

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

Motion to renew the contract with Family Attachment and Counseling Center of Minnesota to provide Professional Family Based Services and Treatment to Attachment Disordered Children from 1-1-2006 through 12-31-2006

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (appropriate items):

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

Related Financial Comments: \$75.00 per hour for in-home family therapy. \$5,500 for intensive 30 day treatment services for attachment disordered children. \$400,000 has been budgeted for Family Based Services in 2005.

REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney Risk Management Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL (Signature) _____

Date _____

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: **Family Lifestyles, Counseling and Therapy, P.C.**

Originating Department: Community Social Services

Agenda Date:

Amount of Time Requested:

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

Previous County Board Action, If Any: We have contracted with Kevin Blonigan for In-Home Family Based Services since 1998. Family Lifestyles began as a separate organization in August of 2003.

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

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

Family Lifestyles provides family and individual therapy to clients in their homes and community. Services are provided to prevent out-of-home placement of children. Kevin Blonigan is the contractor and is a therapist with this organization.

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

Renew the contract with Family Lifestyles to provide professional and paraprofessional family based services beginning January 1, 2006 through December 31, 2006.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (_ appropriate items):

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

Related Financial Comments:

Unit costs are \$69 per hour for individual and family therapy. \$400,000 has been budgeted for Family Based Services in 2006.

REVIEWS AND APPROVALS AS REQUIRED

_ All Reviews and Approvals Received:

County Attorney Risk Management Human Resources Controller Other

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin. Dept. Use Only: Approved Denied Tabled Other

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: **Stefanie Leighton Rose, LMFT**

Originating Department: Community Social Services

Agenda Date:

Amount of Time Requested:

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

Previous County Board Action, If Any: This is a new contract.

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

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

Stefanie Leighton Rose is a Licensed Marriage and Family Therapist and an experienced provider of in-home services to children and families. She has worked with Family Therapy Network, providing services to children and families in Carver County since 1998 and has contracted with Carver County directly since June 1, 2001.

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

Motion to renew a contract with Stefanie Leighton Rose to provide professional and paraprofessional family based services beginning January 1, 2006 through December 31, 2006.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (_ appropriate items):

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

Related Financial Comments:

Unit costs are \$69 per hour for family therapy. \$400,000 has been budgeted for Family Based Services in 2006

REVIEWS AND APPROVALS AS REQUIRED

_ All Reviews and Approvals Received:

County Attorney Risk Management Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name Contract with Larry Hopwood

Originating Department: Community Social Services

Agenda Date:

Amount of Time Requested:

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

Previous County Board Action, If Any (include other parties which were advised, if any): We started contracting with this individual in March of 2005.

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

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

This is a request for a contract with a consultant for assistance in implementing Signs of Safety as a systemic framework for the delivery of pro-active, client centered, strengths based, solution-focused, and cost effective child protection services.

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

Motion to approve a contract with Larry Hopwood for solution-focused training and consultation services.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (_ appropriate items):

Budgeted:	yes
Not Budgeted:	_____
Amendment Required:	_____
(requires controller approval)	

Related Financial Comments:

Funds are budgeted for staff training. We can provide more training with less money by bringing in a trainer than by sending staff to outside training while obtaining more consistency and focus in our work.

REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL (Signature) _____

Date _____

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: FAMILY THERAPY SPECIALISTS, INC

Originating Department: Community Social Services

Agenda Date:

Amount of Time Requested:

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

Previous County Board Action, If Any (include other parties which were advised, if any): This is renewal of a contract for family based services. We have contracted with this agency since the fall of 1998.

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

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

Family Therapy Specialists, Inc. provides family and individual therapy to clients in their homes and community settings, and skills training services to help keep children functioning in their family setting. Services are provided to prevent out-of-home placement of children. Therapy is provided by master's level therapists with advanced training in family therapy. This agency is the only agency we have under contract that is CTSS certified to provide family based services through Medical Assistance. George Vognar is the Director. George has many years of experience teaching family therapy and supervising family based services.

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

To renew the contract with Family Therapy Specialists, Inc to provide Professional and Paraprofessional Family Based Services from January 1, 2006 through December 31, 2006.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (appropriate items):

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

Related Financial Comments: Unit costs are \$74 per hour for professional services, \$50 per hour for bachelor's prepared in-home skills trainers, and \$60 per hour for master's prepared in-home skills trainers, \$72 per hour for family group skills training using the Scott Sells curriculum in the Parent-Child collaborative program, and \$120 per hour for technical assistance to Carver County with the CTSS process. \$400,000 has been budgeted for contracted Family Based Services in 2006.

REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney Risk Management Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL (Signature)

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):
Approve contract with Victoria Care Center

Originating Department: Community Social Services

Agenda Date:

Amount of Time Requested:

Supp. Doc. Attached (y/n): 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 and benefits)

Victoria Care Center is interested in continuing to provide adult foster care services at its home in Victoria to clients who are funded by Medical Assistance Waiver programs. Pursuant to current rules, Carver County needs to have a contract with the provider in order to use Medical Assistance Waiver Programs to fund these services.

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

To approve the attached contract with Victoria Care Center for the period January 1, 2006 -December 31, 2006.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	\$	
Other Sources & Amounts =	\$	
MA Waiver Funds =	\$	222,480.00
TOTAL =	\$	222,480.00

Budget Information (appropriate items):

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

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Northwest Airlines Dislocated Worker Contract

Originating Department: CSS

Agenda Date:

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)

The US Department of Labor has made additional dislocated worker funds available to assist the latest group of employees laid off from Northwest Airlines become retrained & re-employed. Funds are being distributed by the MN Department of Employment & Economic Development through the Workforce Service Area administrative structure. In this round of funding, HIRED, a private non-profit vendor of Hennepin county, receives the funds & subcontracts to Carver County for program delivery. These funds were anticipated & budgeted for 2006. The amount of the grant is \$35,000 to serve 10 individuals during the time frame 9/1/2005 through 12/31/06.

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

Motion to approve grant with HIRED for \$35,000 to provide dislocated worker services to 10 former Northwest Airline employees.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	
Other Sources & Amounts =	\$35,000
<u>Federal funds</u> =	
_____ =	\$ <u>0</u>
TOTAL =	\$35,000

Budget Information (✓ appropriate items):

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

Related Financial Comments: 100% of these funds are non-county funds.

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:
 County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL (Signature) _____

Date _____

Admin. Dept. Use Only: Approved Denied Tabled Other

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Minnesota Data Analysis Contract - #05-393

Originating Department: Public Health

Agenda Date: January 24, 2006

Amount of Time Requested:

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, benefits and recommendations)

A version of this contract between the Minnesota Department of Health (MDH) and Public Health was reviewed in September '05 and approved and signed by the Co. Board on October 25, 2005. Upon its' return to MDH and prior to final signature, the MDH determined that it was necessary to add a new clause, clause 10 (State Audits). The goal of this contract is unchanged and allows Public Health to conduct data analysis on "not public" birth and fetal death data. With this data, Public Health intends to perform statistical analysis for the purpose of identification, description, and comparison of key trends in health status between and among the following counties; Carver, Anoka, Dakota, Hennepin, Ramsey, Scott, Washington, Meeker, McLeod, Wright, Sibley, LeSueur, Olmsted, and St. Louis.

BOARD ACTION/MOTION REQUESTED (In proper format)

Motion to approve the Agreement with the Minnesota Department of Health for Carver County Public Health to receive birth and fetal death data to conduct data analysis.

FINANCIAL IMPLICATIONS

Funding:

County Dollars = \$ _____

Other Sources & Amounts = \$ _____

TOTAL = \$ N/A

Budget Information (✓ Appropriate Items):

Budgeted: N/A

Not Budgeted: _____

Amendment Required: _____

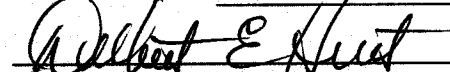
(requires controller signature)

Related Financial Information:

REVIEWS AND APPROVALS AS REQUIRED (Signatures)

County Attorney: _____ Risk Management: _____

Human Resources: _____ Controller: _____



DEPARTMENT HEAD APPROVAL

1-12-06

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Minnesota Immunization Information Connection (MIIC) Grant Project

Originating Department: Public Health

Agenda Date: January 24, 2006

Amount of Time Requested:

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

X

Regular Session

Discussion Session

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

The Minnesota Department of Health has renewed Public Health's contract for the operation of Minnesota Immunization Information Connection (MIIC), which is a statewide immunization registry. With this grant, Public Health will recruit, train and provide support to clinics, schools and other users of the MIIC system. Grant funds to be received are \$5063.

BOARD ACTION/MOTION REQUESTED (In proper format)

Motion to accept the contract for the MIIC immunization registry with the Minnesota Department of Health.

FINANCIAL IMPLICATIONS

Funding:	Budget Information (✓ Appropriate Items):
County Dollars = \$ _____	Budgeted: _____
Other Sources & Amounts = \$ 5,063	Not Budgeted: <u>X</u>
MN Department of Health	Amendment Required: <u>X</u>
TOTAL = \$ 5,063	(requires controller signature)

Related Financial Information: Additions to 2006 Budget:

Add to Revenue:	01-460-462-2382-5320	Immunization Registry Grant	\$5,063
Add to Expense:	01-460-462-2382-6260	Professional & Technical Fees	\$5,063

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: _____

BUDGET AMENDMENT REQUEST FORM

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

DEPARTMENT: Public Health

Date of County Board Session: 1/24/06

Revenue

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Grant	\$ 5,063	Professional Services	\$ 5,063
TOTAL:	\$ 5,063	TOTAL:	\$ 5,063

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: Authorization of Attendance at Out of State Conference

Originating Department: Land & Water Services Division

Agenda Date: 24 Jan 2006

Amount of Time Requested: 0

Supp. Doc. Attached (y/n):

Previous County Board Action, If Any :

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

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

We were recently informed of a conference regarding water monitoring in Ames, Iowa, in February. This agenda for this conference is highly relevant to the activities of the Division. The cost of the conference is very reasonable, \$80/person for registration & lodging. I would like to send 2 people to the conference. This conference was not listed in the budget because I was not aware of it or the agenda when the budget was developed. The budget anticipates attendance of Division personnel at out-of state conferences. However, we limit conference attendance to those conferences that will have value for our current programs and activities. A conference that was valuable last year might not have the same value this year.. Therefore it is not possible to predict which conferences each year will be relevant to Division activities and include them specifically in the budget.

The cost of this conference is well below that we typically see for conferences of this type, even including mileage.

Funds are included in the Water Management Program budget.

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

Motion approving attendance of 2 persons at an out of state conference.

FINANCIAL IMPLICATIONS:

Funding:

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

Budget Information (✓ appropriate items):

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

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

David K. Drealan

David K Drealan

Date: 10 Jan 06

DEPARTMENT HEAD APPROVAL

Division Approval

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM Southwest Metro Drug Task Force Participation

Item Name: Carver County Sheriff's participation in the Southwest Metro Drug Task Force

Originating Department: Sheriffs

Agenda Date: 01-10-06

Amount of Time Requested: N/A

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)

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.

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

Approve Joint Powers Agreement (JPA) between Carver County Sheriff's Office and the South West Metro Drug Task Force for the period of January 1, 2006 through December 31, 2006.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	\$8,400.00
Other Sources & Amounts =	
_____ =	
TOTAL =	\$8,400.00

Budget Information (appropriate items):

Budgeted: Yes
 Not Budgeted: _____
 Amendment Required: No
 (requires controller approval)

Related Financial Comments:

Participation budgeted in 01-201-233-0000-6820

REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney ___ Risk Management ___ Human Resources ___ Controller ___ Other ___

Raymond Buel Olson
 DEPARTMENT HEAD APPROVAL (Signature)

1/10/2006
 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):

Approval for the County Attorney to attend Communities Against Senior Exploitation training in Denver

Originating Department: County Attorney

Agenda Date: January 17, 2006

Amount of Time Requested:

Supp. Doc. Attached (y/n): 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 and benefits)

On December 23, 2005, the County Attorney applied for his office to become one of 20 model sites in America for training in Denver for the CASE Partnership program. The CASE Partnership (Communities Against Senior Exploitation) of the Denver District Attorney's Office was selected by the Bureau of Justice Assistance, Office of Justice Programs, for a national replication project. On January 9, 2006, our office was selected as one of the model sites. The training will be February 9 - 12, 2006. Airfare, hotel accommodations and meals will be paid for by the program. Attached is an article about the program. Two important components of the CASE Partnership are clergy/leader training seminars and power against fraud seminars. The latter are presentations to groups of older adults as well as entire church congregations. It is my plan to make this a county-wide program and engage every faith community and senior organization such as the Carver County Health Partnership in Carver County.

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

Approve Carver County Attorney Mike Fahey to attend the CASE Partnership training in Denver, Colorado February 9 - 12, 2006.

FINANCIAL IMPLICATIONS

Funding:

County Dollars:

Other Source: Bureau of Justice Assistance

TOTAL = Entire Cost

Budget Information (_ appropriate items):

Budgeted:

Not Budgeted:

Amendment Required:

(requires controller approval)

REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney ___ Risk Management ___ Human Resources ___ Controller ___ Other ___

Michael A. Fahey 1/10/06

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin. Dept. Use Only: Approved ___ Denied ___ Tabled ___ Other ___

Partnering with Faith Communities to Prevent Elder Fraud and Exploitation

BY MITCHELL R. MORRISSEY AND LISA CURTIS

THE BUREAU OF JUSTICE ASSISTANCE, Office of Justice Programs has selected the CASE Partnership (Communities Against Senior Exploitation) of the Denver District Attorney's Office for a national replication project. The purpose of the CASE Partnership is to combat elder fraud through faith-based alliances with prosecutors and other law enforcement.

Eighty-one-year-old Grace worked her entire life. She was first a school teacher, then a supervisor with the Department of Motor Vehicles. She had a pension, a house and a bit of savings. Grace decided it was time to sell her home and use the proceeds to move into an assisted living complex. For help, she turned to a man she knew was a "good Christian"—an elder and Sunday school teacher. She turned to him because she thought he was a trusted friend. It was a mistake.

With his "help" Grace sold her home. Within a few days, using Grace's power of attorney, he transferred all of the sale proceeds—\$331,000—into accounts controlled by him. Within one month, he had spent all of Grace's money on himself or for his benefit. Part of it—\$100,000—went into a certificate of deposit, which he pledged to secure a loan to himself. He failed to repay the loan, so the bank took Grace's certificate of deposit.

He loaned \$120,000 to a woman, in whom he had a romantic interest, to purchase a house. He gave \$100,000 to his son in an undocumented, unsecured and undisclosed "loan" that the son would never repay. Of course, the son kicked back some of the money to his father. The rest of the money was simply spent on buying expensive cars, jewelry and gifts. The son got the contents of Grace's

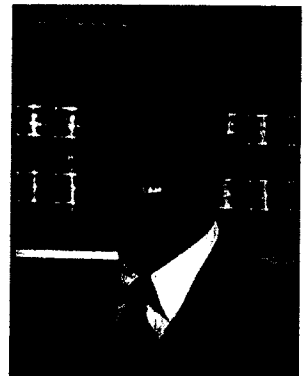
home, liquidated her belongings and kept the money. Grace knew nothing about how her money was being "invested."

When the father (the elder and Sunday School teacher) became ill later that year, Grace, unaware of the fraud and believing her money to be safe and prudently invested, appointed the son as her successor attorney-in-fact. He proceeded to steal what his father had not been able to squander. He received the mortgage payments from the woman his father had admired, and stole another \$21,500 by taking out a loan against the mortgage note. When the woman repaid the mortgage loan, he stole \$36,000 of the money before true friends from Grace's church became suspicious and Grace revoked the power of attorney.

The Denver District Attorney's Office prosecuted both the father and son. The father pleaded guilty to Class Three felony theft and was sentenced to two years in prison. The son was convicted at a jury trial of felony theft and conspiracy and sentenced to 14 years in prison (he was on probation at the time of the crime.)

We have too many victims like Grace. For older adults, becoming a victim of a financial crime has a lasting impact similar to that of a violent crime. Elderly victims often lose their life's savings and, unlike younger victims,

(Continued on page 12)



Mitchell R. Morrissey

Mitch Morrissey was elected Denver's district attorney in 2004 after serving 20 years as a career prosecutor in that office. Lisa Curtis has served as the director of consumer services since 1996.

Partnering with Faith Communities (Continued from page 10)

are unable to return to the workforce to recoup their losses. Losing life savings can have physical and emotional consequences including access to adequate food and housing, health care, in-home care, and an independent lifestyle and secure retirement.

To protect our older citizens, the Denver District Attorney's Office expanded an existing elder fraud prevention program by launching a unique project of education, intervention and advocacy through faith communities. The CASE Partnership (Communities Against Senior Exploitation) has significantly enhanced our relationship with Denver's faith communities, seniors and ethnic minority groups. It has also quadrupled our elder fraud prevention outreach. The CASE program is currently being successfully replicated in three more Denver-area judicial districts and is now available for national replication.

PROGRAM REPLICATION PRODUCTS AND TRAINING AVAILABLE TO PROSECUTORS NATIONWIDE

Due to the success of the CASE program in metropolitan Denver, the Bureau of Justice Assistance, Office of Justice Programs, has selected the CASE Partnership as a national model for program replication, training and technical assistance. Under the direction of Lisa Curtis, our director of consumer services, we will train and assist personnel in prosecutors' offices nationwide to develop faith-based partnerships with the goal of preventing and increasing the reporting of elder financial crimes.

We encourage any prosecutor to become a CASE affiliate through our special Web site: <http://case.denverda.org>. Affiliates will be able to download the CASE Replication Toolkit Zip file directly from the Web site. The CASE Replication Toolkit includes the essential tools you need. All CASE materials are designed to be customized to your office, including a photo of your elected prosecutor if you choose.

In addition to the toolkit, affiliates have access to the Web-based CASE Message Board and can apply to be a CASE model site. Twenty selected prosecutors' offices and law enforcement agencies will receive expense-paid travel to Denver (airfare, three nights lodging and per diem) for in-depth training. Furthermore, five of the 20 sites will be selected to receive on-site program development assistance specific to their communities.

Model sites will be selected by January 1, 2006. Travel

to Denver and training will be scheduled February-March 2006.

ABOUT CASE

The CASE Partnership was originally funded in 2002 as an elder fraud prevention demonstration project of the Office for Victims of Crime, Office of Justice Programs in the Denver District Attorney's Office. Former Denver District Attorney Bill Ritter, Jr. states, "Partnering with faith communities was a bold move for the Denver District Attorney's Office. It has proven to be one of the best community outreach programs we created. I encourage any prosecutor to adopt the CASE program."

Faith communities have proven to be successful partners because:

- A significant number of older adults are active participants;
- Older adults receive much of their information and social support from their church, synagogue or temple;
- Older adults also have a high level of trust and respect for clerical authority.

By providing ongoing programs in this environment, CASE uses the trust and compassion associated with faith communities to effectively educate and empower, protect and assist older adults.

Twenty selected prosecutors' offices and law enforcement agencies will receive expense-paid travel to Denver (airfare, three nights lodging and per diem) for in-depth training. Furthermore, five of the 20 sites will be selected to receive on-site program development assistance specific to their communities.

The CASE Partnership has five basic components:

- *CASE Partner Recruitment.* Partnerships are generated through meetings with denominational executives, clergy and other community leaders.
- *Clergy/Leader Training Seminars.* Clergy and community leaders are invited to a two-hour training seminar to increase their awareness of elder fraud issues and their preventative steps.
- *Monthly Fraud Alerts.* To communicate ongoing fraud prevention information, monthly Fraud Alerts are sent to each faith partner. The majority is sent via broadcast e-mail.

(Continued on page 20)

Partnering with Faith Communities

(Continued from page 12)

- **Power Against Fraud Seminars.** One of the most popular and visible components of the CASE Partnership is the Power Against Fraud seminars which are presented to groups of older adults as well as entire congregations.
- **Victim and Fraud Prevention Assistance.** A Fraud Assistance Line or CASE Assistance Line is designated to encourage reporting of elder fraud and exploitation to the prosecutor's office as well as to provide assistance with fraud prevention steps.

THE SUCCESS OF THE DENVER MODEL

Within one year of implementing CASE, the Denver District Attorney's Office had:

- Recruited 210 faith community partners;
- Trained over 340 clergy and other community leaders on elder fraud and exploitation to increase their awareness and assistance in detecting and reporting elder exploitation, as well as supporting victims;
- Presented 120 faith-based Power Against Fraud seminars to over 4,500 older adults, their families and care givers;
- Assisted over 200 older adults and their care givers with victim and fraud prevention assistance, including the following case.

An 85-year-old woman who attended a Power Against Fraud presentation in her church contacted CASE staff for assistance with a collection agency problem. She was unaware that she had been a victim of credit card theft two years previously. She had credit card bills totaling \$1,750 and a pile of collection letters. Over a six-month period, we helped the victim complete the necessary paperwork and correspond with the credit card company, the collection agencies, and the credit reporting bureaus regarding

the delinquent account. We advocated on the victim's behalf with the credit card company and collection agency. The credit card company risk manager subsequently ruled in the victim's favor and closed the investigation.

The Colorado State University (CSU) Cooperative Extension Service evaluated the original Denver pilot project. In evaluating the opinions of CASE partner clergy, CSU found that prior to training, the majority of clergy were not prepared to help their congregations regarding elder fraud. Following training, 100 percent were prepared, with 70 percent reporting to be "well prepared." In follow-up surveys, 90 percent of clergy reported the monthly Fraud Alerts were helpful; 79 percent of clergy reported that their working relationship with the DA's Office was enhanced.

One clergy member stated, "The training that the DA's office provided to our clergy was really more than training. It opened our eyes. I strongly recommend this training as a way to form real partnerships in our community."

After evaluating the impact of the CASE program on older adults who had attended Power Against Fraud seminars, CSU found:

- Before the seminars, 18 percent of older adults reported they were not informed about types of fraud and only 10 percent were "well informed." Following the seminar, 99 percent reported to be informed with 87 percent "well informed."
- Before the seminars, 40 percent of older adults reported they did not know the steps to avoid fraud and only seven percent were "well informed." Following the seminar, 95 percent reported to be informed with 83 percent "well informed."
- Before the seminars, the majority of older adults reported they were not prepared to report fraud. Following the seminar, 96 percent reported to be prepared to report fraud with 87 percent "well informed."

One older adult stated, "I am normally a very trusting person and give everyone the benefit of doubt. I have been taken advantage of several times. Now I have your fraud guidelines posted by my telephone. Thank you so much for your service to prevent fraud. I do feel more empowered to defend myself against fraudulent intentions."

METRO DENVER REPLICATION OUTCOMES

Due to the success of the Denver model, the Office for Victims of Crime provided funding in 2004 and 2005 to replicate the CASE Partnership in Colorado's 1st, 17th and 18th judicial districts, which serve eight counties in greater metropolitan Denver. These prosecutors' offices have also achieved significant success with their CASE Partnership programs.

As of October 2005, the combined CASE Partnerships of Denver and three other metro-area judicial districts have:

HOW TO START YOUR CASE PARTNERSHIP PROGRAM

Go to the CASE Web site, <http://case.denverda.org>, and click on "Become a Case Affiliate."

Complete the online application form. You will get an e-mail confirming your login and password (usually within two-four hours).

Go to the message board, <http://case.denverda.org.wb>, and log in to download the "CASE Replication Toolkit."

Use the message board for sharing best practices and challenges. Apply to be one of 20 model sites. Application deadline: January 1, 2006.

If you have questions, e-mail Lisa Curtis, Project Director at LLC@denverda.org.

Training Schedule at the National Advocacy Center through March 2006

Introduction: An Introduction to Prosecution

Application Deadline: December 18, 2005

Course: February 13-17, 2006

Childproof: Advanced Trial Advocacy for Child Abuse Prosecutors

Application Deadline: December 9, 2005

Course: February 6-11, 2006

Cross-Examination

Application Deadline: November 18, 2005

Course: January 17-20, 2006

Application Deadline: December 22, 2005

Course: February 21-24, 2006

Cybersleuth I

Application Deadline: November 23, 2005

Course: January 23-27, 2006

Evidence-Based Prosecution of Domestic Violence Cases

Application Deadline: January 20, 2006

Course: March 13-17, 2006

Jury Selection

Application Deadline: January 13, 2006

Course: March 6-9, 2006

Sexual Assault Trial Advocacy: Overcoming Common Defenses

Application Deadline: November 11, 2005

Course: January 9-13, 2006

Trial Advocacy I

Application Deadline: January 6, 2006

Course: February 27 - March 3, 2006

Application Deadline: January 27, 2006

Course: March 20-24, 2006

Application Deadline: February 3, 2006

Course: March 27-31, 2006

Trial Advocacy II

Application Deadline: December 2, 2005

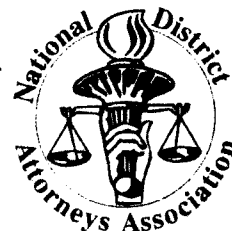
Course: January 30 - February 3, 2006

NDAAs is dedicated to providing state-of-the-art training courses for state and local prosecutors. If admitted to courses at the National Advocacy Center, participants' travel, lodging and meals are provided. For course descriptions and applications, contact NDAAs at the National Advocacy Center at (803) 544-5050.

- Recruited 600 faith community partners;
- Trained over 900 clergy and community leaders;
- Presented 850 faith-based Power Against Fraud seminars to over 35,000 older adults and their families;
- Built a monthly Fraud Alert distribution of close to one million homes through faith community bulletins, newsletters, media and e-mail.
- Expanded the program multi-culturally to ethnic minority, immigrant and refugee populations.

The positive impact of CASE that was experienced in Colorado's 18th Judicial District led District Attorney Carol Chambers to create a full-time position for her CASE director after the initial replication funding ended. Chambers says, "CASE enables this office to be proactive in the fight against fraud, instead of acting only after a

(Continued on page 47)



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- ★ Lapel Stickers
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crime has occurred. The CASE program is providing what the public is seeking—information and resources for the war against fraud. Every law enforcement agency should consider adding the CASE Program.”

District Attorney Don Quick of Colorado's 17th Judicial District reports, “The CASE program is a terrific way to partner with our seniors to prevent these unconscionable crimes. In my 18 years of being a prosecutor, CASE is the best prevention program I have seen for seniors.”

Santa Fe

(Continued from page 31)

maybe treat your carnal side to carne adovado at the Rancho de Chimayó Restaurante.

Or you could discover something about more recent New Mexico history by visiting Los Alamos, high up in the cool Jemez Mountains, whose lights you can just see at night from Santa Fe. Los Alamos, like the modern Pueblos, is not just a fascinating monument to history but a living, bustling town.

And if you just *have* to have the urban experience, there's always Albuquerque, with its metro area population of 750,000. It's the Brooklyn to Santa Fe's Upper East Side, but it has an unpretentious charm of its own. If you poke around its neighborhoods, especially Old Town and Nob Hill, you can find much to like. Now celebrating its 300th birthday, Albuquerque has grown into a sprawling city on the LA / Phoenix model, but you can soar above it on the world's longest tramway to the top of the Sandia Mountains, two miles above sea level. When evening falls you can even watch the only professional baseball team named after a *Simpsons* episode, the Triple-A Albuquerque Isotopes.

Finally, a word of practical advice: the relleno plate, green, whole beans, with a sopapilla and honey for dessert.

Courses given at the National Advocacy Center are listed on page 15 in the magazine.

Prosecuting Drug Cases
November 27–December 1, 2005
San Francisco, California
National College of District Attorneys

Unsafe Havens I:
Prosecuting Online Crimes Against Children
November 29–December 2, 2005
Honolulu, Hawaii
American Prosecutors Research Institute

Forensic Evidence
December 4–8, 2005
San Antonio, Texas
National College of District Attorneys

National Institute on the Prosecution of Sexual Assault
December 6–9, 2005
Arlington, Virginia
American Prosecutors Research Institute

Government Civil Practice
December 11–15, 2005
San Diego, California
National College of District Attorneys

National Institute on the Prosecution of Domestic Assault
December 12–16, 2005
Savannah, Georgia
American Prosecutors Research Institute

Safety Net: Multidisciplinary Investigation and Prosecution of Computer-Facilitated Child Sexual Exploitation
January 23–27, 2006
Dulles, Virginia
American Prosecutors Research Institute

Evidence for Prosecutors
February 2006
San Francisco, California
National College of District Attorneys

Experienced Prosecutor Course
February 19–23, 2006
Chandler, Arizona
National College of District Attorneys

Beyond Finding Words: Emerging Issues in Forensic Interviewing
March 6–9, 2006
Tunica, Mississippi
American Prosecutors Research Institute

White Collar Crime
March 12–16, 2006
Washington, DC
National College of District Attorneys

Successful Trial Strategies
March 19–23, 2006
San Francisco, California
National College of District Attorneys

To Register or Obtain Additional Information about a Course

American Prosecutors Research Institute
(703) 549-4253
Fax (703) 836-3195
www.ndaa-apri.org

National College of District Attorneys
(803) 544-5096
Fax (803) 544-5099
www.law.sc.edu/ncda/



CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

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

**Agreement 88185 with the State of Minnesota and the City of Chanhassen
Professional/Technical Services Agreement
(TH 101 Preliminary Design between New TH 212 and South County Limits)**

Originating Department: Public Works

Agenda Date: January 10, 2006

Amount of Time Requested: n/a

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)

The Minnesota Department of Transportation (Mn/DOT), the City of Chanhassen, and Carver County will complete a preliminary design for Trunk Highway 101 between New TH 212 and the south limits of Carver County. The preliminary design will include corridor scoping, environmental screening, and conceptual layout alternatives. Professional/technical services will be provided by a subconsultant to the City of Chanhassen.

BOARD ACTION/MOTION REQUESTED (In proper format)

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

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	50,000
Other Sources & Amounts =	
Mn/DOT =	50,000
City of Chanhassen =	50,000
Total	150,000

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

12/21/05
 Date

Admin. Dept. Use Only: Approved ___ Denied ___ Tabled ___ Other ___

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE _____
MOTION BY COMMISSIONER _____

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

**MINNESOTA TRANSPORTATION DEPARTMENT
AGREEMENT NO. 88185
between
STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION
and
City OF CHANHASSEN and COUNTY OF CARVER
for
PROFESSIONAL/TECHNICAL SERVICES
for
TRUNK HIGHWAY 101 BETWEEN NEW TH 212 AND SOUTH COUNTY LIMITS**

BE IT RESOLVED that the County of Carver enter into Agreement 88185 with the State of Minnesota, Department of Transportation and the City of Chanhassen for the following purpose:

To provide for payment by the County to the City of Chanhassen of the County's share of the costs of the preliminary design services for Trunk Highway (TH) 101 between New TH 212 and the South County Limits, including corridor scoping, environmental screening, and conceptual layout alternatives.

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 10th day of January, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 10th day of January, 2006.

County Administrator

Date

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

Notary Public _____

My Commission expires _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Agreement with Minnesota Counties Research Foundation

Originating Department: Finance Division

Agenda Date: 1/24/06

Amount of Time Requested: na

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 X Regular Session Discussion Session

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

This is a contract between Carver County and the Minnesota Counties Research Foundation (a branch of AMC) for an indirect cost allocation plan to be completed by MAXIMUS. This plan allows Carver County to recover federal reimbursement for indirect costs associated with Social Services federal programs. Carver County recovers approximately \$180,000.

Board Action/Motion Requested:

Approve indirect cost allocation plan contract between Carver County and the Minnesota Counties Research Foundation.

Funding:

County Dollars =	\$ 7,581
Other Sources & Amounts =	
_____ =	\$
_____ =	\$
TOTAL =	\$7,581

Budget Information (Appropriate Items):

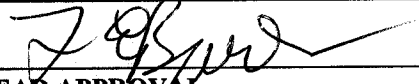
Budgeted: **X**

Not Budgeted:

Amendment Required:
(requires controller signature)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED (Signatures)


Date 1-11-06
DEPARTMENT HEAD APPROVAL

Admin. Dept. Use Only: Approved Denied Tabled Other

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Elected Officials Out of State Travel Policy

Originating Department: Finance Division

Agenda Date: 1/24/06

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):

Item Type (Only One):

Consent

Regular Session

Discussion Session

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

The purpose of item is to adopt a Resolution establishing an Elected Officials Out of State Travel Policy. Pursuant to Statute 471.661 "the governing body of each statutory or home rule charter city, county, school district, regional agency, or other political subdivision, except a town, must adopt a policy that controls travel outside the State of Minnesota for the applicable elected officials of the relevant unit of government". The policy must address:

- (1) When travel outside the State is appropriate;
- (2) Applicable expense limits; and
- (3) Procedures for approval of the travel.

The policy must be reviewed annually and subsequent changes to the policy must be approved by a recorded vote.

Board Action/Motion Requested:

Adopted attached Resolution Establishing an Elected Officials Out of State Travel Policy. The policy will be included in the Board's Operating Rules when the Operating Rules are reviewed as part of the 2007 Organizational Session.

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)

J. E. Buehler
 DEPARTMENT HEAD APPROVAL

1-11-06
 Date

Admin. Dept. Use Only: Approved Denied Tabled Other

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE _____
MOTION BY COMMISSIONER _____

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

ESTABLISHING AN ELECTED OFFICIALS OUT-OF-STATE TRAVEL POLICY

WHEREAS, Carver County residents elect the County Auditor, County Attorney, County Recorder, County Sheriff, County Treasurer, the Board of County Commissioners; and

WHEREAS, out-of-state travel by Carver County's elected officials is necessary and beneficial to the County; and

WHEREAS, Carver County has adopted policies establishing the procedures for approval and reimbursement of travel expenses for its employees; and

WHEREAS, Minnesota Statutes §471.611 mandates each statutory or home rule charter city, county, school district, regional agency, or other political jurisdiction with the exception of a town, adopt an out-of-state travel policy for its elected officials;

THEREFORE, BE IT RESOLVED that Carver County adopts the Elected Officials Out-of-State Travel Policy;

BE IT FURTHER RESOLVED that except where already prescribed in the Elected Official Out-of-State Travel Policy, the procedures and expense limits pertaining to travel by County employees shall also be applied to elected officials

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

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

County Administrator

Date

ELECTED OFFICIALS OUT-OF-STATE TRAVEL POLICY

POLICY:

It is the policy of Carver County to establish guidelines for out-of-state travel requested by elected officials.

PUBLIC PURPOSE:

Travel by elected officials benefits the County through improvements to the operation of the County; enhanced communication with federal, state, and local governmental jurisdictions; and strengthened cooperation with other government jurisdictions.

PROCEDURE:

- A) This policy applies only to elected officials of Carver County.
- B) The County Board will approve the out-of-state travel request when it is of benefit to the County.
- C) The procedures described in existing County policies with regard to travel reimbursement shall be applied to elected officials.
- D) All out-of-state travel requests will be presented to the County Board of Commissioners for approval prior to the planned date(s) of travel or within 30 days after travel.
- E) The County Board will consider each request and evaluate the appropriateness of travel using the following guidelines:
 - 1) The cost of the conference, institute, training program, and related travel must be within the annual travel expense budget approved by the County Board. Exceptions may be made with the approval of the County Board through an amended budget. The County Board will set any applicable expense limits.
 - 2) The contacts made or the information obtained must be to the benefit of the County. Benefits to the County may include, but are not limited to, improvements to the operation of the County and the respective department; communication with state and federal offices; cooperation or communication with other local government jurisdictions; meetings requiring the presence of an elected official; representation of the County on national, state, or inter-jurisdictional committees; and professional development.
- F) This policy will be reviewed annually by the County Board at the first meeting of each year as part of the Board Operating Rules.

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

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

Originating Department: **Auditor**

Agenda Date: **1/24/06**

Amount of Time Requested: **0 minutes**

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 **XX** Regular Session _____ Discussion Session _____

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

Attached is a list of businesses that have applied for a Tobacco License in compliance with the Carver County Tobacco Ordinance. The owners are requesting approval by the Carver County Board of Commissioners for them to sell tobacco products. There are no delinquent taxes on these parcels.

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

FINANCIAL IMPLICATIONS

Funding:

County Dollars = \$

Other Sources & Amounts =

_____ = \$

_____ = \$

TOTAL = \$

Budget Information (✓ appropriate items):

Budgeted:

Not Budgeted:

Amendment Required:

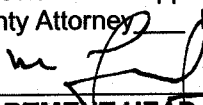
(requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____



1-17-06

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin.. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

Tobacco License Applications To Be Approved by County Board

License #10-604 Holiday Stationstores, Inc. James Hupp 502 N Faxon Rd	License #
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CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): Accept Donation of 2 Camp Snoopy Tickets

Originating Department: Employee Relations

Agenda Date: 1/24/2006

Amount of Time Requested:

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 X Regular Session _____ Discussion Session _____

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

Camp Snoopy has given the Carver County Employee Club two free admission tickets in appreciation for selling employee discount tickets. These tickets are valued at \$17.25 each. Request that the Carver County Board of Commissioners accept the donation. The Carver County Employee Club will hold a drawing at our next Employee Club event to distribute these tickets. These tickets will be accepted by the Camp at the Mall of America after the official name change at the Mall.

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

Request approval for donation acceptance of 2 tickets for Camp Snoopy.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

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

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

_____ Doris M. Krogman _____ 1/18/06 _____

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

Report Date: January 18, 2006

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): Auditor, Treasurer, and Recorder Reorganization Public Hearing

Originating Department: Administration	Agenda Date: 1/24/05
Amount of Time Requested: 30 Minutes	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 <u> x </u> Discussion Session _____	

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

The County Board requested a series of public hearings regarding the issue of reorganizing the Auditor, Treasurer, and Recorder Offices. County Administration will provide background on this issue during the hearings and there will be opportunity for public input.

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

Motion to open the public hearing regarding the reorganization of the Auditor, Treasurer, and Recorder Offices and to continue this public hearing according to the following schedule.

February 8, 2006 - 7:00 p.m.
Waconia City Council Chambers, Waconia City Hall

February 15, 2006 - 7:00 p.m.
Public Works Headquarters, Cologne

February 22, 2006 - 7:00 p.m.
Chanhasen City Council Chambers, Chanhasen

February 28, 2006 - 9:00 a.m.
County Board Room, Chaska

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

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

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:
 County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

 David J. Hemze
DEPARTMENT HEAD APPROVAL (Signature) _____
 1/17/06
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):
Public Hearing – Hans Hagen Homes Request for Appeal of Water Management Rules

Originating Department: Land & Water Services - Planning & Water Mgmt.	Agenda Date: 1/24/06
Amount of Time Requested: 10 ⁵ minutes	Supp. Doc. Attached (y/n): y
Previous County Board Action, If Any (include other parties which were advised, if any): 1/17/06 Motion to continue Public Hearing	
Item Type (✓ Only One): Consent _____ Regular Session <input checked="" type="checkbox"/> Discussion Session _____	

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

Hans Hagen Homes has submitted a request for appeal of the County Water Management Rules on the Villages at Cologne site in the City of Cologne. Specifically, the appeal is requesting that the infiltration/filtration requirement of the Rules be waived for the entire 505 acre development site. The County Water Management Rules state that The County Board may hear requests for relief in instances where the Rules would cause undue hardship because of circumstances unique to the property under consideration. The Board may grant relief where it is demonstrated that such action will be keeping with the spirit and intent of the Water Management Plan.

The County Board opened the public hearing on November 22, 2005, continued the public hearing on January 17, 2006 and again to January 24, 2006. Staff met with Hans Hagen in early January to discuss other options for applying the Water Rules to the site, and it appears that a solution is possible although no plans have been submitted for review at this point.

Hans Hagen has sent a letter extending the review period to Feb 28, 2006 per the requirements of MS 15.99 (60-day law). They are also requesting that the Board continue discussion at the Feb 7, 2006 Board meeting. The Board can still choose to make a decision on the appeal at any time prior to Feb 28, 2006.

Staff is requesting that the Board continue the public hearing to February 7, 2006. At that point the appeal may be dropped by the applicant as it would no longer apply, or the Board could choose to make a decision on the appeal.

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

Motion to continue the public hearing to February 7, 2006 to consider the request from Hans Hagen Homes to appeal the Water Management Rules requirements on the Villages of Cologne.

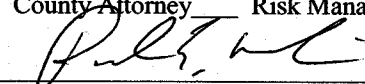
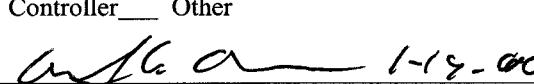
FINANCIAL IMPLICATIONS

<i>Funding:</i>	
County Dollars =	\$ 0.00
TOTAL =	\$ 0

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:
 County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

 _____ DEPARTMENT HEAD APPROVAL	1/19/06 _____ Date	 _____ DIVISION DIRECTOR APPROVAL
	1-19-06 _____ Date	

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

Hans Hagen Homes

January 19, 2006

Paul Moline
Carver County Planning and Zoning
600 East 4th Street
Chaska, MN 55318

RE: Appeal of Water Management Rule Permit for The Village at Cologne

Dear Mr. Moline:

Hans Hagen Homes hereby requests that the County Board table the above referenced appeal at its next meeting and reschedule the application for its February 7, 2006 meeting. Hans Hagen Homes is requesting the item be tabled to provide additional time to consider alternative storm water methods and to provide the necessary time for County review of the revised information.

To facilitate the above request, Hans Hagen Homes hereby agrees to extend the 60-day review period of the above-referenced application until February 28, 2006 pursuant to Minn. Stat. 15.99.

If you have any questions, please feel free to call me at (763) 586-7267.

Sincerely,



John Rask
Vice President Land Development

*Paul,
Thanks again for your help.*



CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: 2007 Elected Official Minimum Compensation

Originating Division: Employee Relations

Agenda Date: January 24, 2006

Amount of Time Requested: 10 minutes

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

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 and benefits)

2006 is an election year; and the County Board has an obligation to set the minimum salaries for the County Attorney, County Auditor, County Recorder, County Sheriff and County Treasurer during January for the November election. The attached Board Resolution proposes minimum salaries that are more realistic at this point in time than are the statutory minimums. These proposed minimums are based on the current office holders' salaries, their office staffing structures and consideration of internal equity.

Because the Board is currently considering combining the County Auditor and County Treasurer into one elected office, the County Auditor-Treasurer, the Resolution also includes a proposed salary for that combined office.

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

Motion to approve the Board Resolution setting the 2007 minimum compensation levels for the Carver County Attorney, County Auditor, County Recorder, County Sheriff, County Treasurer and County Auditor-Treasurer.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	\$ 387,000
Other Sources & Amounts =	
_____ =	\$
_____ =	\$
TOTAL	\$ 387,000

Budget Information (✓ appropriate items):

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

Related Financial Comments: The estimated financial implications include salaries and benefits for five elected officials at the minimum rates proposed. These amounts would not be in the Budget until 2007 when the elected officials affected by them actually take office.

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Employee Relations _____ Controller X Other _____

_____ Doris M. Krogman _____

1/12/06 _____

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE January 24, 2006 RESOLUTION NO. _____
 MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has authority and responsibility to establish minimum compensation levels for the County Attorney, County Auditor, County Recorder, County Sheriff and County Treasurer; and

WHEREAS, the Carver County Board of Commissioners may choose to combine the elected offices of County Auditor and County Treasurer into a combined elected position of County Auditor-Treasurer prior to the 2006 election, pursuant to Minn. Stat. § 375A.10, subd. 5; and

WHEREAS, the Carver County Board of Commissioners intends to establish 2007 minimum compensation for the elected offices of County Attorney, County Auditor, County Recorder, County Sheriff, County Treasurer and County Auditor-Treasurer.

THEREFORE, BE IT RESOLVED, the County Attorney, County Auditor, County Recorder, County Sheriff, County Treasurer and County Auditor-Treasurer minimum compensation for calendar year 2007 shall be:

- A. County Attorney - \$72,000.00.
- B. County Auditor - \$55,000.00.
- C. County Recorder - \$54,000.00
- D. County Sheriff - \$72,000.00.
- E. County Treasurer - \$45,000.00.
- F. County Auditor-Treasurer - \$60,000.00.

BE IT FURTHER RESOLVED, any of the minimum compensation may be waived by the County Attorney, County Auditor, County Recorder, County Sheriff, County Treasurer or County Auditor-Treasurer upon taking office.

BE IT FURTHER RESOLVED, the County will reserve the right to make adjustments above these minimum compensation levels, including additional salary and / or benefits by subsequent Carver County Board Actions.

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 24thⁿ day of January, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 24th day of January, 2006.

 County Administrator

 Date

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Contract with Architecture firm of Bentz/Thompson/Rietow Inc. for Site and Space Planning of Chanhasen License Center

Originating Department: Administrative Services

Agenda Date: 01/17/06

Amount of Time Requested: 10 minutes

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

Previous County Board Action, If Any (include other parties which were advised, if any): Resolution approved 1/25/05 supporting a second License Center to be located in Chanhasen; Discussion Session October 11, 2005

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

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

Staff recommends a two phased approach to get the County underway in the design and ultimate construction of a new License/Service Center in the City of Chanhasen. Phase I involves the current request to approve a contract with Bentz/Thompson/Rietow (BTR) Architects to provide the initial design work for the proposed facility. This contract will result in:

- The development of a site feasibility study; and
- A program study which will determine the space and parking requirements

Once a determination is made as to the number of workstations, public seating, staff work area size, future expansion needs, parking needs, the facility footprint size will be ascertained and potential site(s) will be examined to determine a suitable location.

Phase II, to be put in front of the Board in the near future, will involve recommending another contract with BTR to provide the actual construction drawings enabling staff to publicly bid the project. The reason a two phased approach is recommended is we don't presently know if this will be a new construction project or a remodel. And if it is a remodel, to what extent will there be site development and mechanical system upgrades needed. All of these factors will have an impact on the cost of a design team and therefore staff would like to finish phase I and then provide the Board with more accurate cost figures to base their decisions.

BTR was one of three architects interviewed by Mark Lundgren, Laurie Engelen and Steve Taylor. While all three firms who were interviewed had the necessary knowledge and qualifications to perform the work, BTR stood out because of their specific, successful experience in designing License/Service Centers. Their projects include service centers in Eden Prairie, Maple Grove, Ridgedale and Midtown.

County staff were provided a tour of the Eden Prairie facility by Hennepin County staff, and were favorably impressed with the layout, design work as well as BTR's ability to renovate an existing building (a County Library) and convert it to a fully functioning service center.

BTR's deliverable will outline recommendations on the scope and estimated construction cost, suitable to proceed into design. We have discussed with the architect the Board's desire to partner with other governmental entities (federal, state, city) or at a minimum to plan for adequate space to support other County department's space needs.

Attachment 1 outlines the proposed scope of work with a proposed not-to-exceed of \$35,000 for BTR's design efforts and a not-to-exceed of \$1,200 for reimbursables; see attachment 2. Attachment 3 provides hourly billing rates for the firm. In the event an existing building is identified for re-use, staff requests the following:

- An allowance of \$5,000 for mechanical, electrical and structural engineering time for up to two sites.
- An allowance of \$1,200 for structural engineering time.

- An allowance of \$3,000 for environmental and geotechnical services consulting firm to perform typical phase 1 environmental and asbestos reporting for one site.

The costs for the above efforts total \$45,400. Additionally, an allocation of \$10,000 for general conditions is requested for permitting, incidental expenses and related costs.

BOARD ACTION/MOTION REQUESTED (In proper format)

Motion to approve the contract with Bentz/Thompson/Rietow Inc. for Site and Space Planning of Chanhassen License Center totaling \$45,400.

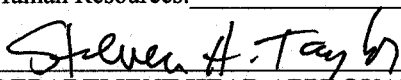
Motion to approve general conditions of \$10,000.

FINANCIAL IMPLICATIONS

<p><i>Funding:</i> County Dollars = \$55,400 Other Sources & Amounts = _____ = \$ _____ = \$ TOTAL = \$55,400</p>	<p><i>Budget Information (✓ Appropriate Items):</i> Budgeted: X Not Budgeted: Amendment Required: (requires controller signature)</p>
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Related Financial Comments: Funded as part of the 2006 budget

REVIEWS AND APPROVALS AS REQUIRED (Signatures)

County Attorney: _____	Risk Management: _____
Human Resources: _____	Controller: _____
 DEPARTMENT HEAD APPROVAL	1/17/06 Date

Admin. Dept. Use Only: Approved ___ Denied ___ Tabled ___ Other ___

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Food, Beverage, and Lodging Authorization

Originating Department: Public Health

Agenda Date: 1-24-2006

Amount of Time Requested: 30 minutes

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

Previous County Board Action, If Any (include other parties which were advised, if any): 10-11-2005 discussion

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

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

Follow up to our presentation from October 11, 2005 Board Discussion which was a recommendation by Carver County Public Health to submit a proposal to enter into a delegation agreement with the Minnesota Department of Health (MDH) for a Food, Beverage and Lodging (FBL) program to be fully implemented by January 1, 2007. At this Board Discussion it was requested of Public Health to explore in greater detail the risk and liabilities of this service and to seek the opinion of operators of establishments of having an FBL program implemented locally. See the attached supplemental document.

To establish this program, Public Health is requesting an addition of \$83,573 to its Division budget. This amount would provide funding to add one FTE, equipment, supplies, and software. These costs were not previously included in the Public Health Division budget for 2006. It is anticipated that expenses in future years would be covered by the fee structure. Indirect expenses would also be associated with the support of the attorney's office to facilitate the establishment of ordinances specific to FBL program needs.

MDH requires a proposal to be submitted in order to enter into a delegation agreement. As a result, Public Health will need to develop and complete: sanitarian job description, policy and procedure, functions, activities, ordinances and acquire software and equipment.

BOARD ACTION/MOTION REQUESTED (In proper format)

Authorize Public Health to submit the proposal to MDH: "Delegation of Authority to Regulate Food, Beverage and Lodging Establishments, Manufactured Home Parks, Recreational Camping Areas, and Youth Camps". In order to do this Public Health will develop a job description for a Registered Sanitarian, recruit and hire for this position. The Sanitarian will work with the county attorney office to establish local ordinances and processes for regulation including enforcement, develop; licensing structure, a fee structure, construction and remodel plan review process, determine documentation processes including software acquisition, and establish a recommended Carver County FBL Advisory Committee.

Authorize the addition of \$83,573 to the Public Health Division budget for 2006 from the County's Contingency account to support the costs of the FBL program.

FINANCIAL IMPLICATIONS

Funding:

County Dollars = \$ 83,573

Other Sources & Amounts = \$ _____

TOTAL = \$ 83,573

Budget Information (✓ Appropriate Items):

Budgeted: _____

Not Budgeted: X

Amendment Required: X

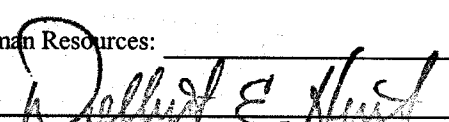
(requires controller signature)

Related Financial Information: Funding from the County Contingency account is requested to support estimated program costs as follows: Sanitarian salary and benefits \$76,074, meeting related expenses \$2,500, supplies/tool kit and documentation and data software \$5,000.

REVIEWS AND APPROVALS AS REQUIRED (Signatures)

County Attorney: _____ Risk Management: _____

Human Resources: _____ Controller: _____

 _____

DEPARTMENT HEAD APPROVAL

Date

40

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

**Public Health Food Beverage and Lodging board Agenda Item
January 24, 2006
Supplemental Attachment**

Community Forum

220 establishments including restaurants, day care centers, lodging, public swimming pools, and camps received an invitation to a Public Health sponsored community forum of a facilitated discussion group. Two discussion groups were attended by representatives from restaurants, day care centers, public schools, camp grounds, a county commissioner, the Minnesota Department of Health Sanitarian and Carver County Public Health.

The following is a synopsis of the identified benefits of a local program as compiled from the discussion groups.

- Expect that local provision of a program will result in timely follow-up with local establishments
- Anticipate improved communication between establishments and local FBL staff so minor issues are resolved before becoming major issues
- Opportunity to have Public Health conduct Food Vendor training locally resulting in more food service vendors trained
- Anticipation of increased clarity of the requirements, improved communication, and timeliness of responses with local staff and local service
- Consistency with FBL staff provided from the local level resulting in consistency of program implementation
- Questions would be addressed in a timely manner currently not the experience with the state
- Fee structure reflective of the local service

Review of risk to the county

MICIT (Jane Hennagir) provided an overview of personal liability public duty doctrine. This doctrine provides that a statutorily created public duty cannot be the basis of an individual cause of action. Here is an example: The County engages in inspection and licensing of a restaurant in fulfilling the public duty to monitor health. After the inspection and licensing a food borne illness outbreak occurs due to lack of adequate hand washing from the cook. The restaurant owner may make a claim for damages against the county and the sanitarian. Immunity applies because an individual may not make a claim for breach of a public duty as opposed to a private duty.

Carver County Risk/Emergency Management also explored through MCIT any liability concerns. Risk/Emergency Management was referred by MCIT to Washington County FBL Program Manager Cindy Weckwerth, Washington County Public Health and Environment.

Ms. Weckwerth stated: "...the inspection would have to be woefully and blatantly negligent for the county to be saddled with liability. It is the establishment's owners and managers who are responsible for safe food handling and disease prevention, not the sanitarians. The health department role is to verify that establishment personnel are following the food code, cite areas/practices out of compliance with the food code, and provide the education on how to get the establishment back on course."

Ms. Weckwerth reviewed the Washington County Public Health and Environment experience in providing FBL services in the county: "based on my history at the county (15 years) there are many advantages and no disadvantages to having the program operated locally. Local programs...are able to provide excellent service to the establishments and positively impact public health. The establishment operators are more likely to tap into staff as a resource for education and consultation tailored to meet their needs. Local programs are also more likely to meet the inspection frequency requirements established in the Minnesota Food Code, respond quickly to any emergencies or outbreak scenarios, and to make repeat visits for follow-up on issues. From a public health stand point, I encourage you to look seriously at this opportunity."

BUDGET AMENDMENT REQUEST FORM

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

DEPARTMENT: Public Health

DATE: 1/24/06

Revenue

Description of Account funds are to be transferred from:	Amount	Description of Account funds are to be transferred to:	Amount
Commissioners Contingency	\$ 83,573	Salary	\$ 76,074
		Supplies	\$ 7,500
TOTAL:	\$ 83,573	TOTAL:	\$ 83,574

A. Reason for Request: See Board Action.

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

C. Contingency Acct. Beginning Bal (01/01/04): \$ 300,000

D. Contingency Acct. Current Bal.: \$ 297,000

E. Current Balance After Adj.: \$ 213,427

F. Requested By:

G. Recommend Approval: Finance Director

H. County Board Decision: Approval/Disapproval

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

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Discussion of Solid Waste Processing Subsidy Issues.

Originating Department: Land and Water Division - Environmental Services

Agenda Date: January 24, 2006

Amount of Time Requested: 1 hour

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

Previous County Board Action, If Any (include other parties, which were advised, if any): The Board terminated the Waste Processing Subsidy program in December of 2003.

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

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

Staff have been asked to provide background material for a discussion of the former Solid waste Processing Subsidy and current issues related to this subject. Please note attached materials.

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

NA - discussion.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (appropriate items):

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

Related Financial Comments

No funds were included in the 2006 budget for a solid waste processing subsidy..

REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney Risk Management Human Resources _____ Controller _____ Other _____

Mike Lein _____ 12 Jan 06 _____ Dave Drealan 12 Jan 06

DEPARTMENT HEAD APPROVAL Date Division approval

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

DATE: January 19, 2006
TO: Dave Drealan, Land and Water Director
FROM: Michael Lein, Environmental Manager
RE: Solid Waste Processing Issues.

As you requested, the following is a brief history and a summary of issues related to the Solid Waste Processing subsidy.

History

In the early 1980's, Carver County was embroiled in controversy over solid waste management issues. Four solid waste landfill sites, one hazardous waste landfill site and one ash landfill site had been selected for potential development. These were mandated by the State to ensure that residential, commercial and industrial waste could be safely and efficiently managed. County residents, especially those on or near these sites, actively opposed these efforts. The County Board joined these efforts with a major lobbying effort at the legislature. County commissioners, staff and lobbyists argued that the State should be promoting waste reduction, recycling and processing over landfilling. At that time, landfilling was viewed as an undesirable land use in both the suburban and agricultural portions of the County.

Many of the County's current solid waste programs evolved out of the landfill siting controversy. The State dropped the landfill siting mandates but required that each county develop a Solid Waste Master Plan that stressed alternative waste management techniques. Our rural recycling drop off sites, city recycling programs, the special waste collections and the Environmental Center are all out growths of those efforts. Carver County has been a leader in developing these types of programs. About 50% of the County's waste is now handled by these programs.

Finding a waste processing option for the remaining solid waste has been a more difficult issue. County commissioners and staff spent over ten years and thousands of dollars researching solid waste processing. The processing facility development project was halted in the early 1990's due to a very unstable legal and financial climate. Construction of a facility was viewed as a risky long-term commitment. In 1993, the County Board began offering an incentive or rebate to solid waste haulers to deliver County solid waste to existing processing facilities [typically waste to energy or composting facilities]. This rebate was seen as a relatively low cost method to encourage processing without the long term risk and financial commitment of building a facility.

The Board increased the Solid Waste Service Charge from \$20 to \$35 per household to fund both this program and increased recycling efforts. The Processing Subsidy was

capped at \$250,000 per year. About \$10 of the \$35 per household Solid Waste Service Fee was used for this program.

The processing rebate was initially set at \$10 per ton. Haulers were required to sign contracts and submit reports showing the final destination of the waste they collected. A contract was signed with Hennepin County allowing the use of its facilities. Several other private facilities were available for use by County haulers. Haulers were sent a rebate of \$10 for every ton delivered for processing. The rebate was raised to \$15 per ton in 1994 to further stimulate the program. It was increased to \$20/ton in the late 1990's when the State started reimbursing counties about \$5 per ton for processed waste.

This program was a "first of its kind". Several other counties [including Dakota County] and the State of Minnesota developed similar programs several years later. Participation in the program varied from year to year depending on availability of facilities and hauler cooperation. In 1996, over 13,000 tons of waste was eligible for the rebate [about 35% of the total collected]. Waste amounts then started to decline due to the closing of several private facilities, hauler ownership changes, and other factors. From 1997 to 2003 amounts fluctuated between 8,000 to 10,500 tons per year – around 20% of the amount available for processing. The program was halted at the end of 2003 due to a lack of facility capacity, cost, and concerns over the efficiency of the program. The Solid Waste Service Fee was reduced from \$35 to \$26 per household to reflect the termination of the program.

Current Status

Processing of Carver County solid waste has decreased since the program was terminated. Less than 10 per cent of Carver County's waste [approximately 3,500 tons] is now processed. Most of this waste is delivered to the Hennepin County facility in Minneapolis or the Ramsey/Washington County facility at Newport [Washington County]. Over 75% of the remaining waste is delivered to the Spruce Ridge landfill in McLeod County. Small amounts of waste are landfilled in Dakota County, the Elk River area and Iowa. The County does not have an active waste processing program other than membership in the Metro Solid Waste Management Coordinating Board. This joint powers board is working on waste processing issues on a regional and State wide basis.

Several things have changed since the program was terminated at the end of 2003. There is now capacity available at existing facilities such as the Ramsey/Washington County facility in Newport. A new transfer station has also opened close to Carver County [Louisville Township in Scott County] and can be utilized to efficiently transport waste to facilities. Several haulers have started to market processing options in Carver County.

Funding

The 2006 budget does not include funding for a solid waste processing rebate. The Solid Waste Service fee is currently \$23 per household. It is used to fund ongoing solid waste programs such as the Environmental Center, the five rural/small city recycling drop off

centers, grants to cities and townships, special waste collections, etc. All other solid waste grants and fees are committed to these programs

The County does have a Solid Waste Fund. The Fund was generated via the unused funds from the processing rebates program. Many counties have Solid Waste Funds to insulate yearly budgets from unexpected solid waste costs, plan for future facilities, maintain facilities, etc. The Solid Waste Fund was used to purchase the Environmental Center and expenses related to the large growth of this program. The amount of funds in 2006 Solid Waste Fund will depend on final expenditures and revenues for 2005. The Fund balance is likely to be about \$150,000.

The Solid Waste Fund would not be an adequate source of funding for a rebate program similar to the previous program. Payment for the waste that is being processed today at \$15 per ton would require \$50,000 to \$60,000. If the program attracted 9,000 tons of waste, as it did in 2003, \$135,000 would be needed. This represents almost the entire fund balance.

Other Considerations.

Consideration should be given to priorities and other potential needs for solid waste funding. We are currently developing a proposal to construct a yard waste bunker at the Environmental Center. Total cost for this is unknown but will likely exceed \$40,000. This project may pay for itself in several years due to increased efficiencies in handling yard waste. It would also significantly improve customer service and ease of handling. It is a high priority project for these reasons.

Several other needs have been identified at the Environmental Center. The most immediate issues are an electronic data management system, roof drainage issues, and an "awning" or carport to cover the waste receiving. Other issues include an inefficient heating/air conditioning system and normal building maintenance issues such as roof repair/replacement.

It is also important to remember that the rebate program was started after considerable discussion among Commissioners, facilities and haulers. Staff has not had the opportunity to meet with the hauling community and facility operators to discuss terms and conditions of contracts, amount of subsidy, facility availability, etc.

The Solid Waste Service Fee would be the most likely source of funding for this program. It can not be increased until the 2007 budget year. The Board should consider how much it is willing to raise the Solid Waste Fee to fund both inflationary costs of other solid waste programs and a processing subsidy. A program that resulted in over 50% of the County's waste being processed would require a subsidy of \$200,000 at \$10 per ton or \$300,000 at \$15 per ton. This would represent an increase in the fee of \$6 to \$10 [from \$23 to \$29 or \$33 per household] to fund only the processing program.

Please contact me if you have questions.