

**BOARD OF COMMISSIONERS****COUNTY OF SCOTT****APRIL 2, 2019**

(1) The Board of Commissioners, in and for the County of Scott, Minnesota, met in the Courthouse Board Room in the City of Shakopee, Minnesota, and convened at 9:00 a.m., with the following members present: Commissioner Weckman Brekke, presiding, Commissioner Wolf, Commissioner Beard, and Commissioner Ulrich. Commissioner Beer was absent.

(2) County Staff Present:

- A. Lezlie Vermillion, County Administrator
- B. Ron Hocevar, County Attorney
- C. James Hughes, Facility Probation Officer
- D. Nicholas Borowske, Corrections Officer
- E. Mondale Law, Corrections Officer
- F. Alex Peterson, Social Work Case Manager
- G. Nick Reishus, Environmentalist
- H. Luke Hennen, County Sheriff
- I. Mandy Flum, Program Specialist
- J. Cheryl Moriarty, Social Work Supervisor
- K. Cara Madsen, Volunteer and Community Coordinator
- L. Scott Haas, Sheriff's Captain/Emergency Management Director
- M. Evan Cole, Management Analyst
- N. Jen Schwarz, Administrative Services Director
- O. Danielle Fox, Adult Services Manager
- P. Ron Holbeck, Deputy Emergency Management Director
- Q. Rhonda Laxen, Benefits and Loss Control Manager
- R. Pam Selvig, Health and Human Services Director
- S. Tracy Cervenka, Administrative Office Supervisor
- T. Danny Lenz, Chief Financial Officer/Deputy County Administrator
- U. Joe Wiita, Highway Division Program Manager
- V. Lisa Brodsky, Public Health Director
- W. Lisa Freese, Transportation Services Director
- X. Jennifer Schultz, Enterprise Risk Manager
- Y. Debra Brazil, Deputy Clerk to the Board

(3) Guests Present:

- A. G. Crawford Wiestling, All Hazards Committee
- B. Lloyd Friske, Extension Committee
- C. Curt Hennes, Prior Lake-Spring Lake Watershed District Board of Managers
- D. Ben Zweber, Community Development Agency Board
- E. Pat O'Laughlin, All Hazards Committee
- F. Kathleen Aho, Baker Tilly Municipal Advisors

(4) Amendments to the Agenda:

Chair Weckman Brekke announced the following amendments to the agenda.

- The Resolution for agenda item 8.2 has been revised to reflect the actual bond sale amount.
- An item has been added to declare a state of emergency in Scott County.

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On a motion by Commissioner Wolf, seconded by Commissioner Beard, the amended agenda was approved on a vote of four ayes with Commissioner Beer absent.

(5) Minutes:

On a motion by Commissioner Beard, seconded by Commissioner Ulrich, the Minutes of March 19, 2019 were approved on a vote of four ayes with Commissioner Beer absent.

(6) New Employee Welcome:

The following new employees introduced themselves: Facility Probation Officer James Hughes, Program Specialist Mandy Flum, Corrections Officer Nick Borowski, Corrections Officer Mondale Law, and Social Work Case Manager Alex Peterson.

(7) Consent Agenda:

A. Commissioner Wolf moved, seconded by Commissioner Ulrich to approve the Grant Application and acceptance of the Center for Disease Prevention and Control State Physical Activity and Nutrition Moving Health Equity Data to Action Grant. The motion carried on a vote of four ayes with Commissioner Beer absent.

B. Commissioner Wolf moved, seconded by Commissioner Ulrich to authorize the Grant Application to the Minnesota Department of Human Services and Receipt of Funds if Awarded for the Community Living Infrastructure Grant in the Amount of \$456,700 for July 1, 2020 to June 30, 2022. The motion carried on a vote of four ayes with Commissioner Beer absent.

C. Commissioner Wolf moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-036; Authorizing Entering Into a Software License and Maintenance Agreement With ERP Accessories, LLC dba Dashboard Gear for the Subscription for Software Licenses and Support. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

D. Commissioner Wolf moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-039; Authorizing an Amendment to an Agreement With Kimley-Horn and Associates for Design Consultant Services for the County Highway 27 Reconstruction Project in Credit River Township. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

E. Commissioner Wolf moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-041; Authorizing Entering Into a Design and Construction Cooperative Agreement With Three Rivers Park District for Trail Pavement Preventative Maintenance at Cleary Lake Regional Park. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

F. Commissioner Wolf moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-042; Authorizing Entering Into a Design and Construction Cooperative Agreement With Three Rivers Park District for Vault Latrine Construction at Cleary Lake Regional Park. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

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G. Commissioner Wolf moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-043; Authorizing the Acceptance of a Conservation Partners Legacy Grant Award and Entering Into a Grant Agreement With the Minnesota Department of Natural Resources in the Amount of \$56,000. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

H. Commissioner Wolf moved, seconded by Commissioner Ulrich to approve the reappointment of Curtis Hennes of Commissioner District 4 to the Prior Lake-Spring Lake Watershed District Board of Managers for a term effective June 12, 2019 through June 11, 2022. The motion carried on a vote of four ayes with Commissioner Beer absent.

I. Commissioner Wolf moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-038; Approving the City of Jordan Local Water Management Plan Dated February 2019. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

J. On the recommendation of the New Market Town Board and the Planning Advisory Commission, Commissioner Wolf moved, seconded by Commissioner Ulrich to approve the request for a Conditional Use Permit to operate a private farm winery (Gregory L. Peterson, applicant and owner) in Section 1 of New Market Township. This action is in accordance with Chapters 2, 16, and 42 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried on a vote of four ayes with Commissioner Beer absent.

K. Commissioner Wolf moved, seconded by Commissioner Ulrich to authorize staff to issue a Concrete and Asphalt Storage and Recycling Facility Solid Waste License to Valley Paving, Inc. at 9998 County Road 66, Belle Plaine, MN 56011 in Belle Plaine Township. The motion carried on a vote of four ayes with Commissioner Beer absent.

L. Commissioner Wolf moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-037; Adopting the Workplace Health and Safety Policy; and Rescinding Resolution Nos. 79093, 86092, 87086, 90006, 93088, 2003-024, and 2004-022 Which Constitute Former Safety Policies and Guidelines Being Replaced. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

M. On the recommendation of the County Administrator, Commissioner Wolf moved, seconded by Commissioner Ulrich to approve the payroll processing of personnel actions indicated below and certified by the Employee Relations Director and the Appointing Authority to be in compliance with provisions of Minnesota Statutes 375.56 - 375.71 and the Scott County Merit Personnel System:

1. Separation of employment for Patrick Russell, FT Eligibility Specialist, Health and Human Services Division, effective 04/03/19.
2. Separation of employment for Benjamin Burch, FT 911 Dispatcher, Sheriff's Office, effective 03/26/19.
3. Separation of employment for Robyn Anderson, Intermittent (34% FTE) Librarian-Unclassified, Administration Division, effective 04/20/19.
4. Separation of employment for Julianna Miller, Intermittent (34% FTE) Library Aide-Unclassified, Administration Division, effective 02/27/19.
5. FT Probationary employment for Betsy Rutt, Registered Nurse, Health and Human Services Division, effective 03/25/19.

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6. FT Probationary employment for James Hughes, Corrections Officer, Sheriff's Office, effective 04/01/19.
7. Intermittent employment for Patrick Schlueter, Facility Probation Officer-Unclassified, Health and Human Services Division, effective 03/25/19.
8. Intermittent employment for Yolanda Rico Garcia, Intermittent (34% FTE) Library Aide-Unclassified, Administration Division, effective 04/04/19.
9. Intermittent employment for Nancy Sjoberg, Intermittent (34% FTE) Office Assistant-Unclassified, Office of Management & Budget, effective 03/25/19.
10. Reclassification for Mary Freyberg, FT Librarian-Subject Specialist to FT Law Librarian, Administration Division, effective 03/11/19.

The motion carried on a vote of four ayes with Commissioner Beer absent.

- (8) Partnership: Aligning Existing Resources, Volunteers and Programs to Achieve Shared Goals:

A. Chair Weckman Brekke recognized the following former advisory committee members for their service to Scott County.

**All Hazards Committee:** Christopher Anderson, Danny Cronquist, Pat O'Laughlin, and G. Crawford Wiestling

**Community Development Agency Board of Commissioners:** Ben Zweber

**Extension Committee:** Madison Deile and Lloyd Friske

**Human Services Resource Council:** Katie Karow, Karen Mord, and Trish Timmons

**Prior Lake-Spring Lake Watershed District Board of Managers:** Woody Spitzmueller

**Scott Watershed Management Organization Planning Commission:** Patricia Mohn and Joe Thill

B. Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-035; Proclaiming April 7-13, 2019 as Volunteer Recognition Week. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

- (9) Stewardship: Ensuring the Responsible and Stable Investment of Taxpayer Dollars and Communicating its Value to the Public:

A. Health and Human Services Director Pam Selvig presented the 2017 Minnesota County Human Service Cost Report (Report) which is published by the Minnesota Department of Human Services (DHS). The purpose of the Report is to provide a fair representation of the costs and revenue sources involved in providing human service programs administered by the counties and supervised by DHS. The Report compares Scott County's per capita total cost and County per capita costs to other Counties within Minnesota. In 2017 Scott County Health and Human Services had the third lowest overall per capita cost among the 87 Counties at \$1,497 and the lowest per capita County portion at \$58.

Relative to programs covered in the Report, Commissioner Ulrich requested a presentation be given at a County Board meeting regarding the foster care program.

Chair Weckman Brekke announced she received a letter from DHS Commissioner Tony Lourey congratulating Scott County Human Services for meeting all reporting requirements for calendar year 2018 and noting that all reports were submitted on time and in perfect order.

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B. Chief Financial Officer/Deputy County Administrator Danny Lenz presented the request to award the sale of General Obligation Capital Improvement Plan and Refunding Bonds. Mr. Lenz gave a brief overview of the projects included in the bond request. Mr. Lenz reported that Scott County has maintained its AAA bond rating from Standard and Poors. Nine bids were received with the bid from Robert W. Baird & Co., Incorporated being the lowest at 3.05% which is lower than the original recommended rate of 3.50%.

Mr. Lenz introduced Kathleen Aho of Baker Tilly Municipal Advisors. Ms. Aho explained how a bond rating is determined and how a AAA bond rating translates to interest cost savings. Ms. Aho further explained that due to savings, the issue size of the bond has decreased from \$78,660,000 to \$77,430,000.

Commissioner Wolf moved, seconded by Commissioner Beard to adopt Resolution No. 2019-045; Awarding the Sale of General Obligation Capital Improvement Plan and Refunding Bonds, Series 2019A, in the Original Aggregate Principal Amount of \$78,660,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; Providing for Their Payment; and Providing for the Redemption of Bonds Refunded Thereby.

Commissioner Wolf amended his motion, seconded by Commissioner Beard to revise the Original Aggregate Principal Amount to \$77,430,000. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

C. Highway Division Program Manager Joe Wiita requested authorization to award contracts for site demolition and preparation, earthwork and excavation, and improvements to surrounding parking lots for the Government Center Campus Project. Mr. Wiita also requested the rejection of the fire suppression and electrical work scopes as no bids were received for fire suppression and the electrical bids received were incomplete.

Mr. Wiita confirmed the lowest responsible bid came in over budget but feels the remaining bid packages will be able to make up the overage.

Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-046; Authorizing Government Center II Bid Package No. 1 Contract Awards, and the Rejection of the Fire Suppression and Electrical Work Scopes for the Government Center Campus Project. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

D. Sheriff's Captain/Emergency Management Director Scott Haas requested the Board to declare a state of emergency in Scott County due to flooding of creeks, rivers, lakes, and land in Scott County. Captain Haas explained the State threshold for damages and emergency costs to declare a state of emergency is \$245,000 and currently Scott County has estimated damages and emergency costs of \$620,000.

Commissioner Wolf moved, seconded by Commissioner Beard to adopt Resolution No. 2019-047; Declaring a State of Emergency in Scott County Due to Flood of Creeks, Rivers, Lakes, and Land in Scott County. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried on a vote of four ayes with Commissioner Beer absent.

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(10) Committee Reports and Commissioner Updates:

- A. The Commissioners all attended the workshop and tour with the Metropolitan Council Chair and staff on March 19.
- B. Commissioner Ulrich attended the intensive residential treatment services (IRTS) facility neighborhood open house in Savage on March 20.
- C. Commissioner Ulrich attended the Scott County-Three Rivers Parks Partnership Policy Committee meeting on March 21.
- D. Commissioner Ulrich led church services at the Scott County Jail on March 24.
- E. Commissioner Ulrich attended the Live, Learn, Earn Steering Committee meeting on March 26.
- F. Commissioner Ulrich attended the Families and Individuals Sharing Hope (FISH) Outreach Partner Relations Committee meeting on March 26.
- G. Commissioner Ulrich attended the FISH Board meeting on March 28.
- H. Commissioners Ulrich, Beard, Wolf, and Weckman Brekke attended the advisory committee joint meeting on March 28.
- I. Commissioner Beard attended a reception for cooperatives on March 19.
- J. Commissioners Beard and Wolf attended a reception for the retiring Scott County Historical Society Executive Director on March 21.
- K. Commissioner Beard met with a Shakopee City Councilor on March 22.
- L. Commissioner Beard attended the Minnesota Transportation Alliance meeting on March 25.
- M. Commissioner Beard attended the ribbon cutting for a new business in Shakopee on March 28.
- N. Commissioner Beard met with County Administrator Lezlie Vermillion on March 29.
- O. Commissioner Wolf and Ms. Vermillion met with the Elko New Market Mayor and Economic Development Advisor on March 19.
- P. Commissioner Wolf attended the Scott County Employee Insurance Committee meeting on March 20.
- Q. Commissioner Wolf attended the defensive driving class on March 20.
- R. Commissioners Wolf and Weckman Brekke attended the Township Association meeting on March 20.
- S. Commissioner Wolf and Ms. Vermillion met with the Credit River Town Board Chair on March 22.
- T. Commissioner Wolf met with Ms. Vermillion on March 25.
- U. Commissioner Wolf attended the Scott County Watershed Management Organization Planning Commission meeting on March 25.
- V. Commissioner Wolf met with the Elko New Market Mayor on March 26.
- W. Commissioner Wolf attended the Metropolitan Mosquito Control District meetings on March 27 and March 29.
- X. Commissioner Wolf attended the Vermillion River Watershed Joint Powers Board meeting on March 28.
- Y. Commissioner Wolf attended the Prior Lake City Council workshop on April 1.
- Z. Commissioner Wolf attended the Cedar Lake Town Board meeting on April 1.
- AA. Commissioner Weckman Brekke attended the Scott County Extension Committee meeting on March 20.
- AB. Commissioner Weckman Brekke attended the Metropolitan Library Service Agency meeting on March 21.
- AC. Commissioner Weckman Brekke and Ms. Vermillion met with the Shakopee Mdewakanton Sioux Community Chair and Tribal Administrator on March 25.
- AD. Commissioner Weckman Brekke conducted the Chair/Vice Chair planning meeting March 26.

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AE. Commissioner Weckman Brekke attended the County/Court Communication and Policy Committee meeting on March 27.

AF. Commissioner Weckman Brekke participated in the New Employee Welcome on April 2.

AG. Commissioner Weckman Brekke acknowledged a letter received from the Scott County Fair thanking the County for funding received.

(11) County Administrator Update:

- Future Leaders of Scott County will be held on Friday, April 26.
- The April 30 County Board strategic plan and 5 year model work session will be held at the Belle Plaine City Hall 8:00 a.m. – 2:30 p.m.
- A communication plan is being developed to inform the public regarding parking at the Government Center during construction.

On a motion by Commissioner Wolf, seconded by Commissioner Beard, the meeting adjourned at 10:39 a.m.

Barb Weckman Brekke  
Chair

Lezlie A. Vermillion  
County Administrator  
Clerk of the Board

Debra K. Brazil  
Deputy Clerk to the Board