



Carver County Board of Commissioners  
 October 20, 2015  
 Board Meeting  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

- 4:00 p.m. 1. a) **CONVENE**  
 b) **Pledge of allegiance**  
 c) **Public comments (limited to five minutes)** *Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.*
2. Agenda review and adoption
3. Approve minutes of October 6, 2015, Regular Session ..... 1-3
4. Community Announcements
- 4:05 p.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Finalize Contract for S.A.P. 010-599-018: 166th St Bridge No. 10J32 Over Silver Creek ..... 4-5
- 5.2 Finalize Contract for SAP 010-641-005: Reconstruction of CSAH 41 Bridge #10547 Over Bevens Creek ..... 6-7
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.3 Application for 2015-2016 renewal of On Sale, Off Sale and Sunday Liquor License for Hollywood Sports LLC dba ..... 8
- 5.4 Application for 2015-2016 renewal of Brewer Off Sale including Sunday Liquor License for Schram Winery, LLC dba Schram Vineyards, Winery & Brewery ..... 9
- 5.5 Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Whistle Post LLC dba Sovereign Estate Wine ..... 10
- 5.6 Application for renewal of the On Sale, Off Sale and Sunday Liquor License for Hollywood Roadhouse LLC dba Hollywood Roadhouse. .... 11
- Growth: Manage the challenges and opportunities resulting from growth and development*
- 5.7 Amendment to Professional Services Agmt. with Bolton and Menk for CSAH 61 & TH 41 Corridor Study ..... 12-13
- Culture: Provide an organizational culture which fosters individual accountability to achieve goals*
- 5.8 2016 Non-Bargaining Employee Benefits..... 14
- 5.9 Approval of the 2016 Minnesota Public Employees Association Sheriff's Office Licensed Deputies Collective Bargaining Agreement and 2015 MoA..... 15

5.10	Approval of Memorandum of Agreement with AFSCME General Unit Regarding Insurance.....	16
5.11	Approval of Memoranda of Agreement with AFSCME Social Services Regarding Insurance.....	17

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

5.12	Review Social Services/Commissioners Warrants .....	NO ATT
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4:10 p.m.      **RECESS AS COUNTY BOARD AND CONVENE AS THE CARVER COUNTY COMMUNITY HEALTH BOARD**

4:10 p.m.	<b>6. CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals</b>	
	6.1 Resolution by the Community Health Board to appoint Laura Reid as Community Health Services Administrator. ....	18-19
	6.2 Request for approval to contract with Mn Dept of Health.....	20-21

**ADJOURN AS THE COMMUNITY HEALTH BOARD AND RECONVENE AS THE CARVER COUNTY BOARD**

4:25 p.m.	<b>7. FINANCES: Improve the County's financial health and economic profile</b>	
	7.1 <b>Closed Session</b> for Review of Appraisal - Former Chaska Public Works Property .....	22

5:00 p.m.      **ADJOURN REGULAR SESSION**

5:00 p.m.	<b>BOARD REPORTS</b>	
	1. Chair	
	2. Board Members	
	3. Administrator	
	4. Adjourn	

David Hemze  
County Administrator

**UPCOMING MEETINGS**

October 27, 2015	7:30 a.m. Carver County Leaders Meeting
October 27, 2015	9:00 a.m. Board Work Session
November 3, 2015	9:00 a.m. Board Meeting
November 10, 2015	No Board Meeting
November 17, 2015	4:00 p.m. Board Meeting
November 24, 2015	9:00 a.m. Board Work Session

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on October 6, 2015. Chair Randy Maluchnik convened the session at 9:04 a.m.

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

Members absent: None.

The following amendment was made to the agenda:

Move 5.7 to 7.2 – Reduction in retainage for CSAH 18 (Lyman Blvd) Reconstruction Project.

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

Lynch moved, Ische seconded, to approve the minutes of the September 15, 2015, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Resolution #53-15, Awarding of 148754 SP 010-030-007 CSAH 14 Traffic Control Signal Systems and ADA Improvements, Carver County Contract 15-403.

Approved the use and launching of toy rockets at Baylor Regional Park by Boy Scout Pack 391 on Saturday, October 10<sup>th</sup>.

Resolution #54-15, Authorizing Offers of Compensation to Landowners for Easements Required for the CSAH 17 and Pleasantview Road Intersection Improvement Project (SAP 010-617-023).

Approved the purchase of a used dozer from Larson Implements, Harris, Minnesota, for \$101,531.25.

Adopted Findings of Fact and issued Order #PZ20150046 for the issuance of Conditional Use Permit #PZ20150046, Carver County Public Works, Camden Township.

Adopted Findings of Fact and issued Order #PZ20150047 for the issuance of Conditional Use Permit #PZ20150047, Josh Kloos/Chris LaCombe, Laketown Township.

Resolution #55-15, Joint Powers Agreement with the State of Minnesota.

Approved the following abatements:

09.0281500	BradleyWeinzierl
75.3150400	Jesse Scherber (2014, 2015)
06.0080510	Mathew Hart
11.0241100	Robert Lueck
75.3180360	Brad Schoenherr
30.9520127	Vernon Darland
30.9520127	Jennifer Caballero

Reviewed September 22, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$369,653.78; reviewed September 29, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$234,872.10 and reviewed October 6, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$235,068.50.

Motion carried unanimously.

Paul Moline, Planning and Water Management, requested the Board authorize hiring an AIS program supervisor. He noted the direction to shift the AIS program from Parks to Planning and Water Management in 2016 and the recent work session on the program.

He indicated this would provide an opportunity to coordinate the program in one place and identified the model they would be looking at. Moline explained the duties of the position and proposed funding sources. He recognized moving forward this would be an evolving program and they wanted to get a 3-5 year planning approach.

Workman moved, Degler seconded, to authorize creating the AIS program supervisor position, to fill that position in 2015 and related budget amendment. Motion carried unanimously.

Rod Franks, Health and Human Services, requested the Board increase a support aide position and authorize hiring a support specialist.

He explained he was building out his management team and taking on new child protection staff using special State Child Protection grant funding. In addition, his Division was entering into a records management project, MnSure open enrollment was beginning and continuing to integrate the support needs of the Public Health Department into Health and Human Services. Franks pointed out the support specialist was included in the Administrator's 2016 recommended budget and he was asking to advance that request to hire the position at this time.

Franks indicated they would be able to cover the increased cost in 2015 without additional levy pressure using child protection grant funds.

Ische moved, Lynch seconded, to increase the current support aide position from 0.6 to 1.0, to hire in 2015 the support specialist included in the Administrator's recommended 2016 budget and related

budget amendment.

The Board was requested to approve a reduction in retainage for the CSAH 18 reconstruction project.

Degler clarified he would be abstaining due to a potential conflict of interest.

Ische moved, Lynch seconded, to approve a reduction of contract retainage by \$50,000 to \$4,000 for contract 14-083 with Mathiowetz Construction for Project SP 010-618-013 CSAH 18 (Lyman Blvd). Ische, Lynch, Maluchnik, Workman voted aye. Degler abstained. Motion carried.

Ische moved, Degler seconded, to go into closed session at 9:40 a.m. pursuant to Minnesota Statute Section 13D.05 subd. 3(b) to discuss pending litigation, including litigation strategy and settlement authority related to right of way acquisition for CSAH 11 construction project. Workman clarified he would be abstaining as he had family living in the area. Degler, Ische, Lynch, Maluchnik vote aye. Workman abstained. Motion carried.

Workman left the room at this time.

The Board adjourned the closed and Regular Session at 10:45 a.m.

David Hemze  
County Administrator

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Finalize Contract for S.A.P. 010-599-018: 166th ST BRIDGE NO. 10J32 OVER SILVER CREEK**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Scott A. Smith"/> Title: <input type="text" value="Project Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

SAP 010-599-018 included removing and replacement of a timber slab span bridge with twin 14' X 10' precast concrete box culverts. Due to the width of the box culverts they are considered a bridge and together have the Bridge No. 10J32 assigned to them.

These twin box culverts are located at the crossing of 166th St and Silver Creek in San Francisco Township approximately 1.5 miles west of CSAH 41.

The County is acting as the agent for the Township for this project, in order for the township to utilize Town Bridge funds. Town Bridge funds will cover 100% of the eligible bridge construction costs except for \$10,000 which, per State-Aid rules and the JPA, the Township has to pay. The County has no cost in the project and the County is being reimbursed for our own staff labor time with the Town Bridge funds.

The Engineer's estimate was \$425,573.10. The low bid was in the amount of \$324,674.05 and was awarded to Chard Tiling & Excavating. The final costs for all work certified for this project is \$322,508.20.

Chard Tiling & Excavating has requested all retainage be released and the contract between them and Carver County be closed. Staff has reviewed the work done for this project and sees it as complete and is recommending finalizing it.

Final payment for this contract consists of payment for all project related work and the release of the 5% retainage. The total final payment is in the amount of \$35,496.96. Board Action is needed to release all retainage and finalize the contract.

**ACTION REQUESTED:**

Adopt a resolution to accept SAP 010-599-018 as complete and authorize final payment of \$35,496.96 to Chard Tiling & Excavating for the 166th ST BRIDGE NO. 10J32 OVER SILVER CREEK Project.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>County Dollars =</b></td> </tr> <tr> <td>Town Bridge Funds</td> <td style="text-align: right;">\$312,508.20</td> </tr> <tr> <td>San Francisco Twp</td> <td style="text-align: right;">\$10,000.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$322,508.20</b></td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	<b>County Dollars =</b>		Town Bridge Funds	\$312,508.20	San Francisco Twp	\$10,000.00	<b>Total</b>	<b>\$322,508.20</b>
<b>County Dollars =</b>									
Town Bridge Funds	\$312,508.20								
San Francisco Twp	\$10,000.00								
<b>Total</b>	<b>\$322,508.20</b>								
<b>FTE IMPACT:</b> <input type="text" value="None"/>									

**Related Financial/FTE Comments:**

FEMA funds are unknown as we are awaiting a response for an amount. The Town Bridge account will be able to cover the entire cost if FEMA funds do not materialize.

Office use only:

RBA 2015- 3548

Pay Request

CARVER COUNTY  
11360 HIGHWAY 212  
COLOGNE, MN 55322  
Project No. SAP 010-599-018 [148742]  
Contract Final Pay Request No. 2

**Carver County Highway Department  
Certificate of Final Acceptance  
County Board Acknowledgment**

Contract Number: 14-466  
Contractor: 15534 - CHARD TILING & EXCAVATING  
Date Certified: 8/19/2015  
Payment Number: 2

Whereas; Contract No. 14-466 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the Carver County Highway Department and authorize final payment as specified herein.

Carver County Highway Department  
State of

I, \_\_\_\_\_, County \_\_\_\_\_ within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

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

At \_\_\_\_\_,

Signed By \_\_\_\_\_  
County \_\_\_\_\_

(SEAL)

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Finalize Contract for SAP 010-641-005: Reconstruction of CSAH 41 Bridge #10547 Over Bevens Creek**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Scott A. Smith"/> Title: <input type="text" value="Project Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Project SAP 010-641-005 included the reconstruction of the CSAH 41 Bridge #10547 over Bevens Creek located approximately 1.8 miles north of CSAH 50 and 4.5 miles west of the City of Carver.

The Engineer's estimate was \$510,725.70. The low bid was in the amount of \$410,985.50 and was awarded to Minnowa Construction, Inc., Harmony, MN. The final costs for all work certified for this project is \$409,647.60.

Minnowa Construction, Inc. has requested all retainage be released and the contract between them and Carver County be closed. Staff has reviewed the work done for this project and sees it as complete and is recommending finalizing the project.

Final payment for this contract consists of payment for all project related work and the release of the 5% retainage. The total final payment is in the amount of \$26,608.24. Board Action is needed to release all retainage and finalize the contract.

**ACTION REQUESTED:**

Adopt a resolution to accept SAP 010-641-005 as complete and authorize final payment of \$26,608.24 to Minnowa Construction, Inc. for the CSAH 41 Bridge #10547 over Bevens Creek Project.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> <b>County Dollars =</b> <input type="text"/>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">State Bridge Funds</td> <td style="width: 30%; text-align: right;">\$229,898.90</td> </tr> <tr> <td>CPA</td> <td style="text-align: right;">\$179,748.70</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$409,647.60</b></td> </tr> </table>	State Bridge Funds	\$229,898.90	CPA	\$179,748.70	<b>Total</b>	<b>\$409,647.60</b>
State Bridge Funds	\$229,898.90						
CPA	\$179,748.70						
<b>Total</b>	<b>\$409,647.60</b>						
<input checked="" type="checkbox"/> Insert additional funding source							

Related Financial/FTE Comments:

*Office use only:*

RBA 2015- 3551



**CARVER COUNTY**  
11360 HIGHWAY 212  
COLOGNE, MN 55322  
Project No. SAP 010-641-005 [108590]  
Contract Final Pay Request No. 3

**Carver County Highway Department  
Certificate of Final Acceptance  
County Board Acknowledgment**

Contract Number: 64105  
Contractor: N/A - Minnowa Construction Inc.  
Date Certified: 10/5/2015  
Payment Number: 3

Whereas; Contract No. 64105 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the Carver County Highway Department and authorize final payment as specified herein.

Carver County Highway Department  
State of

I, \_\_\_\_\_, County \_\_\_\_\_ within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

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

At \_\_\_\_\_,

Signed By \_\_\_\_\_  
County \_\_\_\_\_

(SEAL)

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale, Off Sale and Sunday Liquor License for Hollywood Sports LLC dba Hollywood Sports Complex**

Primary Originating Division/Dept: <input type="text" value="Property &amp; Financial Services - Property Taxation"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Joseph Swartzter Jr., President of Hollywood Sports LLC dba Hollywood Sports Complex has applied for renewal of the On Sale, Off Sale and Sunday Liquor License. They are located at 15950 County Road 122, Watertown. License will be issued when all requirements have been met and upon TSD final approval.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale, Off Sale and Sunday liquor license for Hollywood Sports LLC dba Hollywood Sports Complex.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/> <input checked="" type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

License Fees: On Sale Liquor License - \$2,000.00; Off Sale Liquor License - \$150.00; Sunday - \$200.00.

*Office use only:*

RBA 2015 - 3540

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of Brewer Off Sale including Sunday Liquor License for Schram Winery, LLC dba Schram Vineyards, Winery & Brewery**

Primary Originating Division/Dept: <input type="text" value="Property &amp; Financial Services - Property Taxation"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Aaron Schram of Schram Winery, LLC dba Schram Vineyards, Winery & Brewery has applied for renewal of their Brewer Off Sale including Sunday Liquor License. They are located at 8785 Airport Road, Waconia. There are no delinquent real estate taxes owing on the parcel.

**ACTION REQUESTED:**

Approval of the application for renewal of the Brewer Off Sale including Sunday Liquor License for Schram Winery LLC dba Schram Vineyards, Winery & Brewery.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/> <input checked="" type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

License Fees: Brewer Off Sale - \$150.00 and Brewer Off Sale Sunday \$200.00

*Office use only:*

RBA 2015 - 3542

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Whistle Post LLC dba Sovereign Estate Wine**

Primary Originating Division/Dept: <input type="text" value="Property &amp; Financial Services - Property Taxation"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Paul Savaryn, President of Whistle Post, LLC dba Sovereign Estate Wine has applied for renewal of their On Sale and Sunday Liquor License. They are located at 9950 North Shore Road, Waconia. There are no delinquent real estate taxes owing on this parcel.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale and Sunday Liquor License for Whistle Post LLC dba Sovereign Estate Wine.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/> <input type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

License Fees: On Sale Liquor License - \$2,000.00 and On Sale Sunday Liquor License - \$200.00

*Office use only:*

RBA 2015 - 3543

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for renewal of the On Sale, Off Sale and Sunday Liquor License for Hollywood Roadhouse LLC dba Hollywood Roadhouse.**

Primary Originating Division/Dept: <input type="text" value="Property &amp; Financial Services - Property Taxation"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Paul Joswick, Owner of Hollywood Roadhouse LLC dba Hollywood Roadhouse has applied for renewal of their On Sale, Off Sale and Sunday Liquor License. They are located at 5475 County Road 33, New Germany. There are no delinquent real estate taxes owing on this parcel.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale, Off Sale and Sunday Liquor License for Hollywood Roadhouse LLC dba Hollywood Roadhouse.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/> <input checked="" type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

License Fees: On Sale Liquor License - \$2,000.00; Off Sale Liquor License - \$150.00; Sunday Liquor License - \$200.00.

*Office use only:*

RBA 2015 - 3544

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Amendment to Professional Services Agmt. with Bolton and Menk for CSAH 61 & TH 41 Corridor Study**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Program Delivery Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

This amendment to the CSAH 61 and CSAH 41 Corridor Study is to complete final design of CSAH 61 from TH 41 to CR 140. This segment of roadway includes bridge design for Bridge 10002 over West Chaska Creek which is in poor condition. The northern half of the structure was closed due to structural deficiency in fall of 2014. The County is closely monitoring the condition of the structure, which requires replacement in the immediate future.

From the original agreement:

The joint corridor study with MnDOT has a primary purpose of providing for short-, mid- and long-term transportation improvements along CSAH 61 and TH 41. The project will include reviewing: traffic and transit needs, access management, frontage and/or backage road needs, safety, connectivity to other major roadways in the area, trail and pedestrian connections, stormwater requirements, and a review of environmental documentation needs.

As part of the project process, recommendations for the following will be developed: future long-range corridor vision; future corridor concepts that include roadway geometrics, access locations, trails, intersection traffic control and frontage/backage road locations; and concepts for stormwater management.

**ACTION REQUESTED:**

Approve amendment with Bolton and Menk Inc., in the amount of \$259,822.89, pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text" value="\$259,822.89"/> <input type="text"/> <b>Total</b> <input type="text" value="\$259,822.89"/> <input type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3562



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2016 Non-Bargaining Employee Benefits**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Kristin Hack"/> Title: <input type="text" value="Interim ER Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government"/>	

**BACKGROUND/JUSTIFICATION:**

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

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

In line with amounts outlined in collective bargaining agreements, it is recommended that the monthly cafeteria contribution be provided to full-time benefit eligible non-bargaining employees based on the employee's election of health insurance, with 2016 monthly County contribution for single at \$690.00; employee + spouse at \$1,175.00; employee + child(ren) at \$850.00; family at \$1,450.00, and \$150.00 for waiver. For non-bargaining employees budgeted at least half-time, but less than 0.8 FTE, provide \$250.00 per month toward the cost of single health insurance.

In line with amounts outlined in collective bargaining agreements, for full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with HRA, in 2016 it is recommended that the County provide a quarterly contribution to the Health Reimbursement Arrangement through a VEBA trust. For eligible employees participating in the plan over the course of the year, it is recommended that an amount of \$750.00 be provided for those with single insurance, and for those with family insurance it is recommended that a contribution of \$1,500.00 be provided. This is no change from the 2015 HRA arrangement.

In line with amounts outlined in collective bargaining agreements for full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with Health Savings Account Health Plan option, in 2016 it is recommended that for eligible employees participating in the plan over the course of a year, the County provide a contribution of \$1,100.00 for those with single insurance, and \$2,000.00 for those with family insurance. This is no change from the 2015 HSA arrangement.

The motion requested is to approve the 2016 benefits for non-bargaining employees to participate in the benefits package with County contributions as outlined above.

**ACTION REQUESTED:**

Motion to approve the 2016 benefits for non-bargaining employees as outlined above including 2016 monthly cafeteria contribution amounts for full-time benefit eligible non-bargaining employees based on the employee's election of health insurance with \$690.00 for single, \$1,175.00 for employee + spouse, \$850.00 for employee + child(ren), \$1,450.00 for family, and \$150.00 for waiver; maintaining the \$250.00 per month toward the cost of single health insurance for employees budgeted at least half-time but less than 0.8 FTE; and providing HRA/VEBA contributions in the amounts of \$750/\$1,500 and contributions for those electing the HSA High Deductible Health Plan option in the amounts of \$1,100/\$2,000 as described above.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$17,280.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input type="text"/>
	<b>Total</b> <input type="text" value="\$17,280.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of the 2016 Minnesota Public Employees Association Sheriff's Office Licensed Deputies Collective Bargaining Agreement and 2015 MoA**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Kristin Hack"/> Title: <input type="text" value="Interim ER Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government"/>	

**BACKGROUND/JUSTIFICATION:**

Minnesota Public Employees Association (MNPEA) Licensed Deputies and the County have completed negotiations for the successor collective bargaining agreement (CBA) and the membership has ratified the 2016 CBA. In addition, a Memorandum of Agreement was reached to address attraction and retention concerns for the Deputy Sheriff classification in 2015.

Highlights and major changes in terms and conditions are:

- One year agreement covering 2016, with MoA to address attraction and retention concerns in 2015.
- Establish an attraction and retention salary of \$24.00 - \$35.10 per hour, effective in 2015 upon ratification of the agreement by both parties.
- General adjustment of 2.00% for employees performing at "solid performer" level and above - effective March 7, 2016.
- Within range movement of 2.00% for employees, not to exceed the range maximum-effective March 7, 2016.
- Increase uniform allowance from \$720.00 to \$745.00 per year.
- 2016 Insurance: The unit agreed to move onto the 4-tier insurance program with the same contribution levels and conditions agreed to with other settled units that participate in the 4-tier insurance plan. Employer contributions are as follows: Employee only \$690, Employee +Child(ren) \$850, Employee + Spouse \$1,175, Family \$1,450.

**ACTION REQUESTED:**

Motion to approve the 2016 Minnesota Public Employees Association Sheriff's Office Licensed Deputies Collective Bargaining Agreement and Memorandum of Agreement addressing attraction and retention, and market conditions.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text" value="\$145,359.12"/> <input type="text"/> <b>Total</b> <input type="text" value="\$145,359.12"/> <input type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

**Related Financial/FTE Comments:**

Costs to address attraction and retention in response to market conditions in 2015 are \$18,551.92. The 2016 cost associated with this Collective Bargaining Agreement is \$126,807.20 and will be included in the regular 2016 budgeting process.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

Approval of Memorandum of Agreement with AFSCME General Unit Regarding Insurance

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Kristin Hack"/> Title: <input type="text"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The County and the AFSCME General bargaining unit have a collective bargaining agreement in effect from January 1, 2013 through December 31, 2015; and the County's insurance open enrollment period will occur before the parties will be able to finalize the 2016 successor agreement. In order to provide 2016 employer cafeteria contribution amounts consistent with other agreements in place it is requested that the Board approve the Memorandum of Agreement with the AFSCME General bargaining unit.

The Memorandum of Agreement provides for employer cafeteria contributions for 2016 of \$690 per month for employees selecting single health insurance, \$850 for employees electing Employee + Child(ren) health insurance, \$1,175 for employees electing Employee + Spouse health insurance and \$1,450 for employees electing Family health insurance as well as defining the waiver contribution amount and the employer contribution amounts to the HSA and HRA.

The action requested is approval of the Memorandum of Agreement with the AFSCME General bargaining unit for 2016 Cafeteria Contributions.

**ACTION REQUESTED:**

Motion to approve the Memorandum of Agreement with the AFSCME General bargaining unit for 2016 cafeteria plan contributions.

**FISCAL IMPACT:**    
*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$24,116.00</b>
<b>Total</b>	<b>\$24,116.00</b>

**FTE IMPACT:**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3570

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of Memoranda of Agreement with AFSCME Social Services Regarding Insurance**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Kristin Hack"/> Title: <input type="text" value="Interim ER Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government"/>	

**BACKGROUND/JUSTIFICATION:**

The County and the AFSCME Social Services bargaining unit have a collective bargaining agreement in effect from January 1, 2013 through December 31, 2015; and the County's insurance open enrollment period will occur before the parties will be able to finalize the 2016 successor agreement. In order to provide 2016 employer cafeteria contribution amounts consistent with other agreements in place it is requested that the Board approve the Memorandum of Agreement with the AFSCME Social Services bargaining unit.

The Memorandum of Agreement provides for employer cafeteria contributions for 2016 of \$690 per month for employees selecting single health insurance, \$850 for employees electing Employee + Child(ren) health insurance, \$1,175 for employees electing Employee + Spouse health insurance and \$1,450 for employees electing Family health insurance as well as defining the waiver contribution amount and the employer contribution amounts to the HSA and HRA.

The action requested is approval of the Memorandum of Agreement with the AFSCME Social Services bargaining unit for 2016 Cafeteria Contributions.

**ACTION REQUESTED:**

Motion to approve the Memorandum of Agreement with the AFSCME Social Services bargaining unit for 2016 cafeteria plan contributions.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text" value="\$54,110.00"/> <input type="text"/> <b>Total</b> <input type="text" value="\$54,110.00"/> <input checked="" type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3571

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

Resolution by the Community Health Board to appoint Laura Reid as Community Health Services Administrator.

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The Carver County Community Health Board (CHB) is required to have a Community Health Services (CHS) Administrator who must meet the personnel standards in Minnesota Rules 4736.0110 – CHS Administrator description. The CHS Administrator is required one of the following:

- A baccalaureate or higher degree in administration, public health, community health, environmental health, or nursing, and two years of documented public health experience in an administrative or supervisory capacity, or be registered as an environmental health specialist or sanitarian in the state of Minnesota and have two years of documented public health experience in an administrative or supervisory capacity; OR
- A master's or higher degree in administration, public health, community health, environmental health, or nursing, and one year of documented public health experience in an administrative or supervisory capacity; OR
- A baccalaureate or higher degree and four years of documented public health experience in an administrative or supervisory capacity.

The Minnesota Department of Health (MDH) strongly encourages CHBs to appoint CHS administrators who meet the Tier 3 Core Competencies for public health leaders as recommended by the State Community Health Services Advisory Committee (SCHSAC). Tier 3 being defined as senior managers and CEOs. The Core Competencies are a set of skills desirable for the broad practice of public health, reflecting the characteristics that staff of public health organizations may want to possess as they work to protect and promote health in the community (i.e., deliver the Essential Public Health Services).

The Public Health Department Manager, Laura Reid, meets these required personnel standards, and is best suited to be appointed as the Carver County CHS Administrator.

**ACTION REQUESTED:**

Motion for the Carver County Community Health Board, to approve the resolution appointing Laura Reid as Carver County Community Health Services Administrator.

FISCAL IMPACT:

If "Other", specify:

**FUNDING**

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2013 - 3557

CARVER COUNTY COMMUNITY HEALTH BOARD  
RESOLUTION APPOINTING LAURA REID TO SERVE AS THE  
COMMUNITY HEALTH SERVICES ADMINISTRATOR

The Carver County Community Health Board, here after referred to as the Board, by virtue of its authority under Minnesota Statutes 145A and by this Resolution of the Board adopted at a scheduled meeting of the Carver County Community Health Board on October 20<sup>th</sup>, 2015, hereby appoints and authorizes the following person to act on the Board's behalf effective October 20<sup>th</sup>, 2015 and bind the Board for the following purpose(s):

- A. To serve as the Community Health Services Administrator and the Board's agent according to Minnesota Statute 145A.04, Subd. 2, in communicating with the Commissioner of Health between Board meetings, including receiving information from the Commissioner and disseminating that information to the Board, as well as providing information to the Commissioner on the Board's behalf.

Name: Laura Reid

- B. To sign and submit to the Commissioner the required written components of the Local Public Health Act including identification of local priorities, progress reports and budgets according to Minnesota Statute 145A.04, Subd.1a:

Name: Laura Reid

- C. To submit grant applications, sign and execute contracts on behalf of the Board for funding opportunities administered by the Department of Health and other entities.

Name: Laura Reid

- D. To review, approve and submit invoices on behalf of the Board for activities for funding opportunities administered by the Department of Health and other entities.

Name: Laura Reid

This resolution authorizes the above referenced appointees to act on behalf of and bind the Board to the extent and for the purposes indicated in this resolution.

Resolution adopted date: October 20<sup>th</sup>, 2015.

Signed,

Randy Maluchnik  
Carver County Community Health Board Chairperson

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval to contract with MN DEPT OF HEALTH**

Primary Originating Division/Dept: <input type="text" value="Health &amp; Human Services - Public Health"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Laura Reid"/> Title: <input type="text" value="Public Health Department Manager"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

Carver County Public Health has been awarded a Statewide Health Improvement Program grant. As an integral part of Minnesota's nation-leading 2008 health reform law, this program strives to help Minnesotans lead longer, healthier lives by preventing the chronic disease risk factors of tobacco use and exposure, poor nutrition, and physical inactivity, with an emphasis on populations experiencing health disparities and/or inequities. It seeks to create sustainable, systemic changes in schools, worksites, communities, child care, and health care organizations that make it easier for Minnesotans to incorporate healthy behaviors into their daily lives.

This is the fourth cycle of the Statewide Health Improvement Program grant. This cycle will allow Public Health staff to continue work that created sustainable relationships with partners, positioning the staff to be able to continue quality driven policy work with deeper community engagement. Public Health staff will continue to assess community needs and readiness, build additional capacity and engage organizations that work with populations experiencing health inequities. Additionally, Public Health staff, with input from community partners, will develop plans to successfully implement strategies to improve healthy eating and physical activity, and reduce tobacco use and secondhand smoke exposure within four sectors, schools, worksites, communities, and health care organizations in Carver County.

The Statewide Health Improvement Program grant will allow the Public Health Department to build new partnerships with schools, worksites, communities, child care, and health care organizations to improve health and well-being for people living and working in Carver County as well as build on existing partnerships with a heightened focus on long-term sustainability.

**ACTION REQUESTED:**

Approval of the Statewide Health Improvement Program grant from Minnesota Department of Health, as the Community Health Board pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Budget amendment request form"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text" value="\$257,817.00"/> <b>Total</b> <input type="text" value="\$257,817.00"/> <input type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="Increase budgeted staff"/>	

**Related Financial/FTE Comments:**

The Health Improvement Program grant contract requires the assignment of 1.0 FTE as a Health Improvement Program Grant Coordinator. This position will be funded by the Health Improvement Program grant.

*Office use only:*

RBA 2015 - 3553

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:**

Request for approval to contract with MN DEPT OF HEALTH

Department:

Meeting Date:

**Fund:**

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

**Requested By:**

DEBIT		
Description of Accounts	Acct #	Amount
Salaries and Fringe	01-460-463-2360-6111	\$99,968.00
Professional & Tech. Fees for Services	01-460-463-2360-6260	\$44,005.00
Employee Mileage	01-460-463-2360-6331	\$4,200.00
Conferences & Professional Maintenance	01-460-463-2360-6332	\$14,750.00
Other Misc Expenses	01-460-463-2360-6379	\$94,069.00
Office Equipment	01-460-463-2360-6414	\$825.00
<b>TOTAL</b>		<b>\$257,817.00</b>

CREDIT		
Description of Accounts	Acct #	Amount
Statewide Health Improvement Program (SHIP)	01-460-463-2360-...	\$257,817.00
<b>TOTAL</b>		<b>\$257,817.00</b>

**Reason for Request:**

Grant funds for SHIP 4 to implement public health projects and programs targeting obesity and tobacco use.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session for Review of Appraisal - Former Chaska Public Works Property**

Primary Originating Division/Dept: <input type="text" value="Public Services"/>	Meeting Date: <input type="text" value="10/20/2015"/>
Contact: <input type="text" value="Nick Koktavy"/> Title: <input type="text"/>	Item Type: <input type="text" value="Closed Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value="Nick Koktavy"/> Title: <input type="text"/>	
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

**BACKGROUND/JUSTIFICATION:**

Carver County is working with the City of Chaska on the potential sale of the former Chaska Public Works Property (850 Chaska Blvd. PID #300082700). The staff obtained the services of an appraiser and will present this information to the County Board and seek their direction.

**ACTION REQUESTED:**

Motion to enter into closed session pursuant to Minnesota Statute Section 13D.05 in order to review confidential appraisal data and possible options for PID #30082700.

<b>FISCAL IMPACT:</b> <input type="text" value="Other"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/> <input type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3556