

BOARD OF COMMISSIONERS

COUNTY OF SCOTT

JUNE 4, 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, Commissioner Beer and Commissioner Ulrich.

(2) County Staff Present:

- A. Lezlie Vermillion, County Administrator
- B. Ron Hocevar, County Attorney
- C. Jake Grussing, Library Director
- D. Megan Tasca, Professional Engineer
- E. Danny Lenz, Chief Financial Officer/Deputy County Administrator
- F. Noreen Kleinfehn-Wald, Public Health Supervisor
- G. Barb Dahl, Social Services Director
- H. Pam Selvig, Health and Human Services Director
- I. Cindy Geis, Community Services Director
- J. Marty Schmitz, Zoning Administrator
- K. Kate Sedlacek, Environmental Health and Waste Program Manager
- L. Greg Wagner, Principal Planner
- M. Brad Davis, Planning and Resource Management Director
- N. Chris Harder, Quality Improvement Manager
- O. Alan Herrmann, Transit Supervisor
- P. Maria Samuelson, Transit Scheduler
- Q. Mary Keen, Business Information/System Specialist
- R. Lisa Freese, Transportation Services Director
- S. Troy Beam, Transit and Fleet Manager
- T. Himani Joshi, Student Intern
- U. Amy Melby, Travel Trainer
- V. Megan Beauvais, Child Protection Worker
- W. Maria Heller, Contract Management Coordinator
- X. Jennifer Schultz, Enterprise Risk Manager
- Y. Jenn Beuch-Bohlsen, Procurement Specialist
- Z. Debra Brazil, Deputy Clerk to the Board

(3) Guests Present:

- A. Lloyd Erbaugh, Scott County Mental Health Local Advisory Council
- B. Ken Duray, New Market Township
- C. Teddy Bagley, New Market Township
- D. Amanda Novak, Young Men's Christian Association (YMCA)
- E. Scott Schneider, Scott Soil and Water Conservation District (SWCD)
- F. Troy Kuphal, Scott SWCD
- G. Greg Hawks, YMCA
- H. Doug Quast, New Market Town Board Chair
- I. Doug DuSold, New Market Town Board Vice Chair
- J. Stephen Kavouras, New Market Township
- K. Therese Kavouras, New Market Township
- L. Mike Manning, New Market Township

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- M. Jason Hill, New Market Township Attorney
- N. Paul Hajduk, Minnesota Counties Intergovernmental Trust

- (4) Media Present:
 - A. Meg Britton-Mehlisch, Southwest New Media

- (5) Amendments to the Agenda

Chair Weckman Brekke announced the agenda item to approve payroll processing of personnel actions has been amended to add a volunteer.

On a motion by Commissioner Wolf, seconded by Commissioner Beard, the amended agenda was approved.

- (6) Minutes:

On a motion by Commissioner Wolf, seconded by Commissioner Beer, the Minutes of May 21, 2019 were approved on a vote of four ayes with Commissioner Ulrich abstaining.

- (7) Consent Agenda:

A. On the recommendation of the Louisville Town Board and the Planning Advisory Commission, Commissioner Beard moved, seconded by Commissioner Ulrich to approve the preliminary and final plat of Doucette 2nd Addition consisting of one lot on 11.5 acres, Paul and Cheryl Doucette, applicants and property owners, in Section 28 of Louisville Township. This action is in accordance with Chapters 2 and 60 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously.

B. On the recommendation of the Louisville Town Board and the Planning Advisory Commission, Commissioner Beer moved, seconded by Commissioner Ulrich to approve an Amendment to Conditional Use Permit #PL2019-00 to expand the permit area and construct a building for indoor storage rental, Paul and Cheryl Doucette, applicants and property owners, in Section 28 of Louisville Township. This action is in accordance with Chapters 2 and 60 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously.

C. On the recommendation of the Cedar Lake Town Board and the Planning Advisory Commission, Commissioner Beard moved, seconded by Commissioner Ulrich to approve the request for an Interim Use Permit, Adam and Crystal Boettcher, applicants and owners, to add a detached accessory dwelling unit at 27290 Vergus Avenue, Cedar Lake Township. This action is in accordance with Chapters 2, 7, and 40 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously.

D. Commissioner Beard moved, seconded by Commissioner Ulrich to approve Grant Agreement Amendment No. 1 and receive funding from the Minnesota Department of Health for the 2019 – 2020 Public Health Emergency Preparedness and Cities Readiness Initiative Grants in the amount of \$102,689. The motion carried unanimously.

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E. Commissioner Beard moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-084; Authorizing Final Payment to S.M. Hentges & Sons, Inc. for the Construction of Paved Crossovers on Trunk Highway 169. 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 unanimously.

F. Commissioner Beard moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-086; Awarding a Contract to Valley Paving, Inc. for the Construction of Bypass and Turn Lanes at Various Intersections Along County Highways 8 and 27. 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 unanimously.

G. Commissioner Beard moved, seconded by Commissioner Ulrich to approve the appointment of Joseph Thill to the Special Board of Appeal and Equalization. The motion carried unanimously.

H. Commissioner Beard moved, seconded by Commissioner Ulrich to authorize Scott County to enter into Agreements with Jaguar Communications and Netwave Broadband for the United States Department of Agriculture's ReConnect Program to provide internet broadband services to rural areas of Scott County. The motion carried unanimously.

I. Commissioner Beard moved, seconded by Commissioner Ulrich to adopt Resolution No. 2019-087; Authorizing a Letter of Support for Dakota County's Capital Bonding Request to Minnesota Management and Budget for a Regional Household Hazardous Waste Collection and Recycling Facility. 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 unanimously.

J. On the recommendation of the County Administrator, Commissioner Beard 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 Aileen Mensching, FT Property & Customer Service Specialist, Community Services Division, effective 05/31/19.
2. Separation of employment for Ashley Storm, FT Nursing Team Leader, Sheriff's Office, effective 05/31/19.
3. Separation of employment for Heather Allen, FT Child Support Officer, Health and Human Services Division, effective 05/31/19.
4. Separation of employment for Luke Hessing, FT Maintenance Worker II, Planning & Resource Management Division, effective 05/24/19.
5. Separation of employment for Samira Melatyar, FT Probationary Child Protection Worker, Health and Human Services Division, effective 05/28/19.
6. Separation of employment for Benjamin Siegle, Intermittent (34% FTE) Fleet Assistant-Unclassified, Transportation Services Division, effective 03/14/19.
7. FT Probationary employment for Andrew Paul, Environmentalist II, Planning & Resource Management Division, effective 06/04/19.
8. FT Probationary employment for Tigra Comodore, Corrections Officer, Sheriff's Office, effective 06/10/19.
9. FT Probationary employment for Molly Moore-Dutkowski, Eligibility Specialist, Health and Human Services Division, effective 06/03/19.
10. Intermittent (34% FTE) employment for Luna Zauhar, Library Aide-Unclassified, Administration Division, effective 05/30/19.
11. FT Temporary employment for Jacob Hennen, GIS Technician-Unclassified, Planning & Resource Management Division, effective 05/28/19.

12. Promotion for Molly Wolf, FT Eligibility Specialist to FT Probationary Eligibility Specialist-Lead, Health and Human Services Division, effective 06/03/19.
13. Reclassification for Jared Kotasek, FT Graduate Land Surveyor to FT Professional Land Surveyor, Community Services Division, effective 05/08/19.
14. Reclassification for Jason Allen, FT Systems Support Technician to FT Systems Management Specialist, Community Services Division, effective 05/13/19.
15. Amend separation of employment for Moises Delatorre, FT Librarian-Subject Specialist, Administration Division, effective 05/31/19 (previously reported as 08/02/19).
16. The recognition of the following individuals as volunteers which will enable them to be covered for liability insurance purposes in accordance with the insurance contracts currently in force with Scott County:

Add	
Christine Kirchoff	Brandy Soukkala
Ashley Mellgren	Sarah Gavert
Brookelyn Skluzacek	Phyllis Stokke
LeighAnn Singleton	

Motion carried unanimously.

(8) Customer Service: Creating a Customer Experience That is Respectful, Responsive and Solution-Oriented:

A. Principal Planner Greg Wagner announced 2019 First Quarter Spirit of Scott Awards have been presented to Travel Trainer Amy Melby, Transit Scheduler Maria Samuelson, Transit and Fleet Manager Troy Beam, and Child Protection Worker Megan Beauvais for going above and beyond in the area of excellence in customer service.

B. Environmental Health and Waste Program Manager Kate Sedlacek presented the request to declare no need for an Environmental Assessment Worksheet (EAW) and deny the petition on the Young Men's Christian Association (YMCA) of the Greater Twin Cities private day park project site. Ms. Sedlacek reported on May 20, 2019 the County received notice from the Minnesota Environmental Quality Board (EQB) that a citizen petition for an EAW for the YMCA Camp and Zane Avenue was filed and the County was put on notice that a final decision on the YMCA's land use permit for a day camp could not occur until an EAW determination was made. On May 22, 2019, the County was notified that the citizen petition was complete and the determination for a need for an EAW was referred to Scott County as the regulatory governmental unit.

County staff reviewed the citizen petition and determined that the petition evidence fails to demonstrate that the project may have potential for significant environmental effect. Ms. Sedlacek explained the Minnesota Administrative Rules and the process to determine whether a mandatory EAW or an Environmental Impact Statement is required. A summary of the record of decision on the need for an EAW prepared by County staff was given.

Commissioner Ulrich moved, seconded by Commissioner Beard to adopt Resolution No. 2019-081; Declaring No Need for an Environmental Assessment Worksheet and Denying the Petition on the Young Men's Christian Association (YMCA) of the Greater Twin Cities Private Day Park Project Site. 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 unanimously.

C. Principal Planner Greg Wagner presented the request to approve a Conditional Use Permit (CUP) for the Young Men's Christian Association (YMCA) of the Greater Twin Cities to operate a private day park in New Market Township and approve the Three-Way Development

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Agreement for the YMCA project. Mr. Wagner gave an overview of the project, history of the application and public engagement opportunities.

YMCA Senior Director of New Development Amanda Novak provided information regarding the proposed day park and its operations. Noting that the proposed day park site is larger than the current site, she stated the YMCA is troubled by the restriction on the number of daily camp participants.

County staff and YMCA staff addressed concerns raised by New Market Town Board Chair Doug Quast, New Market Town Board Vice Chair Doug DeSold, and New Market Township residents Ken Duray, Teddy Bagley, and Mike Manning regarding traffic, road maintenance, road easement, access to the site, enforcement of CUP conditions, septic size, drainage issues, and disruption of the quiet rural setting.

Therese Kavouras, site property owner, spoke in support of the project and the potential benefits to the area.

Mr. Wagner explained the process if, in the future, the YMCA would like to increase the participant capacity.

In response to Commissioners' questions, County Attorney Ron Hocesvar stated there is no legal reason to deny the CUP request.

On the recommendation of the Planning Advisory Commission, Commissioner Beard moved, seconded by Commissioner Ulrich to approve a Conditional Use Permit for the Young Men's Christian Association (YMCA) of the Greater Twin Cities to operate a private day park (YMCA of the Greater Twin Cities, applicant, Stephen Kavouras, owner) in Section 9 of New Market Township, and approve the Three-Way Development Agreement for the YMCA project. This action is in accordance with Chapters 2, 16, and 40 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously.

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

Shakopee Academies Intern Himani Joshi reported on Scott County's Community Indicator - Percent of Students Connected to a Caring Adult in the Community.

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

A. Minnesota Counties Intergovernmental Trust (MCIT) Account Executive Paul Hajduk presented the 2019 Member Report for Scott County. Mr. Hajduk provided a summary of the history of MCIT, benefits of membership, rates, dividends, Scott County's claims history, and training available through MCIT.

Commissioner Beard left the meeting at 11:10 a.m. and returned at 11:16 a.m.

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B. Quality Improvement Manager Chris Harder presented the 2018 Scott County Annual Performance Report which reports the County's progress on the Standard Measures Program developed by the Council on Local Results and Innovation. Scott County has participated in the Program since 2011 and receives \$0.14 per capita, or approximately \$19,000 in local government aid. These funds have been used to create Scott County's own performance management program called Delivering What Matters, as well as assisted in funding the publication of the Residents' Report, the 2016 residents' survey administered by National Research Center, purchase and launch of Scott County's online public forum (Speak Up, Scott County), and covers staff training and research on performance management.

Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-083; Reporting Progress on the Standard Measures Program Developed by the Council on Local Results and Innovation. 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 unanimously.

(11) Committee Reports and Commissioner Updates:

A. Commissioners Wolf and Beard attended the Metropolitan Mosquito Control District meeting on May 22.

B. Commissioner Wolf attended the Vermillion River Watershed Joint Powers Board meeting on May 23.

C. The Commissioners all attended the flag raising ceremony at the Scott County Government Center on May 28.

D. Commissioners Wolf and Ulrich attended the Families and Individuals Sharing Hope (FISH) meeting on May 28.

E. Commissioner Wolf attended the Association of Minnesota Counties meeting on June 3.

F. Commissioner Wolf attended the Prior Lake City Council meeting on June 3.

G. Commissioner Wolf attended the Credit River Town Board meeting on June 3.

H. Commissioner Wolf attended the Cedar Lake Town Board meeting on June 3.

I. Commissioner Beer attended the FISH Board meeting on May 23.

J. Commissioner Weckman Brekke and Beer conducted the Chair/Vice Chair planning meeting on May 28.

K. Commissioners Beer and Beard attended the Inter-Governmental Work Group meeting on May 28.

L. Commissioners Beer and Ulrich attended the Scott County-Three Rivers Parks Partnership Policy Committee meeting on June 30.

M. Commissioner Beer attended the Unsheltered Homelessness Leaders meeting on June 3.

N. Commissioners Beard and Ulrich attended the Association of Minnesota Counties District X meeting on May 22.

O. Commissioner Beard met with County Administrator Lezlie Vermillion on May 23.

P. Commissioner Weckman Brekke attended the Scott County Mental Health Local Advisory Council meeting on May 28.

Q. Commissioner Weckman Brekke attended retirement recognition event on May 29 for Scott County employee Mary Schoenbauer.

R. Commissioner Weckman Brekke met with the Scott County Library Director on May 30.

(12) County Administrator Update:

- The County Board will meet in a workshop setting following the County Board meeting to receive an update on the Scott County Parks program.
- Groundbreaking for the new Scott County Government Building is Wednesday, June 5 at 3:00 p.m.

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- The Scott County Board of Commissioners and Parks Advisory Commission will have a joint parks tour and workshop on Wednesday, June 5.
- The Scott County Board of Commissioners and Belle Plaine City Council will have a joint tour and workshop on Thursday, June 6.
- The Spirit of Scott luncheon is Wednesday, June 12, 11:00 a.m.-1:00 p.m.
- The volunteer recognition picnic is Tuesday, June 18, 4:00 p.m.-7:00 p.m. at the Scott County Fairgrounds.

On a motion by Commissioner Wolf, seconded by Commissioner Beer, the meeting adjourned at 11:41 a.m.

Barb Weckman Brekke
Chair

Lezlie A. Vermillion
County Administrator
Clerk of the Board

Debra K. Brazil
Deputy Clerk to the Board