



Carver County Board of Commissioners
 March 15, 2016
 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 March 1, 2016, Regular Session 1-4
4. Community Announcements
- 4:05 p.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 2016 AIS Program 5-9
- 5.2 Professional Services Agreement with Pole Painting Plus for Signal Lights Painting..... 10
- 5.3 Contract for Yard Waste Management..... 11
- 5.4 Professional Service Agreement for Consultant to Design three Box Culverts 12
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.5 Application for 1 to 4 Day Temporary On-Sale Liquor License for St. Peter Lutheran Church 13
- Growth: Manage the challenges and opportunities resulting from growth and development*
- 5.6 JPA with City of Victoria for Preliminary Design on Marsh Lake Road (CSAH 43 to CSAH 11)..... 14
- 5.7 2016 Digital Orthophotography Contract 15
- Culture: Provide an organizational culture which fosters individual accountability to achieve goals*
- 5.8 Request for Out of State Conference Travel 16
- Finances: Improve the County's financial health and economic profile*
- 5.9 Abatements/Additions 17-18
- 5.10 Procurement Policy update under the Uniform Administrative Requirement for Federal Awards..... 19-20
- 5.11 Review Social Services/Commissioners Warrants NO ATT
- 4:05 p.m. 6. **CONNECTIONS: Develop strong public partnerships and connect people to services and information**
- 6.1 MN Board of Water and Soil Resources' Performance Review of the CCWMO..... 21-22

6.2 Appointment to the Community Development Agency Board 23

4:25 p.m. **ADJOURN REGULAR SESSION**

Work Session

4:25 p.m. **A. Communities: Create and maintain safe, healthy and livable communities**

1. Update on the ACT on Alzheimer's Communities Initiative 24

4:50 p.m. **BOARD REPORTS**

- 1. Chair
- 2. Board Members
- 3. Administrator
- 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

March 22, 2016	No Meeting
March 29, 2016	9:00 a.m. Work Session
April 5, 2016	9:00 a.m. Board Meeting
April 12, 2016	No meeting
April 19, 2016	4:00 p.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on March 1, 2016. Chair James Ische convened the session at 9:00 a.m.

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

Members absent: None.

The following amendment was made to the agenda:

Move 6.3 to 6.0 – Norman and Ann Hoffman Foundation Donation

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

Lynch moved, Workman seconded, to approve the minutes of the February 16, 2016, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Resolution #09-16, County Board Acknowledgment SAP 010-640-010 Final Payment.

Approved the reduction in contract retainage to 1% of the completed work for Carver Park and Ride and CSAH 11/Ironwood Intersection Project to Minger Construction, Inc., (SP 010-596-007 and SP 010-611-013).

Authorized Public Works to purchase cat loader from Ziegler Cat, Minneapolis, Minnesota and Felling trailer from Lano Equipment, Inc., Norwood Young America. Minnesota.

Resolution #10-16 Authorizing Offers of Compensation to Landowners for Easements Required for the CSAH 61 Reconstruction and Flood Mitigation Project (128712).

Approved Sharon Heath and Samantha Downs attendance at 2016 Preparedness Summit in Dallas, Texas, April 19-22, 2016.

Issued issuing Charitable Gambling License to Carver County Ducks Unlimited for a raffle to be held on April 29, 2016.

Approved issuing a Charitable Gambling License to Ridgeview Foundation for a raffle to be held on June 20, 2016.

Approved expenditure of funds for Health and Human Services workstation reconfiguration and related budget amendment.

Approved the Teamsters Licensed Management 2016 Collective Bargaining Agreement.

Approved severance agreement.

Reviewed February 23, 2016, Community Social Services' actions/Commissioners' warrants in the amount of \$436,594.77 and reviewed March 1, 2016, Community Social Services' actions/Commissioners' warrants in the amount of \$278,065.27.

Motion carried unanimously.

Martin Walsh, Parks, requested the Board accept a donation from the Hoffman Foundation. He explained the journey to arrive at this point and shared the Hoffman's vision for the preservation of the land, the clean-up of the island and providing recreational opportunities and enjoyment for families.

He reviewed the process to transfer ownership to the County. He stated the Park Master Plan was amended and the application for acquisition opportunity funds was successful. He indicated they were here today to accept the donation from the Hoffmans.

Bob McGillivray, Trust for Public Land representative, acknowledged the Hoffmans extreme generosity and stressed he had never seen the level of generosity that the Hoffmans have exhibited for the protection of this island.

Norm Hoffman concurred it was a long journey to get to this point and stated his intent was to preserve it for history and preserve it for all people to use the land. He stated it was for people to enjoy and hoped the County continues with that in mind and make it available to everyone.

The Board expressed their sincere thanks and gratitude to the Hoffmans on behalf of the County residents and residents of the region.

Lynch moved, Degler seconded, to accept the donation of \$900,000 from the Norman and Ann Hoffman Foundation. Motion carried unanimously.

Senator Osmek appeared before the Board for a legislative overview. He recognized the changes he has seen in the County over the years and identified the Committees he would be serving on. Osmek explained his priorities for the upcoming legislative session and pointed out issues to watch. He stressed his support for Highway 212 completion projects and Met Council governance reform.

The Board thanked Senator Osmek for the update and for his transportation work for Carver County.

Bill Olson, Minnehaha Creek Watershed representative, thanked the Board for his reappointment to the Watershed District Board and explained Renee Clark had been brought in to lead the work in the Six Mile Creek subwatershed.

Renee Clark, Minnehaha Creek Planner/Project Manager, identified the areas the Watershed covered. She stated the District was updating its comp plan as well as plans for each subwatershed. She highlighted the work done in the Minnehaha Creek Greenway and their successes. She indicated, following that, they adopted a formal policy that defines how they would do their work. Clark explained the two track approach they would be following and identified the Six Mile focal geography.

She explained they were beginning their planning process to integrate the objectives of the District. She stated their approach would be to convene the partners, understand the natural resources needs, the work of others and put it together. Clark indicated they would run through different funding streams as part of this plan. She added they do have some lakes that are listed as impaired and those lakes will be a priority.

The Board thanked the District for their work and update.

The Board considered an at large appointment to the Park Commission.

Ische moved, Maluchnik seconded, to appoint Mark Lagergren to the Park Commission. Motion carried unanimously.

Degler moved, Maluchnik seconded, to recess at 9:50 a.m. to go into a work session for an AIS update. Motion carried unanimously.

Maluchnik moved, Degler seconded, to come out of recess at 10:15 a.m. for an update from Metropolitan Mosquito Control. Motion carried unanimously.

Stephen Manweiler, Metropolitan Mosquito Control Director, appeared before the Board to give their annual update.

He explained the District is overseen by a Board of 18 County Commissioners from seven counties. He noted their levy has been flat and they have tried to keep the impact to taxpayers to a minimum. Manweiler explained mosquito biology and indicated larval control was the mainstay of their program. He identified the materials used for the control. He pointed out the west nils virus activity last year was low nationwide. In addition, he stated they monitor for tick-borne disease and provide black fly control.

Manweiler highlighted their goals for 2016. He explained what is known about the zika virus. He pointed out, in Minnesota, they did not foresee the zika virus as being a problem for local

transmission and the biggest risk is traveling to a location where the zika transmission is ongoing. Manweiler added they have also been working with the beekeeper association to explain what they do and how they can work together.

The Board recognized Mr. Manweiler was doing a good job and the District was a well-run organization.

Lynch moved, Degler seconded, to adjourn the Regular Session at 10:40 a.m. Motion carried unanimously.

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:
2016 AIS Program

Primary Originating Division/Dept: <u>Public Services - Planning & Water Mgmt</u>	Meeting Date: <u>3/15/2016</u>
Contact: <u>Paul Moline</u> Title: <u>PWM Manager</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <u>PWM Manager/AIS Program C...</u>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

Strategic Initiative:
Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Since 2012, Carver County has been administering an Aquatic Invasive Species (AIS) program, which more recently has included water craft inspections, watercraft decontamination services, education, and monitoring. The program administration has transitioned from the County Parks Dept. to the County Planning and Water Management Dept and the inspection program and overall budget will be similar to the 2015 program. Agreements with the City of Chanhassen and the Minnehaha Creek Watershed District (MCWD) totaling \$110,032 will continue to be key to the program's budget and operation. 2015 Rollover funds will be used for one-time expenditures and will be brought separately for Board approval. A summary of the proposed 2016 AIS program is attached.

Significant proposals to the Board are to:

- Administer the AIS inspection program at a budgetary, staffing, and inspection level similar to 2015.
- Enter into agreements with the City of Chanhassen and the Minnehaha Creek Watershed District (MCWD) for inspection services.
- Adjust the wage rate of the AIS inspectors.

Following up on the Board's March 1 work session on the AIS program, the staff requests the Board's approval of the motions below.

ACTION REQUESTED:

1. Motion to approve the 2016 AIS program, budget, and related budget amendments.
2. Motion to authorize the Chair to sign the agreements with the City of Chanhassen and the Minnehaha Creek Watershed District pending contract review.
3. Motion to approve the proposed wage adjustment for the AIS Watercraft Inspectors.

FISCAL IMPACT: Budget amendment request form
If "Other", specify:

FUNDING	
County Dollars =	\$0.00
City of Chanhassen	\$53,305.98
MCWD	\$56,726.00
Total	\$110,031.98

FTE IMPACT: None

Related Financial/FTE Comments:

\$184,603 in funding from State AIS Prevention Aid, the CCWMO, and an Initiative Foundation grant has already been budgeted for 2016. The staff requests a Budget Amendment for \$110,032 to add other outside funding and the related costs for staff and other expenses to the 2016 budget. This is a current year (2016) staffing increase to accommodate the service contracts with the City of Chanhassen and Minnehaha Creek Watershed District (MCWD). This increase does NOT reflect an increase in the amount of staff or the overall budget from 2015. It is necessary inasmuch as the City and MCWD agreements were not included in the 2016 budget process. The overall operating budget for 2016 is \$294,032.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item:
2016 AIS Program

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

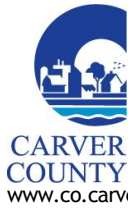
Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Salaries - Part Time	01-123-120-5021-6112	\$105,032.00
General Operating Supplies	01-123-120-5021-6420	\$5,000.00
TOTAL		\$110,032.00

CREDIT		
Description of Accounts	Acct #	Amount
Contract Revenue-AIS program services	01-123-120-5021-...	\$110,032.00
TOTAL		\$110,032.00

Reason for Request:

\$184,603 in funding from State AIS Prevention Aid, the CCWMO, and an Initiative Foundation grant has already been budgeted for 2016. The staff requests a Budget Amendment for \$110,032 to add other outside funding and the related costs for staff and other expenses to the 2016 budget. This is a current year (2016) staffing increase to accommodate the service contracts with the City of Chanhassen and Minnehaha Creek Watershed District. This increase does NOT reflect an increase in the amount of staff or the overall budget from 2015. It is necessary inasmuch as the City and MCWD agreements were not included in the 2016 budget process. The overall operating budget for 2016 is \$294,032.



Public Services Division
Planning and Water Management Dept
Government Center - Administration Building
600 East 4th Street
Chaska, Minnesota 55318
Phone: (952)361-1820
Fax: (952)361-1828
www.co.carver.mn.us

Memo

To: County Commissioners, David Hemze
From: Paul Moline, PWM Manager
Date: March 7, 2016
Re: 2016 County AIS Program Summary
CC: Tom Vellenga
Enclosures: none

The following is a summary of the proposed 2016 Carver County Aquatic Invasive Species (AIS) Program.

AIS Program Operating Revenue and Expenditure Summary¹

Revenue Source	Amount
State AIS Prevention Aid	\$ 132,000
CCWMO	\$ 40,000
MCWD	\$ 56,726
Chanhassen	\$ 53,306
Initiative Foundation Grant	\$ 12,000
TOTAL	\$ 294,032

Expenditure Estimate	Amount
CCWMO Access Inspections	\$ 60,759
Chanhassen Lake Inspections	\$ 53,306
MCWD Lake Inspections	\$ 75,967
AIS Program Coordinator	\$ 71,000
Decontamination Unit Operation	\$ 18,000
Lead Inspector Admin Hours	\$ 10,000
Education & Monitoring	\$ 5,000
TOTAL	\$ 294,032

¹ \$184,603 in funding from State AIS Prevention Aid, the CCWMO, and an Initiative Foundation grant has already been budgeted for 2016. A Budget Amendment of \$110,032 will add other outside funding and the related costs for staff and other expenses to the 2016 budget. The overall operating budget for 2016 is \$294,032.

NOTE: 2015 Rollover funds will be used for one time expenditures including operating purchases, education, monitoring, plus amounts reserved for contingency and AIS rapid response. Once 2015 rollover amounts are finalized, they will be brought to Board for approval.

Watercraft Inspections

Service Model

- Watersheds determine Level of Inspection Service
- Dedicated Inspection Service to High Priority Lakes
- Roving Inspection Service to other Priority Lakes
- 19 Weeks of Service “Base Level”
 - Fishing Opener – Mid September
 - 35 Inspectors Level I and II
 - 2-3 Seasonal “Lead” Inspectors plus AIS FT Coordinator
 - Decontamination Service Provided
- Extended Service provided high priority lakes and per MCWD and City of Chanhassen Agreements

- Carver County Water Management Organization Lakes
 - Waconia Main Access,
 - Lakeview Terrace,
 - Lake Bavaria,
 - Hydes Lake,
 - Reitz Lake,
 - Eagle Lake.

- Minnehaha Creek Watershed District Lakes
 - Lake Minnewashta
 - Parley Lake
 - Piersons Lake
 - Lake Wasserman

- City of Chanhassen Lakes
 - Lake Susan
 - Lake Ann
 - Lotus Lake

Decontamination Service

- Provided mid-May through September.
- SERVICE OFFERED FREE to all users
- Service provided at Waconia main Access
 - M-Th: 4 – 7pm; Weekends & Holidays 6am – 7pm
- Trailer-tag is issued after all decontaminations

Trailer Tag Program

- “Proof of Inspection” tag upon completion of an out-bound inspection or decontamination process.
- Receive an expedited inspection service at other Carver County Lakes.

Inspection Partnership Agreements

- Minnehaha Creek Watershed District
 - Agreement Similar to 2015 – Total Cost \$57, 726
 - Lake Minnewashta: Cost Share - MCWD 50%, State AIS Prevention Aid 50%
 - Roving Lakes - MCWD 100%
 - Extended Service at Lake Minnewashta

- City of Chanhassen
 - Agreement Similar to 2015 - Total Cost \$53,306
 - Cost includes funds from Lotus Lake Assoc. & RPBCWD
 - Extended Service at Lotus Lake
 - \$2,000 less from RPBCWD = reduced hours at Lake Ann/Susan

AIS Watercraft Inspector Wage Adjustments

Establish and staff the following temporary seasonal positions and update the current seasonal, temporary, and on-call position job title and wage range chart:

- Aquatic Invasive Species (AIS) Watercraft Inspector Level 1 Temporary Seasonal: \$11.00-12.50 per hour
- Aquatic Invasive Species (AIS) Watercraft Inspector Level 2 Temporary Seasonal: \$12.50-\$14.00 per hour
- Aquatic Invasive Species Lead Inspector Temporary Seasonal: \$14.50-\$16.00 per hour

Stakeholder Forum

- Bi-annual Stakeholder Forums
- Groups: Active Lake Associations and Groups, Local Fishing Groups, Private Marinas, Active Cities, Carver County Board, CCWMO, County Parks, MCWD, RPBCWD, DNR, Three Rivers Park District
- Communicate Spring 2016
- Meet Late fall 2016

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement with Pole Painting Plus for Signal Lights Painting

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="3/15/2016"/>
Contact: <input type="text" value="Darin Mielke"/> Title: <input type="text" value="Asst. PW Director"/>	Item Type: Consent <input type="text" value=""/>
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="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Over time signal systems need rehabilitation due to the effects of weather and the harsh highway environment. In order to preserve, extend the life of and keep our operational costs down, several signal systems need to be repainted. This contract includes cleaning, grinding or sandblasting, priming and painting of signal lights at four county intersections.

Intersections to be completed are as follows:

- CSAH 14 and Oriole Lane
- CSAH 14 at West Chanhassen High School Entrance
- CSAH 14 at Hundertmark Road
- CSAH 14 and Commons Drive (Target entrance)

Public Works sought and received quotes for the work and Pole Plus was the low bid.

ACTION REQUESTED:

Approve an agreement with Pole Plus Painting in the amount of \$25,200,00, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text" value=""/>	FUNDING <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$25,200.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$25,200.00</td> </tr> </table>	County Dollars =	\$25,200.00			Total	\$25,200.00
County Dollars =	\$25,200.00						
Total	\$25,200.00						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

Office use only:

RBA 2016- 3830

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract for Yard Waste Management

Primary Originating Division/Dept: Public Services - Environ. Svc.

Meeting Date: 3/15/2016

Contact: Joe Enfield Title: Interim Env. Services Manager

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The Carver County Environmental Center [EC] collects about 9,500 cubic yards of yard waste annually [leaves, grass, and brush] from residents. EC customers deliver yard waste to the facility, pay a fee [\$1 per bag or \$8 per cubic yard], and unload the material into the yard waste bunker. When the bunker is near capacity, a contractor brings roll-off boxes to the site, loads them using either their equipment or the EC's skid loader, and hauls the material off-site to a composting facility.

A request for written bids was sent to known hauling and composting companies on December 23rd, 2015. Four written bids were received. The lowest bid was submitted by the current contract holder, the Shakopee Mdewakanton Sioux Community (SMSC) Organics Recycling Facility, at \$7.25 per cubic yard. Full Circle Organics was slightly higher at \$8.00. Bids received were as follows:

Shakopee Mdewakanton Sioux Community - \$7.25/yd3

Full Circle Organics - \$8.00/yd3

Natural Surroundings - \$10.60/yd3

Randy's Environmental Services - \$12.50/yd3

The staff reviewed bids and developed a contract for services with SMSC based on the completeness of the bid, their reputable processing site, the cost, and the resources this contractor has to offer. It should also be noted that SMSC's proposal included a commitment to use their equipment for loading, reducing the amount the County would spend on equipment fuel and maintenance. In the event the SMSC would not be able to use their loading equipment, they would load material with the EC's skid loader. The contract would have an expiration date of December 31, 2016, with the option of a one-year extension. Based on a projection of 9,500 cubic yards per calendar year, the result in total expenditures would be about \$70,000 over the life of the contract. Note that yard waste volumes at the EC have risen dramatically the last three years. In 2013, the EC collected 5,100 cubic yard of yard waste; this number rose to 7,300 cubic yards in 2014 and ballooned to 9,500 cubic yards in 2015. For these reasons, the contract has a potential cost of "not to exceed" \$90,000. Fees collected from residents will go to offset the total cost.

The Public Services Division recommends entering into a contract for a cost of "not to exceed" \$90,000 with Shakopee Mdewakanton Sioux Community [SMSC] for management of the Environmental Center yard waste. The proposed contract has been approved by Risk Management and the County Attorney's Office.

ACTION REQUESTED:

Approve and Authorize the Chair to sign the Professional Services Agreement with Shakopee Mdewakanton Sioux Community for Environmental Center Yard Waste Management.

FISCAL IMPACT: Included in current budget

FUNDING

If "Other", specify:

County Dollars =

Env. Center Fees & Solid W	\$90,000.00
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FTE IMPACT: None

Total	\$90,000.00
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Insert additional funding source

Related Financial/FTE Comments:

Fees collected from residents at the Environmental Center and Solid Waste Service Fees will cover the cost of this agreement.

Office use only:

RBA 2016- 3831

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Service Agreement for Consultant to Design 3 Box Culverts

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="3/15/2016"/>
Contact: <input type="text" value="Andrew Engel"/> Title: <input type="text" value="Civil 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 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:

Bridge No. L2795, which is located on CR 140, 0.5 miles East of the junction of TH 284 is in need of replacement. This existing bridge consists of three (3) timber slab spans. The bridge carries two lanes of traffic, one in each direction and is approximately 54 feet long and 28 feet wide. The current structure inventory report indicates the bridge sufficiency rating of 59.8 and in a structurally deficient status.

Bridge 10504, which is located on CR 140, 2.5 miles South East of the junction of TH 284 is in need of replacement. This existing bridge consists of three (3) timber slab spans. The bridge carries two lanes of traffic, one in each direction, and is approximately 78 feet long and 26 feet wide. The current structure inventory report indicates the bridge sufficiency rating of 61.9 and is in a structurally deficient status.

Bridge 93035, which is located on CSAH 20, 0.2 miles West of the junction of CSAH 33 is in need of replacement. The existing bridge consists of one line of approximately 10 foot diameter corrugated steel pipe. The current structure inventory report indicates the bridge sufficiency rating of 67.6 and is in a structurally deficient status.

Stonebrooke Engineering will assist the County in the development of project plans, specifications and project estimates to replace all of these bridges. The County will be requesting local bridge bonding funds through the State to assist in the construction cost of the bridges.

ACTION REQUESTED:

Approve a professional services agreement with Stonebrooke Engineering Inc. in the amount of \$48,343.00, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$48,343.00"/> <hr/> Total <input type="text" value="\$48,343.00"/> <input checked="" type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

Office use only:

RBA 2016- 3842

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Application for 1 to 4 Day Temporary On-Sale Liquor License for St. Peter Lutheran Church

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services - Property Taxation"/>	Meeting Date: <input type="text" value="3/15/2016"/>
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"/> 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="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

St. Peter Lutheran Church, 3030 Navajo Ave, Watertown, has applied for a 1 Day to 4 Day Temporary On-Sale Liquor License. They are planning an event for Sunday, May 22, 2016. The event will be held in the church parking lot and grounds. The church officers are: Dale Muhs (President); Brenda Dressel (Vice-President); Deborah Muhs (Secretary); and Joyce DeNomme (Treasurer). There are no delinquent taxes on this parcel (10.0141500).

ACTION REQUESTED:

Motion to approve the 1 Day to 4 Day Temporary On-Sale Liquor License application for St. Peter Lutheran Church, Watertown for Sunday May 22, 2016.

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

Related Financial/FTE Comments:

1 Day to 4 Day Temporary On-Sale Liquor License fee: \$100.00 per event

Office use only:

RBA 2016- 3828

Carver County Board of Commissioners Request for Board Action



Agenda Item:

JPA with City of Victoria for Preliminary Design on Marsh Lake Road (CSAH 43 to CSAH 11)

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="3/15/2016"/>
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" 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="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

Marsh Lake Road from CSAH 43 to CSAH 11 is presently a City of Victoria roadway. The County Roadway System Plan identifies this roadway as a future County road (CSAH 14). With the increase in development in the Victoria area, there is a need to complete a preliminary design for reconstruction of this roadway as a County Highway. This JPA with the City of Victoria provides for the City to act as the lead agency in contracting with a consulting engineering firm to complete this preliminary engineering. The City and County would share 50/50 percent in the consulting contract costs. Estimated costs for completion of the preliminary design is \$150,000 to \$250,000.

ACTION REQUESTED:

Approve agreement with the City of Victoria, pending review by the County Attorney and Risk Manager.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;">\$125,000.00</td> </tr> <tr> <td>City of Victoria</td> <td style="text-align: right;">\$125,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$250,000.00</td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	County Dollars =	\$125,000.00	City of Victoria	\$125,000.00	Total	\$250,000.00
County Dollars =	\$125,000.00						
City of Victoria	\$125,000.00						
Total	\$250,000.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 3837

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2016 Digital Orthophotography Contract

Primary Originating Division/Dept: <input type="text" value="Public Services - IT"/>	Meeting Date: <input type="text" value="3/15/2016"/>
Contact: <input type="text" value="Peter Henschel"/> Title: <input type="text" value="GIS Supervisor"/>	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="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

As GIS (geographic information system) use expands at the County, the need for current aerial photography has become an absolute necessity. The Public Services Division and the Public Works Division have budgeted to collect 6-inch high-resolution/high accuracy aerial photography in the spring of 2016. This spring, the Metropolitan Council is flying the entire 7-county region to capture aerial photography at a 1-inch resolution. This contract offers a buy-up option through the same vendor to collect the 6-inch resolution with a significant cost savings. This is a valuable opportunity for the County to collaborate with the Metropolitan Council to save funds by doing one flight -- meeting the needs of both organizations.

The last flight the County flew with these same requirements was in 2013. The resulting photos have become outdated in many areas of the county. Certain GIS datasets created at the County require high accuracy, such as parcels, road centerlines and Public Works' assets. This new aerial photography will provide the necessary resolution and accuracy to ensure that the GIS data being created will be of sufficient quality to support current and future uses. All Divisions at the County will benefit from current aerial photography in our day to day business. The County will also be able make the photos available to the public through various mapping applications and the open data portal.

ACTION REQUESTED:

Motion to authorize the IT Department to contract with Surdex Corporation, subject to contract review by the County Attorney's Office and Risk Management.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$25,625.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$25,625.00</td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	County Dollars =	\$25,625.00			Total	\$25,625.00
County Dollars =	\$25,625.00						
Total	\$25,625.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

\$47,400 was the original quote for 6-inch aerial photography.
 \$28,425 will be the County's buy-up cost with Metropolitan Council funding.
 With an additional cost savings of \$2,800 from the County Surveyor doing ground control, the resulting cost will be \$25,625.

Office use only:

RBA 2016- 3844

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Out of State Conference Travel

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="3/15/2016"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Director"/>	Item Type: Consent <input type="text" value=""/>
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: Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government	

BACKGROUND/JUSTIFICATION:

Employee Relations and Finance are in the process of implementing a new HRIS and Payroll system and the selected vendor is hosting a training conference in San Diego. The registration fee, travel and lodging expenses are estimated at \$1,000.00 per person.

ACTION REQUESTED:

Motion to approve out-of-state travel for one staff member from Finance and one staff member from Employee Relations to attend the conference.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$2,000.00"/> <hr/> Total <input type="text" value="\$2,000.00"/> <input type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

Finance and Employee Relations both have out-of-state conference travel included in the 2016 budget. This conference will replace the previously budgeted conferences.

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RBA 2016- 3840

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Abatements/Additions

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services - Property Taxation"/>	Meeting Date: <input type="text" value="3/15/2016"/>
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 checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

Abatements requested by taxpayers. See attached listing.

ACTION REQUESTED:

Motion to approve.

FISCAL IMPACT: <input type="text" value="Other"/> <i>If "Other", specify:</i> <input type="text" value="Not Budgeted"/>	FUNDING <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">(\$830.54)</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">(\$1,683.46)</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">(\$2,514.00)</td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	County Dollars =	(\$830.54)	Other	(\$1,683.46)	Total	(\$2,514.00)
County Dollars =	(\$830.54)						
Other	(\$1,683.46)						
Total	(\$2,514.00)						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 3834



CARVER
COUNTY

Property Records & Taxpayer Services
Division
Government Center - Administration Building
600 East 4th Street
Chaska, MN 55318-2102

Laurie Davies, Taxpayer Services Manager
Phone: (952) 361-1907
Email: ldavies@co.carver.mn.us

Angela Johnson, Carver County Assessor
Phone: (952) 361-1961
Email: ajohnson@co.carver.mn.us

Abatements presented to the
Carver County Board of Commissioners
March 15, 2016

Abatement approval is recommended by the Carver County Assessor & Taxpayer Services Manager on the following properties for the reasons listed.

Payable Year	Parcel Number	Name	Reason for Abatement	Original Tax Amount	Adjusted Tax Amount	Total Amount of Tax Adjustment	Reduction in Penalties and/or Interest Paid	Total Amount of Adjustment	County Dollars Abated
2015	02.0070300	Brett Scott Martinson & Vanessa Rose Martinson	Disaster	\$ 5,128.00	\$ 3,806.00	\$ (1,322.00)	\$ -	\$ (1,322.00)	\$ (531.61)
2015	50.2410040	Brian G. & Sarah P. Grimm	Disaster	\$ 3,476.00	\$ 2,284.00	\$ (1,192.00)	\$ -	\$ (1,192.00)	\$ (298.93)
			TOTALS	\$ 8,604.00	\$ 6,090.00	\$ (2,514.00)	\$ -	\$ (2,514.00)	\$ (830.54)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Procurement Policy update under the Uniform Administrative Requirement for Federal Awards

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services"/>	Meeting Date: <input type="text" value="3/15/2016"/>
Contact: <input type="text" value="Mary Kaye Wahl"/> Title: <input type="text" value="Assistant Financial Services Dire"/>	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="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

The Uniform Administrative Requirements for federal programs came into effect for most, if not all, of Carver County's federal grants in 2015. For procurement, the requirements include the need for the entity to have a written procurement policy which reflect applicable State and local laws and regulations, and conform to applicable Federal statutes and the procurement requirements identified in 2 CFR part 200.

In discussions with the Office of the State Auditor, they are trying to obtain further guidance from different sources on how much information is required in a procurement policy for Single Audit purposes.

Since, guidance is currently limited, we are requesting the Board to adopt the attached resolution indicating that we will be taking advantage of the two year grace period for implementation of the new requirements into our Contracts Policy.

ACTION REQUESTED:

Motion to adopt resolution to take advantage of the two year grace period for implementation of the new requirements.

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

Related Financial/FTE Comments:

Office use only:

RBA 2016- 3835

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE March 15th, 2016
MOTION BY COMMISSIONER _____

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners acknowledges the need that the written procurement policy may need to be updated with the Uniform Administrative Requirements for Federal Awards; and

WHEREAS, the new procurement requirements are effective on 2015 Federal Grant Awards, and

WHEREAS, Carver County chooses to take advantage of a two-year grace period for implementation of the new requirements; and

NOW, THEREFORE, BE IT RESOLVED, Carver County will develop the written standards in compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards beginning in 2017.

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 ___ of _____, 2016, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

MN Board of Water and Soil Resources' Performance Review of the CCWMO

Primary Originating Division/Dept: <input type="text" value="Public Services - Planning & Water Mgmt"/>	Meeting Date: <input type="text" value="3/15/2016"/>
Contact: <input type="text" value="Paul Moline"/> Title: <input type="text" value="PWM Manager"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="Jenny Gieseke"/> Title: <input type="text" value="BWSR PRAP Coordinator"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

The Board of Water and Soil Resources (BWSR) will present an information item regarding their performance review of the CCWMO. A BWSR performance review is a routine process that assesses the extent to which the watershed organization has accomplished the action items in their comprehensive plan, their compliance with a set of performance standards and the opinions of the district's key partners regarding the WMO's performance. A summary of the performance review is attached.

ACTION REQUESTED:

None. This presentation is for the Board's Information only.

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

Related Financial/FTE Comments:

Office use only:

RBA 2016- 3790

Report Summary

PRAP Level II Report Summary	Carver WMO
<p>What is a PRAP Performance Review?</p> <p>The Board of Water and Soil Resources supports Minnesota's counties, watershed districts and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007 the Board set up a program (PRAP) to systematically review the performance of these local units of government to ensure their effective operation. Each year BWSR staff conduct routine reviews of several of these local conservation delivery entities. This document reports the results of one of those reviews.</p>	<p>Key Findings and Conclusions</p> <p>The Carver WMO has a solid record of accomplishment in all areas of their water management plan. The organization can serve as an example of how a systematic approach to water management can be delivered.</p> <p>The WMO's compliance with BWSR performance standards puts them among the top performers in meeting the essential, administrative, planning and communication practices that lead to an effective, efficient organization.</p> <p>The WMO's partners reinforce these conclusions in their high marks for communication, quality of work, relations with customers and follow-through.</p> <p>Resource Outcomes</p> <p>The Carver WMO watershed management plan contains specific, measureable resource outcomes goals for water quality. The WMO annual water quality report contains information about the water quality results achieved in area streams. According to the information available at the time of this review, the water quality of streams within the WMO is variable, with some watercourses showing improved water quality, while others show declines or do not appear to have trends in either direction.</p> <p>Action Items</p> <p>There are no Action Items for the Carver WMO</p> <p>Recommendations</p> <p>Recommendation 1: Continue and expand the use of Prioritized, Targeted and Measureable as criteria for Goals and Objectives in the next water management plan as appropriate.</p> <p>Recommendation 2: Identify and track outcomes of educational efforts.</p> <p>Recommendation 3: Make lake water quality data and trends easily accessible to the public.</p> <p>Commendations</p> <p>The Carver WMO is commended for meeting 10 out of 12 High Performance Standards.</p>

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Appointment to the Community Development Agency Board

Primary Originating Division/Dept: Administration (County) <input type="text"/>	Meeting Date: 3/15/2016 <input type="text"/>
Contact: Dave Hemze <input type="text"/> Title: County Administrator <input type="text"/>	Item Type: Regular Session <input type="text"/>
Amount of Time Requested: 5 <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: Connections: Develop strong public partnerships and connect people to services and information <input type="text"/>	

BACKGROUND/JUSTIFICATION:

A vacancy exists on the Community Development Agency Board representing Commissioner District #2. Three applicants have applied. They are:

- Frank Mendez, District #2
- Phong Dang, District #2
- Greg Anderson, District #1

ACTION REQUESTED:

Motion for an appointment to the CDA Board for a five year term.

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

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 3845

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Update on the ACT on Alzheimer's Communities Initiative

Primary Originating Division/Dept: <input type="text" value="Health & Human Services - Public Health"/>	Meeting Date: <input type="text" value="3/15/2016"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="Health and Human Services Director"/>	Item Type: <input type="text" value="Work Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Katy Boone"/> Title: <input type="text" value="Public Health Planning and Promotion"/>	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:

There has been an increased awareness of the need to address those facing the effects of dementia in our community. Recently, the Carver County Public Health Department has partnered with the City of Chanhassen to become the first city in Carver County to be a dementia friendly community through the ACT on Alzheimer's program. This groundbreaking and exciting work is continuing, and interest from other communities is growing. Public Health staff involved in this initiative will provide an update to Board Members on this innovative program, and be available to answer questions.

ACTION REQUESTED:

Receive update from Public Health Department staff on the ACT on Alzheimer's program.

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

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 3836