



Carver County Board of Commissioners  
 October 30, 2018  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	<ul style="list-style-type: none"> <li>a) <b>CONVENE</b></li> <li>b) <b>Pledge of allegiance</b></li> <li>c) <b>New Employee Introductions</b> ..... <b>1-6</b></li> <li>d) <b>Public comments</b> - <i>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.</i></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of October 16, 2018, Regular Session .....	7-9
	4.	Community Announcements	
9:10 a.m.	5.	<b>CONSENT AGENDA</b>	
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.1	Final Acceptance and Payment To Knife River Corporation for 2018 Caver County Overlay Program .....	10-11
	5.2	Local Bridge Replacement Program (LBRP) Grant Agreement for Highway 20 Bridge Project.....	12-14
	5.3	Carver County Right of Way Plat No. 28 for the Highway 44/212 Project .....	15-20
	5.4	Encore Adult Day Services Donation.....	21
	5.5	Contract with Gardeneer Inc. for snow removal .....	22
	5.6	Contract with Bakkelund Tree & Landscape Services, LLC .....	23
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
	5.7	Jeffrey & Rachel Swanson - Request for an Equestrian Facility (Conditional Use Permit).....	24-27
		<i>Culture: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government</i>	
	5.8	Additional 2.0 FTE Highway Maintenance Operators .....	28
	5.9	Non-Bargaining Employee 2019 Benefits.....	29
	5.10	2019 Retiree Health Insurance Contributions .....	30
		<i>Finances: Improve the County's financial health and economic profile</i>	
	5.11	Review Social/ Commissioners' Warrants .....	NO ATT

9:15 a.m.    **6. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**

6.1    PEER Award Recognition ..... 31

6.2    **Closed Session** for Labor Negotiation Strategy ..... 32

10:35 a.m.    **ADJOURN REGULAR SESSION**

- 10:35 a.m.    **BOARD REPORTS**
1. Chair
  2. Board Members
  3. Administrator
  4. Adjourn

David Hemze  
County Administrator

<b>UPCOMING MEETINGS</b>
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November 6, 2018	No Meeting
November 13, 2018	No Meeting
November 20, 2018	4:00 p.m. Board Meeting
November 27, 2018	9:00 a.m. Board Work Session
November 29, 2018	6:00 p.m. 2019 Budget Public Meeting
December 4, 2018	AMC Conference No Meeting
December 11, 2018	9:00 a.m. Board Meeting
December 18, 2018	4:00 p.m. Board Meeting
December 25, 2018	No Board Work Session

# Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

New Employee Introduction - Micah Ostergard

Primary Originating Division/Dept: Public Works - Parks

Meeting Date: 10/30/2018

Contact: Sam Pertz Title: Parks & Recreation Supervisor

Item Type:  
New Employee Intro

Amount of Time Requested: 5 minutes

Attachments:  Yes  No

Presenter: Sam Pertz Title: Parks & Recreation Supervisor

**Strategic Initiative:**

Connections: Develop strong public partnerships and connect people to services and information

**BACKGROUND/JUSTIFICATION:**

Micah Ostergard was recently hired as the Recreation & Volunteer Specialist who began his service on September 17th, 2018. We will introduce him to the Carver County Board of Commissioners.

**ACTION REQUESTED:**

Welcome Micah Ostergard to Carver County.

FISCAL IMPACT: None

If "Other", specify:

**FUNDING**

County Dollars = \$0.00

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5735

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Adriana Atcheson, Planner**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Adriana Atcheson began her service as the Planning and Water Management Department's Planner on October 15. She is filling a vacancy.

**ACTION REQUESTED:**

Welcome Adriana Atcheson to the County.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5723

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Mark Meili, Commercial Appraiser**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County was the last county in the metro area without a full-time Commercial Appraiser. The County Assessor has been primarily responsible for the Commercial Appraiser duties which includes representing the County in Tax Court. Mark Meili started as the County's Commercial Appraiser on October 8th, 2018. He was a commercial appraiser for Dakota County and previously worked at Carver County as an Appraiser.

**ACTION REQUESTED:**

Welcome Mark Meili as the County's first Commercial Appraiser.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

The Commercial Appraiser position was added in the 2017 Budget. The position posting was first delayed due to the Comp/Class study and then several changes to the job description/DBM rating/etc. related to this being a brand new position.

*Office use only:*

RBA 2018 - 5768

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Cari Campbell, Western Libraries' Operations Supervisor**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

Cari Campbell has worked for Carver County Library for 13 1/2 years. She has earned a promotion to the position of Operations Supervisor in the Western Libraries. She began work in this role on October 8. She is filling a vacancy.

**ACTION REQUESTED:**

Welcome Cari Campbell to the County in her new role.

**FISCAL IMPACT:**  ▼

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5749

# Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Faith Kammerdiener, IT Business Analyst**

Primary Originating Division/Dept: Public Services - IT

Meeting Date: 10/30/2018

Contact: Lisa Wu Title: IT Manager - PMO

Item Type:  
New Employee Intro

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Lisa Wu Title: IT Manager - PMO

**Strategic Initiative:**

Connections: Develop strong public partnerships and connect people to services and information

**BACKGROUND/JUSTIFICATION:**

Faith Kammerdiener is a Business Analyst who began her service with Information Technology on September 10th. She filled a vacancy.

**ACTION REQUESTED:**

Welcome Faith Kammerdiener to the County.

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None**Total**

\$0.00

 Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5761

# Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Glen Skrivseth, IT Business Analyst**

Primary Originating Division/Dept: Public Services - IT

Meeting Date: 10/30/2018

Contact: Lisa Wu Title: IT Manager - PMO

Item Type:  
New Employee Intro

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Lisa Wu Title: IT Manager - PMO

**Strategic Initiative:**

Connections: Develop strong public partnerships and connect people to services and information

**BACKGROUND/JUSTIFICATION:**

Glen Skrivseth is a Business Analyst who began his service within Information Technology on September 17th.

**ACTION REQUESTED:**

Welcome Glen Skrivseth to the County.

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None**Total**

\$0.00

 Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5763

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on October 16, 2018. Chair Gayle Degler convened the session at 4:13 p.m.

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

Members absent: None.

Under public comments, Karen Johnson Luethner, 15735 38<sup>th</sup> Street, Mayer, explained she was a relevant public watchdog and did not represent anyone from the County or Township. She pointed out the number of attorneys that were involved with the radio tower built through the CUP. She stated the attorneys did not listen to the citizens and a number were lobbyists. She explained the granting of the CUP in 1999 changed her life as she was strong enough to know this was wrong and believed the County was still protecting what occurred. She added she would be getting additional information on the attorneys involved.

The following amendments were made to the agenda:

Delete: d) New Employee Introductions  
6.1 PEER Award Recognition  
7.3 Purchase agreement with Hennepin County Regional Rail Authority  
Add: 5.9 Application for a 2018-2019 renewal of On-Sale Liquor License including Sunday for Vandy's Grill LLC

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

Workman moved, Maluchnik seconded, to approve the minutes of the October 2, 2018, Regular Session. Motion carried unanimously.

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

Approved the application for an onsale liquor license including Sunday for LuceLine Orchard LLC dba LuceLine Orchard pending all approvals.

Resolution #78-18, Jurisdictional (Turnback) Agreement with the State of Minnesota.

Resolution #79-18, Establishing TH 101 as a County State Aid Highway.

Joint Powers Agreement with the City of Chanhassen for Highway 101 Project from Pioneer Trail to Flying Cloud Drive pending finalization of the contract review process.

Resolution #80-18, Authorizing Settlement of Compensation to Owner for Acquisition of Real Property Interests Needed for the Highway 41/18 Project.

Authorized the Chair to sign the Emergency Operations Plan approval document.

Authorized the Health and Human Services Department to accept backpack and stuffed animal donations.

Approved converting the currently vacant 18 hour shelver position at the Chaska Library into a 15 hour shelver position and to shift those three hours to the Norwood Young America Library to a current shelver position.

Approved the application for renewal of the on-sale liquor license including Sunday for Vandy's Grill LLC pending all appropriate approvals.

Reviewed October 9, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$475,088.03 and reviewed October 16, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$455,861.99.

Motion carried unanimously.

Dave Hemze, County Administrator, requested a formal appointment for a Board member to serve on the Mental Health Advisory Committee. He noted the makeup of the committee and the meeting dates.

Ische moved, Lynch seconded, to appoint Commissioner Maluchnik to the Mental Health Advisory Committee and to appoint Commissioner Workman as an alternate. Motion carried unanimously.

Lynch noted he had been the liaison on this committee in the past and was willing to attend if the other Board members had a conflict.

Rod Franks, Health and Human Services, requested the Board approve appointments to the Steiner Kelting Mental Wellness Facility Advisory Committee. He stated they are continuing to make progress of moving forward on operationalizing the facility and it was important to create an advisory committee for the project. He indicated the committee would make recommendations on the operations, security, as well as assist in the process in selecting a vendor to operate the facility.

He noted a number of candidates that would fall into different categories and each agency had gone through their own appointment process. Franks clarified he was asking the Board to approve one lived experience representative and two neighborhood representatives to the committee and noted the appointments that would still need to be made in the future. He added he was impressed with the qualifications of the applicants and level of interest the community has showed in making this facility an asset.

Maluchnik moved, Lynch seconded, to appoint Stacey Schuette and Victoria Swenson as the neighborhood representatives and Lisa Gjerde as the lived experience representative on the committee, to approve the organizational representatives as outlined and to appoint Commissioner Maluchnik to serve as the liaison to the committee, with Commissioner Workman as the alternate.

Motion carried unanimously.

Chair Degler concurred the applicants were all well qualified and could perhaps fit other openings as they proceed. Franks noted the meetings are open to the public and the public would be able to participate by their attendance.

Lynch moved, Ische seconded, to adjourn as the County Board and convene as the Carver County Board of Health. Motion carried unanimously.

Richard Scott, Health and Human Services, explained he would be presenting on the Community Health Assessment and Community Health Improvement Plan. He stated the Plan was a five year plan, mandated by Statute, to determine a set of priority issues that will be addressed with community partners. Scott indicated the Health Assessment was designed to give the County a picture of the health status of County residents and the public health system.

Scott outlined the role of Public Health in the County and indicated they are mandated to promote and protect the health of all who work, live and learn in the county. He indicated they play a critical role in mobilizing the skills of collaborating partners to allow them to work together efficiently.

He stated their mission is comprised of six primary areas of responsibility and their three core functions are assessment, policy development and assurance. Scott introduced Patrick Stieg and indicated he would be taking the lead on the Community Health Plan.

Stieg stated the Community Health Improvement Plan would result in priorities for 2020-2024 and they were looking for broad input from the communities. He indicated they would follow a number of steps to make sure it is community driven and they have community members from multiple sectors guiding the process. He stated they started their assessment phase and outlined each of the four assessments. Stieg gave an overview of each assessment and activities.

He highlighted the Community Adult Health Survey that will be done in partnership with Ridgeview Medical Center. Stieg indicated they were looking to get an equal sample of responses from the eastern and western sides of the County. He pointed out the ten essential Public Health services.

Scott clarified they would not be looking at any private individual data and reporting would be done in an aggregate format.

Ische moved, Workman seconded, to adjourn as the County Board of Health at 5:01 p.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:**

**Final Acceptance and Payment To Knife River Corporation for 2018 Carver County Overlay Program**

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 2018 County Highway Overlay Program included the milling, ultra thin bonded wearing course of CSAH 52 from CSAH 33 to CSAH 40, CR 122 from CSAH 33 to TH 25, CR 135 from CSAH 33 to CSAH 32, and CSAH 53 from TH 212 to the Carver Creek Bridge. The project also includes paving the gravel shoulders on CSAH 53 from TH 212 to the Carver Creek Bridge.

All work was completed in the 2018 construction season and Knife River Corporation is requesting to finalize the contract with Carver County and release all retainage. County staff agree and is requesting that the contract be finalized and that the outstanding work items and retainage be paid in the amount of \$148,334.25.

**ACTION REQUESTED:**

Motion to adopt a resolution accepting all work as complete and authorizing final payment in the amount of \$148,334.25 to Knife River Corporation for the 2018 Carver County Overlay Program.

**FISCAL IMPACT:**

*If "Other", specify:*

**FTE IMPACT:**

**FUNDING**

<b>County Dollars =</b>	<b>\$69,632.07</b>
CSAH Regular	\$78,702.18
<b>Total</b>	<b>\$148,334.25</b>

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5739

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

Date: October 30, 2018

Resolution No: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

**COUNTY BOARD ACKNOWLEDGMENT  
2018 Overlay Program Project  
FINAL PAYMENT**

WHEREAS, the construction the 2018 Overlay Program Project 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 on behalf of the Carver County Public Works Division.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave 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 30th day of October, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 30<sup>th</sup> day of October, 2018.

\_\_\_\_\_  
Dave Hemze

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Local Bridge Replacement Program (LBRP) Grant Agreement for Highway 20 Bridge Project**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

An application was made for Local Bridge Replacement Program (LBRP) funds for the Highway 20 Bridge Project, located on Highway 20, 0.2 miles west of the junction of Highway 33 in Hollywood Township. The grant covers 50% of the bridge construction costs. A total of \$125,693.50 of LBRP funding was approved for this project to replace existing bridge/culvert no. 93035 with a new bridge/culvert no. 10J41, which is a single line concrete box culvert.

Upon the receipt of the executed Minnesota Department of Transportation Agreement No. 1028851 with all of the necessary attachments, that includes a signed resolution by Carver County agreeing to the terms stated in the agreement, the money will be distributed.

**ACTION REQUESTED:**

Adopt a resolution approving Agreement No. 1028851 with the Minnesota Department of Transportation in the amount of \$125,693.50 pending finalization of the contract review process.

**FISCAL IMPACT:**

*If "Other", specify:*

**FTE IMPACT:**

**FUNDING**

<b>County Dollars =</b>	
CSAH	\$234,358.00
LBRP Grant	\$125,693.50
<b>Total</b>	<b>\$360,051.50</b>

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5742

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

Date: October 30, 2018  
Motion by Commissioner: \_\_\_\_\_

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

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**For Agreement to State Transportation Fund  
Local Bridge Replacement Program  
Grant Terms and Conditions  
SAP 010-620-013**

WHEREAS, Carver County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.10J41; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$ 125,693.50 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Carver County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave 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 30<sup>th</sup> day of October, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 30th day of October, 2018.

---

Dave Hemze

County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Carver County Right of Way Plat No. 28 for the Highway 44/212 Project**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

Strategic Initiative:  
 ▼

**BACKGROUND/JUSTIFICATION:**

The 2019 and 2020 construction season includes the reconstruction of Highway 44 (Big Woods Blvd) from approximately 1,200 feet east of Highway 11 easterly to Highway 61 (Chaska Blvd). In order to meet state and federal regulations, additional right-of-way acquisition in some areas is necessary.

The County Surveyor has prepared CARVER COUNTY RIGHT OF WAY PLAT NO. 28 to simplify the writing of easement descriptions and to identify to the public the County's interest in the highway right of way.

**ACTION REQUESTED:**

Adopt a resolution to approve CARVER COUNTY RIGHT OF WAY PLAT NO. 28 and authorize the Chair of the County Board to sign the plat.

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

**FUNDING**

County Dollars =   
   
**Total**

**FTE IMPACT:**  ▼

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5751

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

Date: October 30, 2018  
Motion by Commissioner: \_\_\_\_\_

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

---

**Carver County Right of Way Plat No. 27**

WHEREAS, Carver County will be improving County State Aid Highway (CSAH) No. 44 (Big Woods Blvd) from approximately 1,200 feet east of CSAH No. 11 easterly to CSAH 61 (Chaska Blvd); and

WHEREAS, the County Surveyor has prepared Carver County Right of Way Plat No. 28 to simplify the writing of legal descriptions and to identify to the public the County's interest in the highway right of way.

NOW, THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners approves Carver County Right of Way Plat No. 28 and authorizes the Chair of the County Board to sign the plat.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

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Dated this 30th day of October, 2018.

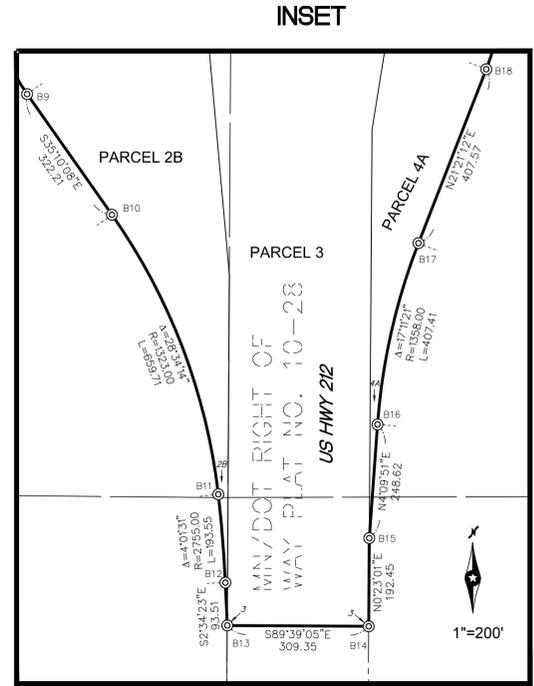
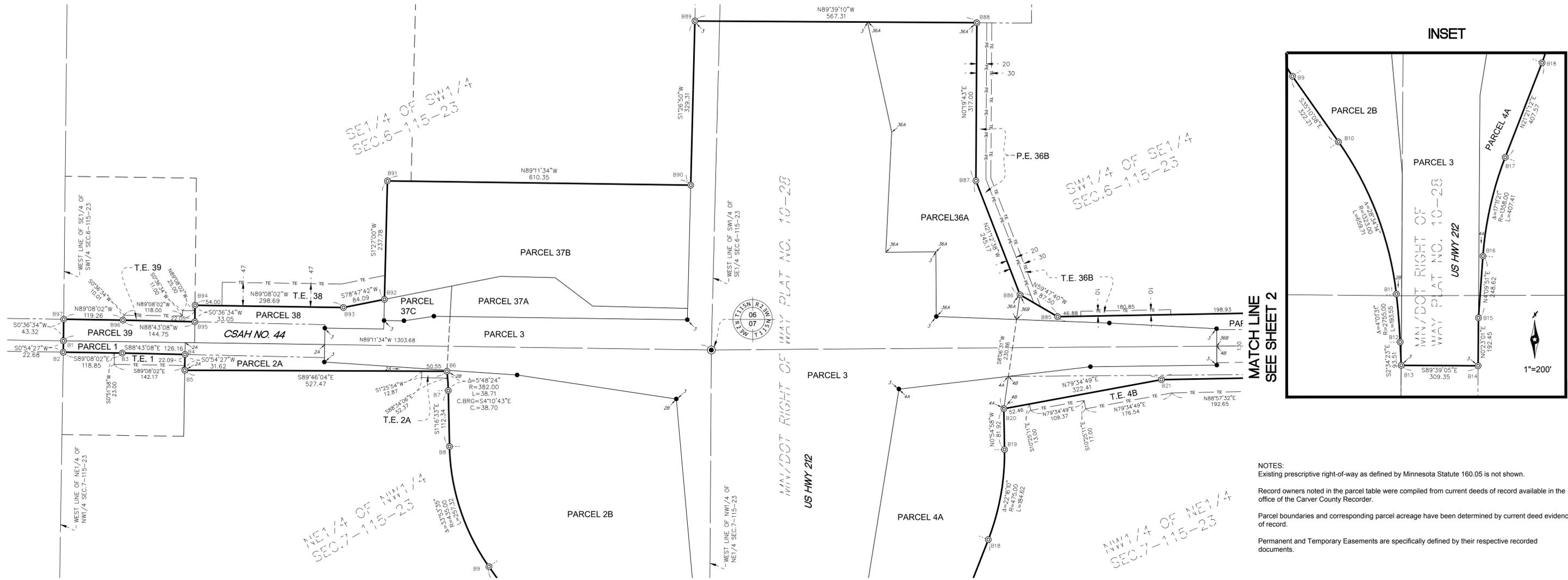
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Dave Hemze

County Administrator

# CARVER COUNTY RIGHT OF WAY PLAT NO. 28

PLAT FILE NO.  
C.R. DOC. NO.  
R.T. DOC. NO.



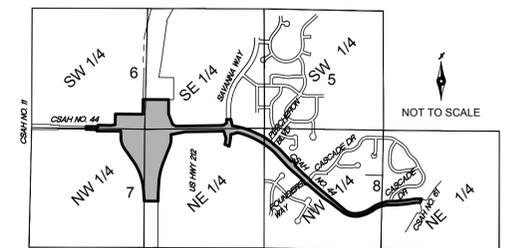
NOTES:  
Existing prescriptive right-of-way as defined by Minnesota Statute 160.05 is not shown.  
Record owners noted in the parcel table were compiled from current deeds of record available in the office of the Carver County Recorder.  
Parcel boundaries and corresponding parcel acreage have been determined by current deed evidence of record.  
Permanent and Temporary Easements are specifically defined by their respective recorded documents.

SEE INSET

PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
1	SONJA J DEIS REVOCABLE TRUST	PART OF NE1/4 OF NW1/4 SEC.7, T.115, R.23	30.0070901	A-502077	5,645		5,645		3,212	EASEMENT
2A	ELMER J DEIS REVOCABLE TRUST	PART OF NE1/4 OF NW1/4 SEC.7, T.115, R.23	30.0070810	A-541303		322,210	322,210			FEE
2B	ELMER J DEIS REVOCABLE TRUST	PART OF NE1/4 OF NW1/4 SEC.7, T.115, R.23	30.0070810	A-588304	7,020	10,568	17,588		690	EASEMENT
3	STATE OF MINNESOTA	PART OF NE1/4 OF NW1/4 AND NW1/4 OF NE1/4 OF SEC.7, T.115, R.23; ALSO PART OF SE1/4 OF SW1/4 AND SW1/4 OF SE1/4 OF SEC.6, T.115, R.23	30.0060600	A-407172	967,237		967,237			
4A	HOLASEK LAND MANAGEMENT, INC.	PART OF NW1/4 OF NE1/4 SEC.7, T.115, R.23	30.0070120	A-413154		159,548	159,548			FEE
36A	CLUB WEST PARTNERS, LLC	PART OF SW1/4 OF SE1/4 OF SEC.6, T.115, R.23	30.0060500	A-396041		109,843	109,843			FEE
36B	CLUB WEST PARTNERS, LLC	PART OF SW1/4 OF SE1/4 OF SEC.6, T.115, R.23	30.0060500	A-396041	10,416	19,043	29,459	11,323	13,103	EASEMENT
37A	STEVEN J & KAREN T NIESCHE	PART OF SE1/4 OF SW1/4 OF SEC.6, T.115, R.23	30.0061200	A-510789		24,577	24,577			FEE
37B	STEVEN J & KAREN T NIESCHE	PART OF SE1/4 OF SW1/4 OF SEC.6, T.115, R.23	30.0061200	A-510789		134,055	134,055			FEE
37C	STEVEN J & KAREN T NIESCHE	PART OF SE1/4 OF SW1/4 OF SEC.6, T.115, R.23	30.0061200	A-510789		6,934	6,934			FEE
38	WALTER & ROSETTE RASER LIMITED PARTNERSHIP	PART OF SE1/4 OF SW1/4 OF SEC.6, T.115, R.23	30.0061600	A-408643	15,954	14,583	30,537		15,467	EASEMENT
39	TIMOTHY P MORSCHEN	PART OF SE1/4 OF SW1/4 OF SEC.6, T.115, R.23	30.0061300	A-616547	11,324		11,324		1,781	EASEMENT

- Carver County Cast Iron Monument
- Individual Parcel Limits
- Boundary Corner with set 1/2 inch by 18 inch iron pipe with an aluminum cap stamped Carver County RW and the boundary corner number
- Found 1/2 inch iron monument
- Existing Right of Way Line
- PE Permanent Easement
- TE Temporary Easement
- $\Delta$  = Curve Central Angle
- R = Curve Radius
- L = Curve Length
- C.BRG = Curve Chord Bearing
- C = Curve Chord Length

VICINITY MAP  
SW1/4 & SE1/4 SEC. 6, TWP. 115 N RGE. 23W  
NW1/4 & NE1/4 SEC. 7, TWP. 115 N, RGE. 23W  
NW1/4 & NE1/4 SEC. 8, TWP. 115 N, RGE. 23W  
CARVER COUNTY, MINNESOTA



The Carver County Board of Commissioners pursuant to resolution number \_\_\_\_\_, dated \_\_\_\_\_, is hereby designating the definite location of a portion of the right-of-way of County State Aid Highway No. 44 in the South Half of Section 6, the North Half of Section 7, and the North Half of Section 8, all in Township 115 North, Range 23 West, Carver County, Minnesota as shown on this official plat of said right-of-way, pursuant to Minnesota Statutes Sections 160.085 and 160.14.

This plat was approved by the Board of Commissioners of the County of Carver, State of Minnesota at a regular meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I hereby certify that this plat was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota; that this plat meets the requirements of Minnesota Statutes Chapter 160.085 and Chapter 160.14, Subdivision I; that all parcels of land affected by the acquisition are correct as shown on this plat; that monuments indicating the boundary lines will be correctly placed in the ground after completion of construction; that all measurements are correctly shown on this plat; and that the right-of-way boundary lines are correctly designated on this plat.

Brian E. Prasse, Carver County Surveyor  
Minnesota License Number 44646

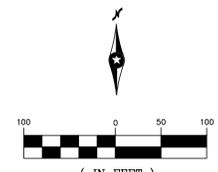
Date \_\_\_\_\_

I hereby certify that this plat was filed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_ M. as Document Number \_\_\_\_\_.

Kaaren Lewis, Carver County Recorder

I hereby certify that this plat was filed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_ M. as Document Number \_\_\_\_\_.

Kaaren Lewis, Carver County Registrar of Titles



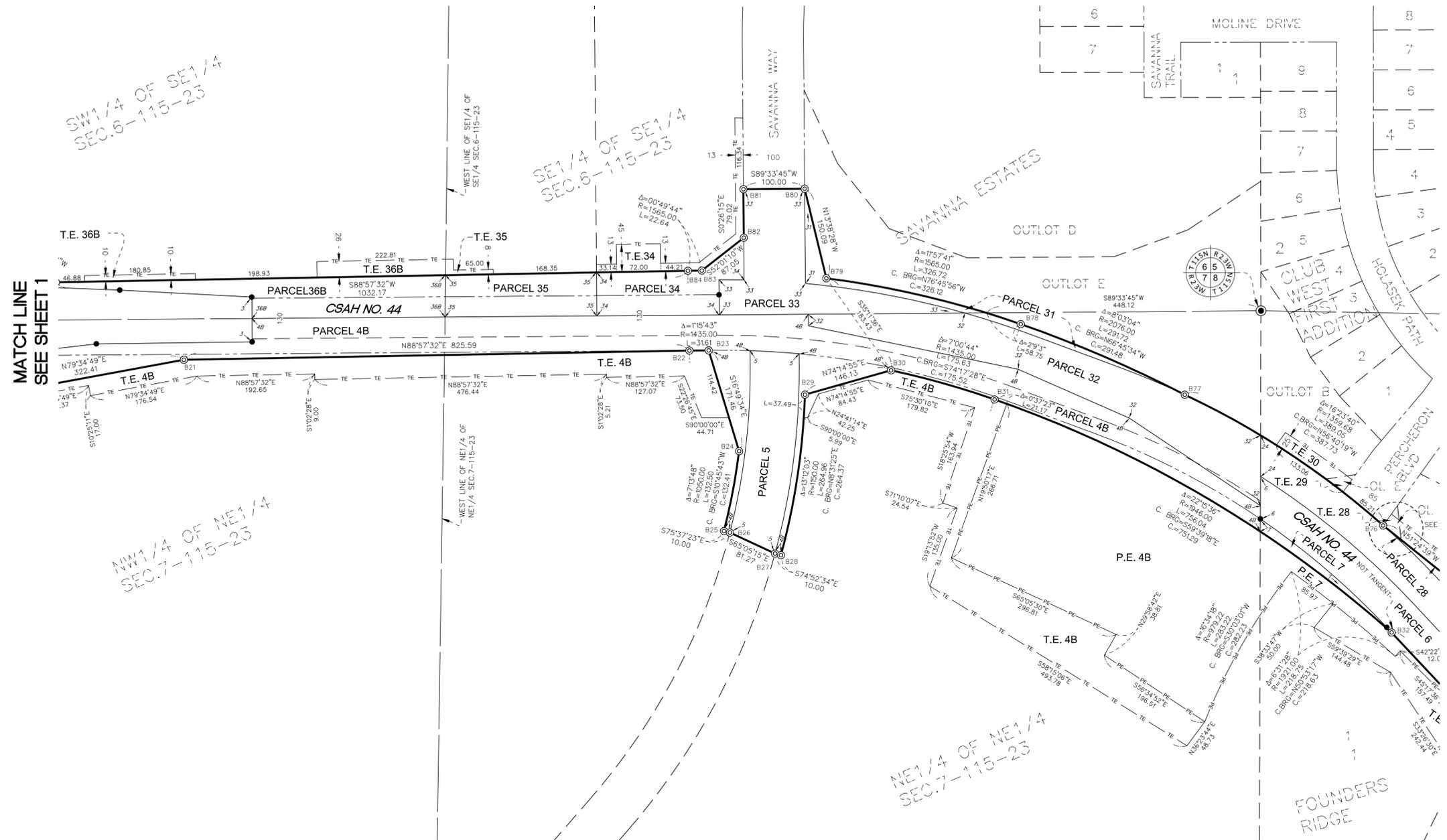
( IN FEET )  
ORIENTATION OF THIS BEARING SYSTEM IS BASED ON CARVER COUNTY COORDINATE SYSTEM NAD83(1996 ADJ)

C.S.A.H. NO. 44 (158788)

Public Works Division  
11360 Hwy 212, Suite 1  
Cologne, MN 55322  
952.466.5200

# CARVER COUNTY RIGHT OF WAY PLAT NO. 28

PLAT FILE NO.  
C.R. DOC. NO.  
R.T. DOC. NO.

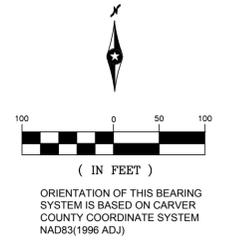
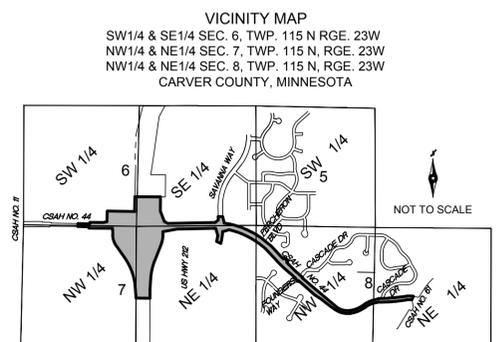


MATCH LINE  
SEE SHEET 1

MATCH LINE  
SEE SHEET 3

PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
4B	HOLASEK LAND MANAGEMENT, INC.	PART OF NW1/4 OF NE1/4 AND NE1/4 OF NE1/4 SEC.7, T.115, R.23	30.0070120	A-413154	90,127	38,035	128,162	141,050	87,707	EASEMENT
5	CITY OF CHASKA	PART OF NE1/4 OF NE1/4 SEC.7, T.115, R.23	30.0070130	A-653755	25,153		25,153			
29	HOLASEK LAND MANAGEMENT, INC.	OUTLOT E, CLUB WEST FIRST ADDITION	30.1730680	A-587460					560	EASEMENT
30	CLUB WEST PARTNERS, LLC	OUTLOT B, CLUB WEST FIRST ADDITION	30.1730650	A-587467					2,766	EASEMENT
31	CITY OF CHASKA	OUTLOT E, SAVANNA ESTATES	30.5860200	A-648862		8,292	8,292			EASEMENT
32	DEDICATED	SAVANNA ESTATES		A-648855	51,990		51,990			
33	CITY OF CHASKA	PART OF SE1/4 OF SE1/4 OF SEC.6, T.115, R.23	30.0062221	A-643059	30,389		30,389			EASEMENT
34	KEITH A WOLFF	PART OF SE1/4 OF SE1/4 OF SEC.6, T.115, R.23	30.0062230	A-642929	6,600	10,211	16,811		8,072	EASEMENT
35	KARL T & BONNIE M TAYLOR	PART OF SE1/4 OF SE1/4 OF SEC.6, T.115, R.23	30.0062400	A-272764	8,164	9,003	17,167		850	EASEMENT
36B	CLUB WEST PARTNERS, LLC	PART OF SW1/4 OF SE1/4 OF SEC.6, T.115, R.23	30.0060500	A-396041	10,416	19,043	29,459	11,323	13,103	EASEMENT

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- Individual Parcel Limits
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- Existing Right of Way Line
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- $\Delta$  = Curve Central Angle
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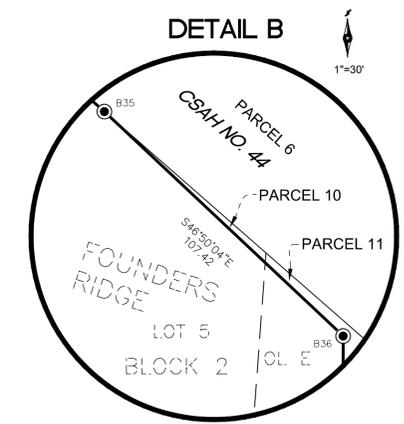
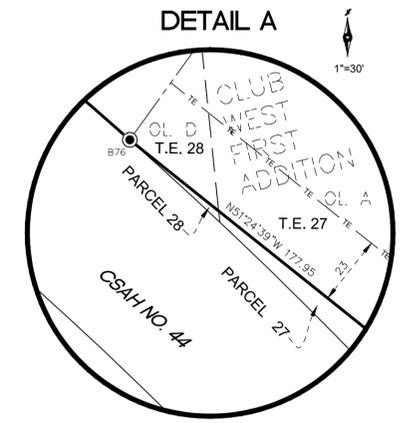
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C.S.A.H. NO. 44 (158788)

Public Works Division  
11360 Hwy 212, Suite 1  
Cologne, MN 55322  
952.466.5200

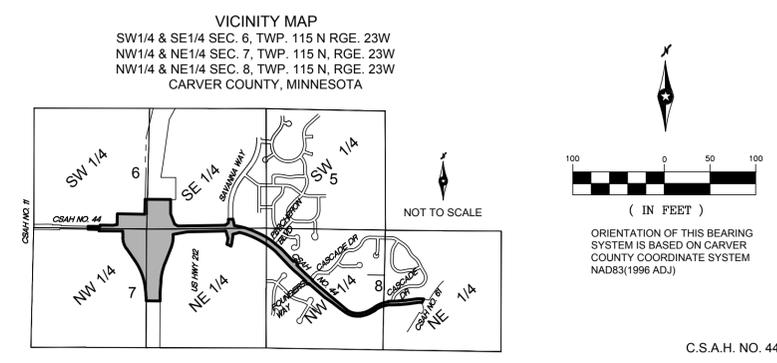
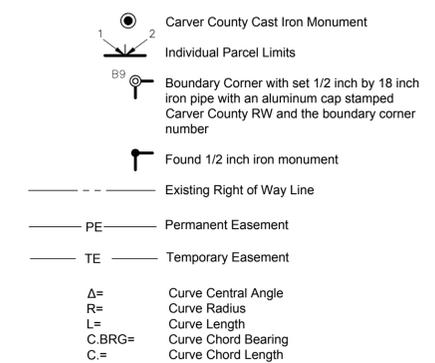
# CARVER COUNTY RIGHT OF WAY PLAT NO. 28

PLAT FILE NO.  
C.R. DOC. NO.  
R.T. DOC. NO.



PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
6	DEDICATED	FOUNDERS RIDGE	•	A-588730	107,160		107,160	11,449	15,072	•
7	JAMES JOSEPH & LAURA JEAN HOLASEK	LOT 1, BLOCK 1, FOUNDERS RIDGE	30.2020010	A-588730		2,868	2,868			EASEMENT
8	JONATHAN E MOE & REBECCA E ESPINOZA	LOT 5, BLOCK 1, FOUNDERS RIDGE 2ND ADDITION	30.2030050	A-631216				2,851	6,695	EASEMENT
9	TRAVIS C & KRISTEN M LAMBERT, AND ROBERT G SCHMITT	LOT 6, BLOCK 1, FOUNDERS RIDGE 2ND ADDITION	30.2030060	A-645286					4,216	EASEMENT
10	JACOB E & JESSICA M REINHARDT	LOT 5, BLOCK 2, FOUNDERS RIDGE	30.2020060	A-650604		92	92			EASEMENT
11	FOUNDER'S RIDGE HOMEOWNERS ASSOCIATION	OUTLOT E, FOUNDERS RIDGE	30.2020350	A-592852		231	231			EASEMENT
12	JEFFREY M & ANNE R HILL	LOT 1, BLOCK 3, FOUNDERS RIDGE	30.2020070	A-631633		179	179			EASEMENT
22	DEDICATED	RED CEDAR CREEK	•	A-597557	4,429		4,429			•
23	MARK C GROSS & JERI A GOODSPED-GROSS	PART OF NW 1/4 OF NW 1/4 OF SEC. 8, T.115, R.23	30.0086500	A-124886	5,982	3,565	9,547		6,552	EASEMENT
24	DEDICATED	CLUB WEST FIRST ADDITION	•	A-587460	64,691		64,691			•
25	DANIEL EARL HOLASEK	LOT 7, BLOCK 1, CLUB WEST FIRST ADDITION	30.1730070	A-587468		8,096	8,096	4,515	3,127	EASEMENT
26	CHRISTINA & BENJAMIN BORGLUND	LOT 6, BLOCK 1, CLUB WEST FIRST ADDITION	30.1730060	A-601820		4,510	4,510	829	5,894	EASEMENT
27	CLUB WEST PARTNERS, LLC	OUTLOT A, CLUB WEST FIRST ADDITION	30.1730640	A-587465		3,776	3,776		6,295	EASEMENT
28	HOLASEK LAND MANAGEMENT, INC.	OUTLOT D, CLUB WEST FIRST ADDITION	30.1730670	A-587460		45	45		611	EASEMENT

MATCH LINE  
SEE SHEET 4



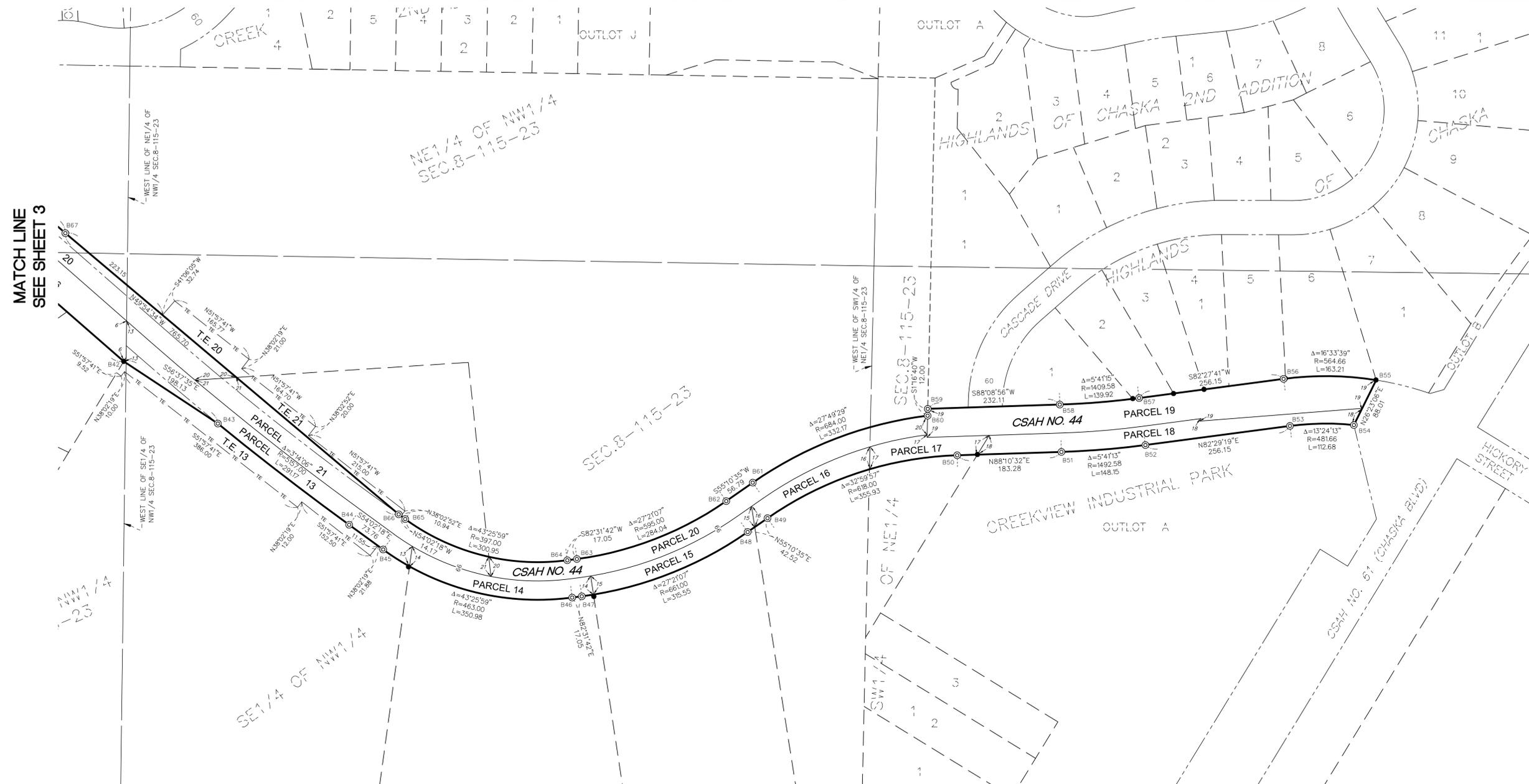
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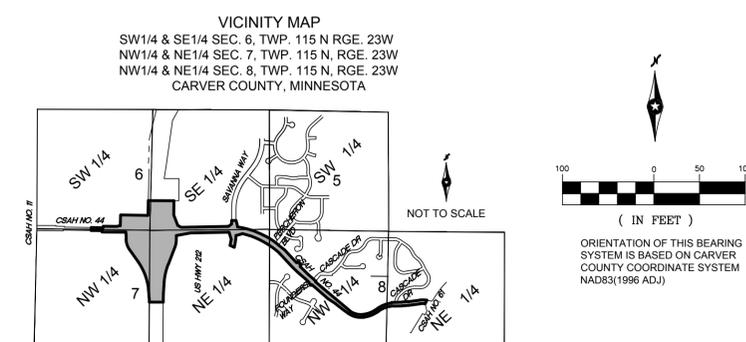
# CARVER COUNTY RIGHT OF WAY PLAT NO. 28

PLAT FILE NO.  
C.R. DOC. NO.  
R.T. DOC. NO.



PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
13	LINDA L T CARLSON	PART OF SE1/4 OF NW1/4 AND SW1/4 OF NW1/4 SEC.8, T.115, R.23	30.0085600	A-602619	20,960	2,350	23,310		12,960	EASEMENT
14	STEVEN G & CINDY A ROBLING	PART OF SE1/4 OF NW1/4 SEC.8, T.115, R.23	30.0086000	A-432137	10,869		10,869			EASEMENT
15	RANDY M & CINDI L TAYLOR	PART OF SE1/4 OF NW1/4 SEC.8, T.115, R.23	30.0085800	A-141028	10,244		10,244			EASEMENT
16	THE MEINHARDT FAMILY TRUST	PART OF SE1/4 OF NW1/4 SEC.8, T.115, R.23	30.0085700	A-545324	8,064		8,064			EASEMENT
17	GINO & KARLA K BUSINARO	PART OF SW1/4 OF NE1/4 SEC.8, T.115, R.23	30.0082600	CERT NO. 16474 T-47446	7,284		7,284			EASEMENT
18	DEDICATED	CREEKVIEW INDUSTRIAL PARK		T-40863	19,342		19,342			
19	DEDICATED	HIGHLANDS OF CHASKA		T-116603	41,630		41,630			
20	CHURCH OF THE GUARDIAN ANGELS CLARENCE H HUDINSKI JR REVOCABLE TRUST AND MICHELE M HUDINSKI REVOCABLE TRUST	PART OF NW1/4 OF NW1/4, SW1/4 OF NW1/4, SE1/4 OF NW1/4, SW1/4 OF NE1/4 SEC.8, T.115, R.23	30.0086700	BK23 PG99 ET AL	46,753	8,641	55,394		6,166	EASEMENT
21		PART OF SE1/4 OF NW1/4 SEC.8, T.115, R.23	30.0086800	A-609635	19,750	4,159	23,909		4,784	EASEMENT

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C.S.A.H. NO. 44 (158788)

Public Works Division  
11360 Hwy 212, Suite 1  
Cologne, MN 55322  
952.466.5200

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Encore Adult Day Services Donation**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

Encore received a donation from Weiss Builders/Randy Ehalt in the amount of \$549.08.

**ACTION REQUESTED:**

Approval to receive donation.

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

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5753

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Contract with Gardeneer Inc. for snow removal**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

For the 2018-2019 snow season, the Facility Services Department plans to contract out the snow removal, de-icing, and snow hauling services at the Government Center and the Mental Wellness Center. The remaining properties will be served by County staff members.

The staff obtained three quotes for the service from Cutting Edge Property Services, Excel Lawn, and Gardeneer. Gardeneer came in at the lowest cost at \$450 per 2-inch snowfall at the Government Center and \$90 per 2-inch snowfall at the Mental Wellness Center. The total cost of the agreement shall not exceed \$40,000. The staff set a very high contract price ceiling in order to be prepared for an unusual snowfall, but normal conditions would generate a much lower price. In the 2017-18 season, the County paid approximately \$25,000 for snow removal services.

**ACTION REQUESTED:**

Motion to contract with Gardeneer Inc. pending completion of the customary County contract review process.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

01-110-000-2001-6260

*Office use only:*

RBA 2018 - 5755

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Contract with Bakkelund Tree & Landscape Services, LLC**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County maintains a little over 15 miles of trail on former railroad corridors occupied by the Dakota Rail Regional Trail and the Minnesota River Bluffs Regional trail. These corridors are heavily vegetated with trees. Work is requested to remove dead and diseased trees, tree trim to remove low lying encroaching branches in order to maintain safety and user satisfaction. Further, work would be done to remove trees from a drainage ditch along the Minnesota River Bluffs Regional Trail in order to maintain the positive drainage.

**Quotes:**

Bakkelund Tree & Landscape LLC \$26,000

Kivisto West Tree Service \$26,700

**ACTION REQUESTED:**

Motion to contract with Bakkelund Tree & Landscape Services, LLC pending finalization of the contract review process.

**FISCAL IMPACT:**

*If "Other", specify:*

**FTE IMPACT:**

**FUNDING**

<b>County Dollars =</b>	<input type="text" value=""/>
CCRRRA	\$26,000.00
<b>Total</b>	<b>\$26,000.00</b>

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5758

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Jeffrey & Rachel Swanson - Request for an Equestrian Facility (Conditional Use Permit)**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

File #PZ20180017. The Planning Commission recommended approval of Jeffrey and Rachel Swanson's request for a Conditional Use Permit (CUP) for an Equestrian Facility. The proposed site is approximately 166 acres located in Section 26 of Watertown Township and the Shoreland Overlay District of DNR protected water #10-99P. The CUP provides for the construction of a structure approximately 118' x 236', including a personal indoor riding arena and stable/barn area. Activity on the parcel would be for personal and agricultural use and would not be open to the public. On October 3, 2018, the Board of Adjustment approved a variance authorizing a reduced shoreland setback for the structure. Watertown Township has also recommended approval of the request.

**ACTION REQUESTED:**

Motion to adopt Findings of Fact and issue Order #PZ20180017 for the issuance of the Conditional Use Permit.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  \$0.00

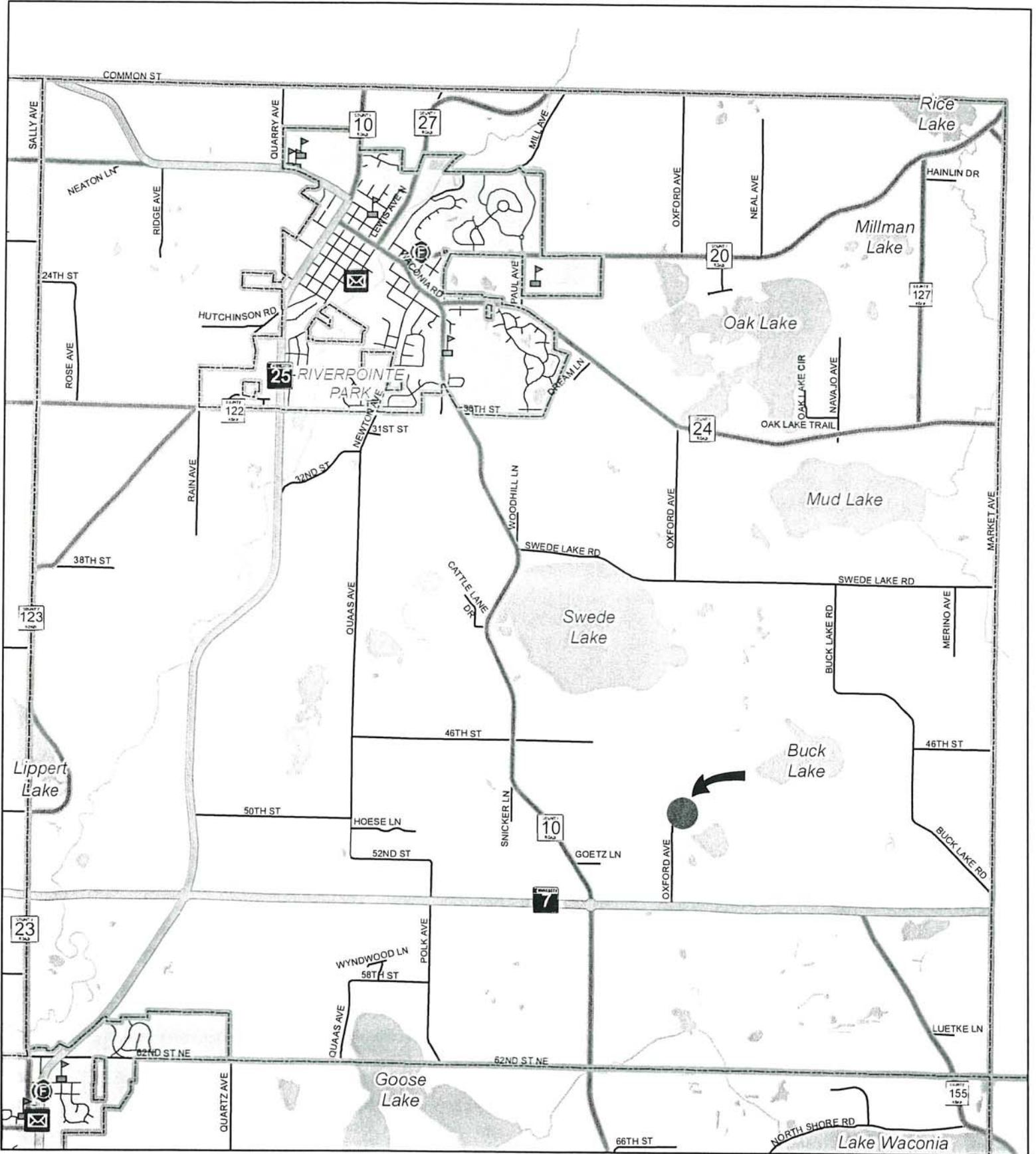
Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5750

# WATERTOWN TOWNSHIP



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



**COUNTY OF CARVER**  
***PLANNING COMMISSION RESOLUTION***

**FILE #: PZ20180017**

**RESOLUTION #: 18-06**

**WHEREAS**, the following application for a Conditional Use Permit has been submitted and accepted:

**FILE #:** PZ20180017

**OWNER/APPLICANT:** Jeffrey & Rachel Swanson

**SITE ADDRESS:** 4925 Oxford Ave, Watertown, MN 55388

**PERMIT TYPE:** Equestrian Facility

**PURSUANT TO:** County Code, Chapter 152, Section 152.079 C(5)

**LEGAL DESCRIPTION:** See attached Exhibit "A"

**PARCEL #:** 10-026-0900

**WHEREAS**, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of September 18, 2018; and,

**WHEREAS**, the Carver County Planning Commission finds as follows:

1. Jeffrey and Rachel Swanson own an approximate 166.65-acre parcel located in the N ½ of Section 26, Watertown Township. The parcel is improved with a house, attached garage and multiple out buildings. The property is in the Agricultural Zoning District, Shoreland Overlay District of DNR protected waters, and the CCWMO (Crow River watershed).
2. The property owners are requesting a Conditional Use Permit (CUP) to construct a personal indoor equestrian riding arena with a barn and stable pursuant to Section 152.079 C5 of the Carver County Zoning Code.
3. The applicants are requesting to construct an approximate 118' x 226' indoor riding arena, stable, and barn to the northwest of the house as noted on their site plan and operational plan (dated: August 23, 2018). The north side of the structure would include an approximate 18- foot overhang, the stable (12 stalls) would be attached on the west end, and the riding arena would be located to the east. The applicants plan to house their three (3) horses, one (1) pony, and four (4) beef steers. An approximate 100'x100' gravel parking area to the north of the structure would accommodate farm equipment, and truck turn around. The applicants have indicated the facility would be utilized only for personal use and would not be open to the public or associated with events/shows at the facility.
4. The applicants have proposed to remove the hay barn located to the northwest of the house in order to shift the proposed arena further from the protected wetland to the north. The proposed building location does not meet the required setback from a DNR protected lake, therefore, the applicants will be requesting a variance for a reduced setback of 75 feet from the DNR protected water 10-99P. A minimum setback from a Natural Environment lake is 150 feet. If a variance request is not approved by the Board of Adjustment, the structure would be required to meet all setbacks.
5. DNR Hydrologist, Jennie Skancke, has reviewed and had no comment on the Equestrian Facility request.
6. Due to the location of the proposed structure and the sensitive areas (lake and wetland), an erosion and sediment control permit would be required prior to any grading activities.
7. A new septic system was installed in 2014 as a requirement of the property transfer; sale of the property to the Swanson's. The Certificate of Compliance (COC) for the existing septic system is good through October 21, 2019. The site plan indicates the proposed structure to be located approximately 40 feet from the soil treatment area. Precautionary measures should be taken to ensure during construction that the area is not disturbed. No alternate septic site location has been identified on the property.

8. The applicants would comply with all requirements of the road authority (Watertown Township).
9. The Watertown Town Board reviewed the request during their September 4, 2018, Town Board meeting and recommended approval.

**THEREFORE, BE IT RESOLVED,** THAT The Carver County Planning Commission hereby recommends the issuance of Conditional Use Permit #PZ20180017, for an Equestrian Facility on the land described in Exhibit "A" of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

1. The permit is subject to administrative review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners/operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible.
2. The equestrian facility shall be operated in accordance with the operational plan dated August 23, 3018. These plans shall be attached to and become a part of this permit. No public or commercial activities shall be permitted on the site.
3. The permittee must comply with all Carver County Shoreland Regulations and/or Feedlot Ordinance requirements, limiting less than ten (10) animal units due to the Shoreland Overlay District (protected waters). A manure management plan must be submitted by the applicant and must be approved by the Environmental Services Department prior to the issuance of a building permit for any structures permitted by this CUP.
4. The Permittee shall obtain all necessary building and septic permits required. All structures shall meet the applicable State Building Code requirements.
5. The permit is subject to any/all Township (or appropriate road authority) standards including but not limited to, dust coating and horse riding prohibited on gravel roads.
6. The Permittee shall comply with the County standards as detailed in Chapter 54 – Feedlot Management requirements and/or appropriate permit(s) required by the Environmental Service Department.

**ADOPTED** by the Carver County Planning Commission this 18<sup>th</sup> day of September, 2018.

DocuSigned by:  
  
C49E5600A5C3414...  
Jim Burns 10/15/2018 | 8:57:44 AM CDT  
Planning Commission Chair

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Additional 2.0 FTE Highway Maintenance Operators**

Primary Originating Division/Dept: <input type="text" value="Public Works - Operations"/>	Meeting Date: <input type="text" value="10/30/2018"/>
Contact: <input type="text" value="Mike Legg"/> Title: <input type="text" value="Operations 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 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:**

Public Works has requested two additional Highway Maintenance Operators in the County Administrator's 2019 Recommended Budget to be funded through the Public Works budget. These positions are critical for maintaining the level of service by our operation in the snow and ice season. Operations currently uses FTE's from Operations and Program Delivery to staff the full-time routes and additionally uses other Operations, Program Delivery and Parks staff as back up operators while route assigned staff is unavailable to fulfill the duties. Public Works is requesting to start the hiring process prior to year end and filling these positions early January to allow for training of staff and to better serve the users of the highway system during the winter months.

The annual cost of 1.0 FTE Highway Maintenance Operator is estimated at \$80,173. CSAH funds are being used to cover the cost of these additional FTEs, no levy dollars are being requested.

**ACTION REQUESTED:**

Motion to approve 2.0 FTE additional Highway Maintenance Operators.

<b>FISCAL IMPACT:</b> <input type="text" value="Other"/> <p><i>If "Other", specify:</i> <input type="text" value="2019 Admin Rec Budget"/></p>	<b>FUNDING</b> County Dollars = <input type="text"/> CSAH Maintenance (2019) <input type="text" value="\$160,345.00"/> <b>Total</b> <input type="text" value="\$160,345.00"/>
<b>FTE IMPACT:</b> <input type="text" value="Increase budgeted staff"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

This is included in the Administrator's 2019 Recommended Budget

*Office use only:*

RBA 2018 - 5729

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Non-Bargaining Employee 2019 Benefits**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="10/30/2018"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division Dir"/>	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="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.

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 2019 monthly County contribution for single at \$700.00; employee + spouse at \$1,185.00; employee + child(ren) at \$860.00; family at \$1,460.00, and \$150.00 for waiver. This is ten dollar increase from the 2018 cafeteria contribution approach. 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.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with an HRA, in 2019 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 2018 HRA arrangement.

For full-time benefit eligible non-bargaining employees selecting the High Deductible Health Plan with Health Savings Account Health Plan option, in 2019 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 2018 HSA arrangement.

The motion requested is to approve the 2019 benefits for non-bargaining employees to participate in the benefits package with County contributions as outlined above.

**ACTION REQUESTED:**

Motion to approve the 2019 benefits for non-bargaining employees as outlined above including 2019 monthly cafeteria contribution amounts for full-time benefit eligible non-bargaining employees based on the employee's election of health insurance with \$700.00 for single, \$1,185.00 for employee + spouse, \$860.00 for employee + child(ren), \$1,460.00 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="Other"/>	FUNDING
<i>If "Other", specify:</i> <input type="text" value=""/>	County Dollars = <input type="text" value="\$4,440.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input type="text" value=""/>
	Total <input type="text" value="\$4,440.00"/>
<input type="button" value="Insert additional funding source"/>	
Related Financial/FTE Comments:	

Office use only:

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**2019 Retiree Health Insurance Contributions**

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: <u>10/30/2018</u>
Contact: <u>Kerie Anderka</u> Title: <u>Employee Relations Division ...</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <u>    </u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u>                    </u> Title: <u>                    </u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Carver County Personnel Policy and certain collective bargaining agreements require the County to contribute to County-sponsored health insurance for certain retirees. Personnel Policy further requires the Board to set the amount the County will contribute to each retiree's insurance for the coming year. In order to qualify for this benefit, retirees must have:

- been employed prior to June, 1, 2010,
- had at least 20 consecutive full-time benefit eligible years of service prior to retirement,
- attained age 60, but not yet be Medicare-eligible,
- maintained County-sponsored insurance since retirement,
- and must accept coverage offered by the provider of health insurance coverage to Carver County non-bargaining employees, and the terms of coverage being offered to non-bargaining employees.

The recommended monthly cafeteria contributions for active employees are \$700.00 for single, \$1,185.00 for employee + spouse, \$860.00 for employee + child(ren) and \$1,460.00 for family, based on employee health insurance plan election. In past years, the County Board has set the contribution for eligible retirees at an amount consistent with the cafeteria contributions. Retirees selecting family coverage would receive \$1,460.00 per month toward their insurance, employee + spouse would receive \$1,185.00, employee + children would receive \$860.00, and those electing single coverage would receive the lesser of the single premium amount or \$700.00 per month.

**ACTION REQUESTED:**

Set health insurance contributions for eligible retirees as follows: Retirees selecting family coverage would receive \$1,460.00 per month toward their insurance, employee + spouse would receive \$1,185.00, employee + children would receive \$860.00, and those electing single coverage would receive the lesser of the single premium amount or \$700.00 per month.

**FISCAL IMPACT:** Other

*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$2,628.00</b>
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<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
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<b>Total</b>	<b>\$2,628.00</b>
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**FTE IMPACT:** None

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5764

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**PEER Award Recognition**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="10/30/2018"/>
Contact: <input type="text" value="Michelle Miller"/> Title: <input type="text" value="Employee Relations Coordinato"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="Michelle Miller"/> Title: <input type="text" value="Employee Relations Coordinator"/>	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:**

The Public Employees Excellence Recognition Program (PEER) is Carver County's annual recognition program to honor hard work and exceptional contributions during the prior year of service. The PEER Program is designed to allow employees of Carver County to nominate their co-workers for an award for having shown excellence in the areas of Customer Service, Innovation, and Teamwork.

**ACTION REQUESTED:**

Recognition of PEER Award recipients in the categories of Customer Service, Innovation, and Teamwork; and also a Judge's Choice award.

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

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5769

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session for Labor Negotiation Strategy**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

All eleven Collective Bargaining Agreements (CBAs) in the County will expire on 12/31/2018. Minnesota Statutes 13D.03 subd 2 allows a public entity to enter into a closed session to plan and discuss labor negotiation strategy.  
Employee Relations requests to enter into a closed session with the Board to discuss the strategy for 2019 and forward.

**ACTION REQUESTED:**

Motion to go into closed session to discuss labor negotiation strategy.  
Upon conclusion of the closed session, a motion to return to regular session.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5770