AGENDA
SCOTT COUNTY
BOARD OF COMMISSIONERS
SHAKOPEE, MINNESOTA
APRIL 2, 2019

9:00 a.m.

(1) CONVENE COUNTY BOARD

(2) AMENDMENTS TO THE AGENDA

(3) APPROVE MINUTES OF MARCH 19, 2019 COUNTY BOARD MEETING

(4) RECOGNITION OF INTERESTED CITIZENS
   Limited to items not on the agenda, and five minutes per person/subject. Speakers are asked to approach the microphone for the benefit of viewers and interested citizens.

(5) NEW EMPLOYEE WELCOME

(6) CONSENT AGENDA

Stewardship: Ensuring the Responsible and Stable Investment of Taxpayer Dollars and Communicating Its Value to the Public

6.1 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 (No fiscal impact)

6.2 Authorize the Grant Application to the Minnesota Department of Human Services for Community Living Infrastructure Grant Funding in the Amount of $456,700 for July 1, 2020 to June 30, 2022 (No fiscal impact)

6.3 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 (No fiscal impact)

6.4 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 (No fiscal impact)

6.5 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 (No fiscal impact)

6.6 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 (No fiscal impact)

6.7 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 (No fiscal impact)

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

6.8 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 (No fiscal impact)

6.9 Adopt Resolution No. 2019-038; Approving the City of Jordan Local Water Management Plan Dated February 2019 (No fiscal impact)
6.10 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 *(No fiscal impact)*

6.11 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 *(No fiscal impact)*

**Commitment: Creating a High Quality Workforce That is Dedicated to Advancing a Safe, Healthy and Livable Community**


6.13 Approve Payroll Processing of Personnel Actions *(No fiscal impact)*

**PARTNERSHIP: ALIGNING EXISTING RESOURCES, VOLUNTEERS AND PROGRAMS TO ACHIEVE SHARED GOALS**

7.1 Presentation of Certificates of Appreciation to Former Members of Citizen Advisory Committees *(No fiscal impact)*

7.2 Adopt Resolution No. 2019-035; Proclaiming April 7 – 13, 2019 as Volunteer Recognition Week *(No fiscal impact)*

**STEWARDSHIP: ENSURING THE RESPONSIBLE AND STABLE INVESTMENT OF TAXPAYER DOLLARS AND COMMUNICATING ITS VALUE TO THE PUBLIC**

8.1 Receive an Information Presentation on the 2017 Minnesota County Human Service Cost Report *(No fiscal impact)*

8.2 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 *(No fiscal impact)*

8.3 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 *(No fiscal impact)*

**COMMITTEE REPORTS AND COMMISSIONER UPDATES**

**COUNTY ADMINISTRATOR UPDATE**

**RECESS FOR ATTORNEY/CLIENT MEETING**

**ADJOURN**

**UPCOMING MEETINGS**

<table>
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<tr>
<th>Date</th>
<th>Time</th>
<th>Event Description</th>
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<tr>
<td>April 16, 2019</td>
<td>9:00 a.m.</td>
<td>County Board Meeting</td>
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<tr>
<td>April 30, 2019</td>
<td>8:00 a.m.</td>
<td>County Board Strategic Plan &amp; 5 Year Model Work Session</td>
<td>Belle Plaine City Hall</td>
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Lezlie A. Vermillion  
County Administrator  
(952) 496-8100
(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 9:03 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. Ron Holbeck, Deputy Emergency Management Director
   D. Scott Haas, Sheriff’s Captain/Emergency Management Director
   E. Adam Pirri, Chief Deputy Sheriff
   F. Laura Perkins, Registered Nurse
   G. Ashley Storm, Nursing Team Leader
   H. Doug Schnurr, Sheriff’s Captain
   I. Sarah Deppe, Communications and Officer Coordinator
   J. Jeff Peichel, Chief Information Officer
   K. Danny Lenz, Deputy County Administrator
   L. Cara Madsen, Volunteer and Community Coordinator
   M. Brad Davis, Planning and Resource Management Director
   N. Pam Selvig, Health and Human Services Director
   O. Luke Hennen, Sheriff
   P. Lisa Brodsky, Public Health Director
   Q. Joe Wiita, Highway Division Program Manager
   R. Lisa Freese, Transportation Services Director
   S. Lori Huss, Employee Relations Director
   T. Tony Winiecki, County Engineer
   U. Paul Nelson, Natural Resource and Environmental Service Manager
   V. Debra Brazil, Deputy Clerk to the Board

(3) Guests Present:
   A. Lloyd Erbaugh, Mental Health Local Advisory Council
   B. Kirt Briggs, Prior Lake Mayor

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

(5) Minutes:

On a motion by Commissioner Wolf, seconded by Commissioner Beard, the Minutes of March 5, 2019 were approved on a vote of four ayes with Commissioner Weckman Brekke abstaining.
A. On the recommendation of the Spring Lake Town Board and the Planning Advisory Commission, Commissioner Ulrich moved, seconded by Commissioner Wolf to approve rezoning of 37.5 acres from RR-1, Rural Residential Reserve District, to RR-2, Rural Residential Single Family District, Preliminary Plat and Final Plat of Sunrise Ridge, Gerald Shimek, Route 1 Properties, and Matt Reiland Builders, applicants and property owners, consisting of seven lots on 37.5 acres, and vacate portion of a Conservation Easement in Section 25, Spring Lake Township. This action is in accordance Chapters 6, 42, and 70 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously.

B. Commissioner Ulrich moved, seconded by Commissioner Wolf to approve the Renewal Application for a 3.2 Beer License for 2019 for Andrew Huss dba St. Benedict Baseball Association located in Helena Township. The motion carried unanimously.

C. Commissioner Ulrich moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-033; Revoking County State Aid Highway Status on County State Aid Highway 37 From County State Aid Highway 15 to Trunk Highway 21 in the City of New Prague. 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.

D. Commissioner Ulrich moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-034; Entering Into a Turnback and Cooperative Construction Agreement for County State Aid Highway/County Road 37 From Trunk Highway 19 to Trunk Highway 21 Within the City of New Prague and Authorizing the Execution of a Quit Claim Deed Conveying County Highway 37 to the City of New Prague. 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.

E. Commissioner Ulrich moved, seconded by Commissioner Wolf to approve the record of disbursements and approve the claims made to Scott County from February 1, 2019 through February 28, 2019 in the total of $9,611,734.28. The motion carried unanimously.

F. Commissioner Ulrich moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-029; Approving an Agreement With Dakota County for Hosting Services of the PH-DOC Software and Ratifying the PH-DOC Maintenance and Support Agreement With Minnesota Counties Computer Cooperative. 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 Ulrich moved, seconded by Commissioner Wolf to approve the hiring of an additional Jail Nurse. The motion carried unanimously.

H. On the recommendation of the County Administrator, Commissioner Ulrich moved, seconded by Commissioner Wolf 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 Jason Eckerman, FT Psychologist I, Health and Human Services Division, effective 03/29/19.
2. Separation of employment for Taylor Wiechert, Intermittent (34% FTE) Facility Probation Officer-Unclassified, Health and Human Services Division, effective 03/14/19.
3. Separation of employment for Mary Houn, Intermittent (34% FTE) Office Assistant-Unclassified, Office of Management & Budget, effective 03/01/19.
4. FT Probationary employment for Mondale Law, Corrections Officer, Sheriff’s Office, effective 03/04/19.
5. FT Probationary employment for Amanda Flum, Program Specialist, Transportation Services Division, effective 03/05/19.
6. FT Probationary employment for Nicholas Borowske, Corrections Officer, Sheriff’s Office, effective 03/13/19.
7. FT Probationary employment for Haley Miskowiec, Community Health Specialist, Health and Human Services Division, effective 04/01/19.

8. FT Temporary employment for Kassidy Barth, Office Assistant-Unclassified, Community Services Division, effective 03/04/19.

9. Promotion for Mary Kay Stevens, FT Maternal Child Health Program Coordinator to FT Probationary Public Health Supervisor, Health and Human Services Division, effective 03/18/19.

Motion carried unanimously.

(7) Leadership: Anticipating Changes and Managing Challenges Based on Reliable Information and Citizen Input:

Emergency Management Director/Sheriff’s Captain Scott Haas provided an update on the spring flooding risk and mitigation actions occurring in Scott County. Historical data, current conditions, and the process for declaring a state of emergency were reviewed. Captain Haas also provided information on the current flooding situation in Jordan.

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

Natural Resource and Environmental Service Manager Paul Nelson requested approval to purchase a sand bag filling machine which would require amending the Comprehensive Water Resources Management Plan of the Scott Watershed Management Organization (WMO) and amending the Scott WMO budget. Mr. Nelson stated the Scott WMO fund balance at 2018 year end is within recommendations by the State Auditor and has capacity to dedicate funds for this purchase. Mr. Nelson and Captain Haas explained the efficiencies that can be gained from having this machine and how it would be utilized.

Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-030; Declaring Sufficient Justification for the Emergency Purchase of a Sand Bag Filling Machine; Amending the Comprehensive Water Resources Management Plan of the Scott Watershed Management Organization to Include Purchase of the Machine as a Capital Project; and Amending the Scott Watershed Management Organization Special Taxing District 2019 Budget to Include an Additional $25,000. 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 unanimously.

(9) Committee Reports and Commissioner Updates:

A. Chair Weckman Brekke requested the Commissioners submit written Committee Reports and Commissioner Updates.

B. Commissioner Beard reported the Association of Minnesota Counties is asking the Counties to adopt a resolution supporting a $1 billion increase in the state aid for county road funding. Commissioner Beard stated there appears to be confusion on the numbers.

C. Commissioners Ulrich and Beard attended the Scott County Transportation Committee meeting on March 7.

D. Commissioner Ulrich attended the Families and Individuals Sharing Hope (FISH) Executive Committee meeting on March 7.

E. Commissioners Ulrich, Beer, Weckman Brekke, and Beard attended the Scott County Association for Leadership and Efficiency (SCALE) meeting on March 8.

F. Commissioner Ulrich attended the SCALE Joint Regional Training Facility Board meeting on March 8.

G. Commissioner Ulrich attended the All Hazards Committee meeting on March 11.

H. Commissioner Ulrich attended a Three Rivers Policy Committee preparation meeting on March 12.

I. Commissioner Ulrich attended the Community Development Agency Board meeting on March 12.

J. Commissioners Ulrich and Beard attended the Minnesota Inter-Counties Association meeting on March 13.

K. Commissioners Ulrich and Weckman Brekke attended the FISH meeting on March 14.
L. Commissioners Ulrich and Beard attended the SCALE Service Delivery Committee meeting on March 18.
M. Commissioner Beer met with County Administrator Lezlie Vermillion on March 5.
N. Commissioner Beer participated in Delivering What Matters employee visits on March 5.
O. Commissioner Beer met with the Scott County Sheriff on March 5.

P. Commissioner Weckman Brekke attended the Benedictine Health System Senior Living Housing groundbreaking on February 19.
Q. Commissioner Weckman Brekke attended the Scott County Library Board of Advisors meeting on February 21.
R. Commissioner Weckman Brekke attended the Human Services Resource Council meeting on February 25.
S. Commissioner Weckman Brekke attended the Board Strategic Planning work session on February 26.
T. Commissioner Weckman Brekke conducted the Chair/Vice Chair planning meeting on February 26.
U. Commissioner Weckman Brekke attended the Mental Health Local Advisory Council meeting on February 26.
V. Commissioner Weckman Brekke attended the Live, Lean, Earn Early Childhood Committee meeting on February 26.

W. Commissioner Weckman Brekke met with Commissioner Beer on March 1.
X. Commissioner Weckman Brekke attended the National Association of Counties Conference March 1 through March 5.

Y. Commissioners Weckman Brekke and Beard attended the Senate Parks hearing on March 7.
Z. Commissioner Weckman Brekke met with the New Prague Mayor and City Administrator on March 11.
AA. Commissioner Weckman Brekke attended the AFSCME Labor Management Committee meeting on March 12.
AB. Commissioner Weckman Brekke met with Ms. Vermillion on March 12.
AC. Commissioner Weckman Brekke attended the Shakopee Academies Steering Committee meeting on March 13.

AD. Commissioner Weckman Brekke met with the Jordan Mayor and City Administrator on March 13.
AE. Commissioner Weckman Brekke attended the Shakopee Academies Human Resource Council meeting on March 14.

AF. Commissioners Weckman Brekke and Beard attended the Shakopee Chamber of Commerce luncheon on March 14.
AG. Commissioner Weckman Brekke attended the Dakota Scott Workforce Development Board meeting on March 15.
AH. Commissioner Weckman Brekke attended the Congresswoman Angie Craig Town Hall meeting on March 16.
AI. The Commissioners all attended the Board workshop on March 19 regarding veterans’ court.
AJ. Commissioner Wolf attended various hearings at the Capitol on March 5 and March 13.
AK. Commissioner Wolf attended the Scott County Planning Advisory Commission meeting on March 11.

AL. Commissioner Wolf attended the Credit River Town Board annual meeting on March 12.
AM. Commissioner Wolf attended the Spring Lake Town Board annual meeting on March 12.
AN. Commissioner Wolf attended the Metropolitan Emergency Services Board meeting on March 13.
AO. Commissioner Wolf attended the I35W Solutions Alliance meeting on March 14.

AP. Commissioner Wolf attended the Spring Lake Town Board meeting on March 14.
AQ. Commissioner Wolf attended the Elko New Market City Council meeting on March 14.
AR. Commissioner Wolf attended the Elko New Market Planning and Zoning meeting on March 18.

AS. Commissioner Wolf met with a Prior Lake City Councilor on March 18.
AT. Commissioner Wolf attended the Prior Lake City Council workshop on March 18.
AU. Commissioner Beard attended the Minnesota House Transportation Committee meeting on March 5.
AV. Commissioner Beard attended the Scott-Carver-Dakota Community Action Program regular meeting and Finance Committee meeting on March 6.
AW. Commissioner Beard met with the Metropolitan Council Chair on March 7.
AX. Commissioner Beard met with the Scott County Sheriff on March 11.
AY. Commissioner Beard attended the Trunk Highway 169 Corridor Coalition Board meeting on March 11.
AZ. Commissioner Beard attended the Scott-Carver-Dakota Community Action Program Board meeting on March 12.
BA. Commissioner Beard attended an Academies of Shakopee meeting on March 14.
BB. Commissioners Beard and Wolf attended the Fleet Breakfast on March 15.
BC. Commissioner Beard attended the Association of Minnesota Counties Board meeting on March 15.
BD. Commissioner Beard attended the Drug Court graduation on March 18.

(10) County Administrator Update:
• Due to a software issue, the mailing of tax statements has been delayed until March 27.

On a motion by Commissioner Wolf, seconded by Commissioner Beer, the meeting adjourned at 9:59 a.m.

Barb Weckman Brekke
Chair

Lezlie A. Vermillion
County Administrator
Clerk of the Board

Debra K. Brazil
Deputy Clerk to the Board
**BACKGROUND/JUSTIFICATION:**

The purpose of this agenda item is to approve the Grant Application and acceptance of the Center for Disease Prevention and Control (CDC) State Physical Activity and Nutrition Moving Health Equity Data to Action (MEDA) Grant.

In 2018, the Minnesota Department of Health’s (MDH) Office of Statewide Health Improvement Initiatives (OSHII) was awarded CDC State Physical Activity and Nutrition Program (SPAN) up to 5 years. Through the SPAN funding, OSHII will implement evidence-based strategies that are state- and locally-led with a focus on advancing health equity. Locally-led strategies will impact specific settings (e.g. worksites, maternity centers, parks, and recreation areas), and will be implemented by Local Public Health (LPH) partners through Minnesota’s Statewide Health Improvement Partnership (SHIP) program and community partners.
Over the past two years, Scott County SHIP has conducted a Health Equity Data Analysis (HEDA) during its community engagement efforts. The value of a HEDA approach is that solutions are designed by the community who can define what will work best for their own environments. The HEDA process resulted in numerous gaps in services and recommendations for improvements made by the community.

This Grant will provide resources, training, and technical assistance (TA) for Scott County Public Health and their community partners to build upon their learnings from the community engagement process to develop and implement new physical activity and nutrition strategies to address health inequities. Projects could include the following depending on community need and approval of MDH:

Increase access to fresh fruits and vegetables through:
- Review the food policy analysis with local government partners
- Identify areas for improvement
- Provide technical assistance to cities that wish to develop edible landscape policies
- Provide financial support for the development of edible landscapes/agriscaping

Increase physical activity access and outreach through:
- Creating safe physical environments for at-risk populations to be active
- Worksite wellness activities
- Implement physical activity programs in early childhood programs such as “I am Moving I am Learning”
- Support Physical Activity and Nutrition programming through the Readmobile.

MEDA is a 2.5 year Grant for a maximum of $33,000 per year. This is a total of $82,500 per agency for the extent of the grant period. The funding will be used to create and implement community driven solutions that address inequities related to physical activity and nutrition strategies. At least 25% of the funding is required to put into funding community partners to develop and implement solutions. The first year would be predominantly planning with the communities involved to identify solutions they wish to implement. No additional staff would be needed as this work fits with the current SHIP work. Funding during the first year would be used to support meetings, technical assistance, consultants if needed, and stipends. Implementation of projects will depend on recommendations from the community.

Fiscal Impact:
None
The purpose of this agenda item is to authorize the Grant Application to the Minnesota Department of Human Services (DHS) for the Community Living Infrastructure Grant Funding in the amount of $456,700 for July 1, 2020 to June 30, 2022.

This funding request is aimed at enhancing Scott County’s infrastructure necessary to respond to increased needs of those who are experiencing housing instability within the community. There is a total of $4.36 million available during this grant period and it is anticipated that $2.68 million will be available annually thereafter or $5.36 million in the next state biennium.
In June of 2018, the Scott County Board approved the acceptance of Community Living Infrastructure funding in the amount of $79,750 that supported an additional 1.0 full-time equivalent (FTE) Housing Coordinator to address community housing for some of Scott County’s most vulnerable citizens. This position is to monitor and develop Scott County’s Housing Support Program (formally known as Group Residential Housing or GRH) in order to provide additional supportive resources to individuals who are experiencing homelessness or at risk of institutionalization.

The Housing Support Program pays for room and board for qualifying seniors and adults with disabilities who have low incomes. The Program aims to reduce and prevent people from living in institutions or becoming homeless. Over 20,000 Minnesotans receive Housing Support assistance each month to pay for rent and food. About 27% of Program recipients also receive Housing Support supplemental service funding to provide other services, including but not limited to: medication reminders, assistance with transportation, arranging for meetings and appointments, and arranging for medical and social services.

This grant request would continue the position added in 2018, provide additional staffing resources, and funding for community outreach services through the following ways:

- The current Housing Coordinator position has been in place for just six months and during that time has helped to increase available housing opportunities by helping to expand provider options within the Housing Supports Program and through creating greater awareness and coordination of local housing resources. This position would be continued to further develop these supports for the County’s most vulnerable.
- A Housing Planner will be requested through this application to complete community wide housing/homelessness planning, convene and oversee community services providers, and provide supervision to the Health and Human Services Housing Department. This Grant Application will request 1 FTE for this purpose.
- A .25 FTE is being requested that would allow Scott County to receive funding for Housing Supports overpayment collections work that was shifted to the counties on July 1, 2017. This funding allows Scott County to receive compensation and allocate resources to complete administrative tasks associated with the Program that the County is required to do but not currently being paid to complete.
- This grant request would also provide additional assistance with community supports by contracting with a non-profit provider to support and provide outreach to citizens who may be experiencing homelessness or housing instability. Additional client support would also be allowable through this funding and may include application fees, utilities, or damage deposits to help increase housing stability for those in the community.

Fiscal Impact:
None. Annualized costs associated with this grant funding include staffing costs of $79,750 that will support the current Housing Coordinator and approximately $121,500 which will be used to support an additional 1.25 FTE (1 FTE will be for a Housing Planner and a .25 FTE will be for the administrative paperwork associated with the Housing Supports Program). In addition, approximately $95,000 will be allocated annually to the development and support of a partnership with a non-profit to deliver outreach services to the community and client support services. It is anticipated that the additional FTEs, client support, and non-profit partnership work will begin on January 1, 2020 or six months into this grant cycle. If the request for additional staff is not funded by DHS, the additional FTEs will not be hired. The total Grant Application for the two year funding period is $456,700. Acceptance of the Grant and approval of this Agreement is budget neutral.
Background/Justification:

The purpose of this agenda item is 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.

The County retained Berry Dunn McNeil & Parker to provide consulting services to assess the current state of the County’s Human Capital Management (HCM) System capabilities, analyze current processes and technical abilities, compare the County’s capabilities to other organizations, and recommend options for action(s) to advance HCM functionality. In 2017, a discovery and needs/gaps analysis was completed. This process
reinforced investments into and use of Infor for HCM. Thereafter, implementation of the Infor System 10.0 upgrade commenced in 2018. The County currently uses the Infor (Lawson) Payroll system, including some functions of the Employee Self-Services/Manager Self-Service (ESS/MSS) application. The County also uses Infor for Accounting and Finance functionality. Primary needs/gaps from the Berry Dunn Study and suggested areas for improvement were:

- It is challenging to generate reports and query within the system.
- It is difficult to find information in disparate systems (Infor, SCOOP, NeoGov, paper-based, MS Excel/Word/Access).
- The time-entry process is cumbersome for both employees and approvers.
- The County relies on manual and paper processes for several key HCM functions.
- It is challenging for supervisors to access information about their employees within systems.
- Duplicate entry is required into separate systems for several HCM processes.
- Some calculations are completed external to the system.
- Training in the HCM systems could be expanded and improved.
- Additional system functionality may be available but was not implemented.
- Lack of a centralized document management system.

A Subject Matter Expert (SME) team of internal Infor power users recommended we procure Dashboard Gear through the use of prioritized and earmarked dollars from the Technology Improvement Plan to improve functionality in the needs/gaps areas, starting with reporting capabilities for Human Resources, Accounting, and Finance functions.

Dashboard Gear cost for installation year 1 is $48,000, and $34,000 per year thereafter for maintenance and support. After year 3, pricing shall not increase more than 3% annually.

**Fiscal Impact:**
The first year funding for this software maintenance and support will be funded through the TECH and has been included in the County’s financial model.
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

WHEREAS, a discovery and needs/gaps analysis was completed in 2017; and

WHEREAS, the process reinforced investment into and use of Infor for the County’s Human Capital Management System; and

WHEREAS, implementation of the Infor 10.0 system upgrade took place in 2018; and

WHEREAS, Human Capital Management (HCM), Accounting, and Finance reporting capabilities will move forward as part of this project; and

WHEREAS, the recommendation was made to go with Dashboard Gear; and

WHEREAS, Dashboard Gear costs for installation year 1 is $48,000, and $34,000 per year thereafter for modules to cover HCM, Accounting, and Finance reporting; and

WHEREAS, after year 3, pricing shall not increase more than 3% annually; and

WHEREAS, this will be funded from prioritized and earmarked funding from the Technology Improvement Plan.

NOW THEREFORE BE IT RESOLVED that the Scott County Board of Commissioners hereby authorizes the Chairperson of the Board to enter into a Software License and Maintenance Agreement with ERP Accessories, LLC dba Dashboard Gear for the subscription for software licenses and support, subject to approval by the County Attorney’s Office as to form.

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<th>COMMISSIONERS</th>
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<tr>
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<td>□ Yes □ No □ Absent □ Abstain</td>
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<td>Wolf</td>
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State of Minnesota)
County of Scott     )
I, Lezlie A. Vermillion, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 2nd day of April, 2019 now on file in my office, and have found the same to be a true and correct copy thereof. Witness my hand and official seal at Shakopee, Minnesota, this 2nd day of April, 2019.

________________________________________  County Administrator

________________________________________  Administrator’s Designee
The purpose of this agenda item is 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.

Kimley-Horn and Associates was awarded an Engineering Design Services Agreement in the amount of $693,300 by Resolution No. 2017-083 dated June 6, 2017 for a scope of work consisting of preliminary design, environmental documentation, and final design for a segment of County Highway (CH) 27 from CH 21 to CH 44. Subsequently, the County requested additional work beyond the original scope of work as follows:
1) Evaluating a utility corridor for the length of the project to accommodate the relocation of utilities in order to reduce conflicts and delays during construction; and
2) Additional engineering and design post preliminary layout; and
3) Preliminary evaluation of an alternate geometric layout not in original scope of work services.

The Amendment to the Agreement with Kimley-Horn and Associates is $30,000 for a total not to exceed amount of $723,300. The 2019-2028 Transportation Improvement Program has $693,300 programmed for design consultant services. The additional $30,000 to fund this Amendment will be taken from the 2019 Spot Safety Funds.

**Fiscal Impact:**
None.
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

WHEREAS, County Project (CP) 27-16 consists of reconstruction of a segment of County Highway (CH) 27 from CH 21 to CH 44 in the Township of Credit River; and

WHEREAS, the County added additional work beyond the original scope of work in an Engineering Design Agreement with Kimley-Horn and Associates which exceeds the sum of $693,300 authorized for consultant design services in the 2019 – 2028 Transportation Improvement Program; and

WHEREAS, an Amendment to the Engineering Design Services Agreement by and between Kimley-Horn and Associates and the County is in a sum of $30,000; and

WHEREAS, the 2019-2028 Transportation Improvement Program has $693,300 programmed for design consultant services for this project; and

WHEREAS, the additional $30,000 to fund this Amendment comes from the 2019 Spot Safety Funds.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners in and for the County of Scott, Minnesota, that the Chairperson of the Board is authorized to enter into an Amendment to an Agreement by and between Kimley-Horn and Associates and the County of Scott in a sum of $30,000, which increases the Agreement to a not to exceed total of $723,300.

BE IT FINALLY RESOLVED, that approval of this Agreement is subject to approval by the County Attorney’s Office as to form.

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I, Lezlie A. Vermillion, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 2nd day of April, 2019 now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Shakopee, Minnesota, this 2nd day of April, 2019.

_________________________________________  ______________________________
County Administrator                           Administrator’s Designee
### Background/Justification:

The purpose of this agenda item is 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.

The pavement preventative maintenance work includes 3.7 miles of trail at Cleary Lake Regional Park.
The Agreement is between Scott County and Three Rivers Park District and covers cost participation, project delivery, procurement responsibilities, check-in opportunities between the parties on project status and budget at key milestones and other project considerations.

The County’s 2019 – 2023 Parks Improvement Program (PIP) includes levy funding for this project in 2019.

<table>
<thead>
<tr>
<th>Preliminary Estimated Cost</th>
<th>$142,000</th>
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<tbody>
<tr>
<td>Scott County Levy</td>
<td>$142,000</td>
</tr>
<tr>
<td>Three Rivers 2019 Operating for Project Delivery and Administration</td>
<td>In Kind</td>
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</table>

The project will be managed by a Three Rivers Park District project manager working through the Three Rivers procurement process throughout the bidding and construction and with a work group consisting of Park District employees including members of the Scott-Three Rivers partnership team from the park maintenance and park facilities groups.

The project from design to closeout is anticipated to begin in April and end by November 2019.

Staff requests approval to enter into an Agreement with Three Rivers Park District for delivery and procurement responsibilities for pavement maintenance at Cleary Lake Regional Park. It is anticipated that the Three Rivers Park District Board will consider this Agreement at its April 2019 meeting.

**Fiscal Impact:**
None. The project and its funding are in the approved 2019 – 2023 Parks Improvement Program.
RESOLUTION NO. 2019-041: AUTHORIZING ENTERING INTO A COOPERATIVE DESIGN AND CONSTRUCTION AGREEMENT WITH THE THREE RIVER PARKS DISTRICT FOR THE TRAIL PAVEMENT PREVENTATIVE MAINTENANCE AT CLEARY LAKE REGIONAL PARK

WHEREAS, the Parties to this Agreement are units of government responsible for providing regional park and trail services; and

WHEREAS, the Parties work cooperatively together to provide regional park and trail services to the region through partnering of existing resources in order to increase the scope, availability, and quality of the region’s park system; and

WHEREAS, Three Rivers Park District maintains a pavement condition inventory and implements a preventative pavement maintenance program based on this inventory and pavement best practices; and

WHEREAS, 3.7 miles of trail pavement at Cleary Lake Regional Park are in need of preventative maintenance to help ensure the full useful life of the trail and to protect the public’s investment; and

WHEREAS, the project is programmed in the County’s 2019-2023 Parks Improvement Program with project financing in the amount of $142,000 from the Scott County levy and in-kind project management and delivery services provided by Three Rivers Park District; and

WHEREAS, a Cooperative Design and Construction Agreement is needed with Three Rivers Park District for the project; and

WHEREAS, the Agreement will require approval by the Three Rivers Park District Board of Commissioners; and

WHEREAS, the Agreement lays out the parties’ responsibilities including cost participation, project delivery and procurement responsibilities, check in opportunities for the respective parties, and a cross-agency work group for project and budget oversight, and other project considerations.
NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Scott, Minnesota, that the Chairperson of the Board is authorized to enter into a Design and Construction Cooperative Agreement with the Three Rivers Park District for trail pavement preventative maintenance at Cleary Lake Regional Park.

BE IT FINALLY RESOLVED, that approval of this Agreement is subject to approval by the County Attorney’s Office as to form.

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State of Minnesota
County of Scott

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______________________________
County Administrator

______________________________
Administrator's Designee
AGENDA #6.6
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: APRIL 2, 2019

| ORIGINATING DIVISION: Planning & Resource Mgmt | ORIGINATING DEPARTMENT: Parks and Trails |
| CONSENT AGENDA: Yes | No |
| PRESENTER: Patty Freeman- 8752 | ATTACHMENTS: Yes | No |
| PROJECT: Cleary Lake Vault Latrine | TIME REQUESTED: NA |
| ACTION REQUESTED: 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 |

| CONTRACT/POLICY/GRANT: | FISCAL: |
| County Attorney Review | Finance Review |
| Risk Management Review | Budget Change |

ORGANIZATIONAL VALUES:
- Stewardship: Ensuring the responsible and stable investment of taxpayer dollars and communicating its value to the public
- Partnership: Aligning existing resources, volunteers and programs to achieve shared goals
- Leadership: Anticipating changes and managing challenges based on reliable information and citizen input
- Commitment: Developing a high quality workforce that is dedicated to advancing a safe, healthy and livable community
- Customer Service: Creating a customer experience that is respectful, responsive and solution-oriented
- Innovation: Exploring and adopting new technologies and processes with the goal of improving service and reducing the long term cost of service delivery

DEPARTMENT/DIVISION HEAD SIGNATURE: COUNTY ADMINISTRATOR SIGNATURE: 

Approved: 
Denied: 
Tabled: 
Other: 
Patty Freeman, General Manager Scott County Parks 
Deputy Clerk : 
Date: 

DISTRIBUTION/FILING INSTRUCTIONS: 

Background/Justification:
The purpose of this agenda item is 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.

The project includes the design and construction of two prefabricated vault latrines and associated site work to serve the Cleary Lake campground and general park use.
The Agreement is between Scott County and Three Rivers Park District and covers cost participation, project delivery, procurement responsibilities, check-in opportunities between the parties on project, and budget and other project considerations.

The County’s 2019 – 2023 Parks Improvement Program (PIP) includes funding for this project in 2019 in the amount of $90,000 from the County’s 2018 Parks and Trails Legacy allocation.

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<th>Preliminary Estimated Cost</th>
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<td>Funding</td>
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<tr>
<td>Scott County Legacy Alloc 2018</td>
<td>$90,000</td>
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<tr>
<td>Three Rivers 2019 Operating for Project Delivery and Administration</td>
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The project will be managed by a Three Rivers Park District project manager working through the Park District procurement process throughout the bidding and construction, and working with a work group consisting of Park District employees including members of the Scott-Three Rivers partnership team from the park maintenance and park facilities groups.

The project is anticipated to begin in May and end by November 2019.

Staff requests approval to enter into an Agreement with Three Rivers Park District for delivery and procurement responsibilities to install vault latrines at Cleary Lake Regional Park. It is anticipated that the Three Rivers Park District Board will consider this Agreement at its April 2019 meeting.

**Fiscal Impact:**
None. The project and its funding are in the approved 2019 – 2023 Parks Improvement Program.
RESOLUTION NO. 2019-042; AUTHORIZING ENTERING INTO A COOPERATIVE DESIGN AND CONSTRUCTION AGREEMENT WITH THE THREE RIVER PARKS DISTRICT FOR A VAULT LATRINE AT CLEARY LAKE REGIONAL PARK

WHEREAS, the Parties to this Agreement are units of government responsible for providing regional park and trail services; and

WHEREAS, the Parties work cooperatively together to provide regional park and trail services to the region through partnering of existing resources in order to increase the scope, availability, and quality of the region’s park system; and

WHEREAS, there is a need for two vault latrines to serve the Cleary Lake campground and general park use; and

WHEREAS, the project is programmed in the County’s 2019-2023 Parks Improvement Program with project financing in the amount of $90,000 from the Scott County’s 2018 Parks and Trails Legacy allocation and in-kind project management and delivery services provided by Three Rivers Park District; and

WHEREAS, a Cooperative Design and Construction Agreement is needed with Three Rivers Park District for the project; and

WHEREAS, the Agreement will require approval by the Three Rivers Park District Board of Commissioners; and

WHEREAS, the Agreement lays out the parties’ responsibilities including cost participation, project delivery and procurement responsibilities, check in opportunities for the respective parties, and a cross-agency work group for project and budget oversight, and other project considerations.
NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Scott, Minnesota, that the Chairperson of the Board is authorized to enter into a Design and Construction Cooperative Agreement with the Three Rivers Park District for vault latrine construction at Cleary Lake Regional Park.

BE IT FINALLY RESOLVED, that approval of this Agreement is subject to approval by the County Attorney’s Office as to form.

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State of Minnesota)
County of Scott )

I, Lezlie A. Vermillion, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 2nd day of April, 2019 now on file in my office, and have found the same to be a true and correct copy thereof. Witness my hand and official seal at Shakopee, Minnesota, this 2nd day of April, 2019.

__________________________________________
County Administrator

__________________________________________
Administrator's Designee
**AGENDA #6.7**  
**SCOTT COUNTY, MINNESOTA**  
**REQUEST FOR BOARD ACTION**  
**MEETING DATE: APRIL 2, 2019**

<table>
<thead>
<tr>
<th>ORIGINATING DIVISION:</th>
<th>Planning &amp; Resource Mgmt Parks and Trails</th>
<th>CONSENT AGENDA:</th>
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<tbody>
<tr>
<td>ORIGINATING DEPARTMENT:</td>
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<td>☑ Yes  □ No</td>
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<tr>
<td>PRESENTER:</td>
<td>Patty Freeman - 8752</td>
<td>ATTACHMENTS:</td>
</tr>
<tr>
<td>PROJECT:</td>
<td>Regional Parks Prairie Enhancement Grant</td>
<td>TIME REQUESTED:</td>
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<tr>
<td>ACTION REQUESTED:</td>
<td>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</td>
<td></td>
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<tr>
<td>CONTRACT/POLICY/GRANT:</td>
<td>County Attorney Review</td>
<td>FISCAL:</td>
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<td>Risk Management Review</td>
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**ORGANIZATIONAL VALUES:**

- ☑ Stewardship: Ensuring the responsible and stable investment of taxpayer dollars and communicating its value to the public
- ☑ Partnership: Aligning existing resources, volunteers and programs to achieve shared goals
- □ Leadership: Anticipating changes and managing challenges based on reliable information and citizen input
- □ Commitment: Developing a high quality workforce that is dedicated to advancing a safe, healthy and livable community
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- □ Innovation: Exploring and adopting new technologies and processes with the goal of improving service and reducing the long term cost of service delivery

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<th>DEPARTMENT/DIVISION HEAD SIGNATURE:</th>
<th>COUNTY ADMINISTRATOR SIGNATURE:</th>
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**Approved:**  
**Denied:**  
**Tabled:**  
**Other:**  
**Deputy Clerk:**  
**Date:**

**Background/Justification:**

The purpose of this agenda is 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.

Staff submitted an Application to the Conservation Partners Legacy Grant Program administered by the Minnesota Department of Natural Resources in November 2019 (County Board meeting November 20, 2018, Agenda Item #6.2) and were recently notified that the Application was accepted.
This Grant is for a Regional Parks Prairie Enhancement Project which will address maintenance needs of four previously restored prairies and savannas in Spring Lake, Doyle-Kennefick, and Cedar Lake Farm Regional Parks totaling 138 acres.

<table>
<thead>
<tr>
<th>Site</th>
<th>Prairie Acreage</th>
<th>Year Restored</th>
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</thead>
<tbody>
<tr>
<td>Doyle-Kennefick (1)</td>
<td>51 acres</td>
<td>2009</td>
</tr>
<tr>
<td>Doyle-Kennefick (2)</td>
<td>48 acres</td>
<td>2016</td>
</tr>
<tr>
<td>Spring Lake</td>
<td>23 acres</td>
<td>2012</td>
</tr>
<tr>
<td>Cedar Lake Farm</td>
<td>16 acres</td>
<td>2015</td>
</tr>
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Best management practices will be followed to promote the health of the prairies and ensure continued protection of the County’s investment for the benefit of park visitors and wildlife.

The enhancement activities consist of mowing, targeted herbicide application, and prescribed burns. These important components of prairie management maintain the health of the prairie, control invasive species and noxious weeds, and promote growth and regeneration of desired plant species. Work activities will be carried out by contractors paid by the Grant and by staff from Scott County and the Three Rivers Park District providing in-kind match. The work will be implemented through June of 2021.

The prairie enhancement project builds on past County investments made at Spring Lake, Cedar Lake Farm, and Doyle-Kennefick Regional Parks in partnership with Great River Greening, Scott Soil and Water Conservation District, Scott Watershed Management Organization, and other partners. This Grant is an opportunity to offset the cost of heightened land stewardship maintenance needs on several sites that are still young in terms of becoming prairie landscapes and an opportunity to increase the diversity of an older prairie established in 2009.

Local match for the Grant will consist of in-kind services valued at an estimated $6,000 including staff time and equipment usage in support of the contracted prairie enhancement. The total grant project budget proposed is $56,000, with $50,000 in grant funds and $6,000 in in-kind contributions from the Scott County-Three Rivers partnership team.

**Fiscal Impact:**
None.
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

WHEREAS, the County is committed to enhancing, restoring, and stewarding the natural lands and important habitats of its regional park system; and

WHEREAS, the County has previously restored hundreds of acres of natural lands and wetlands within its regional parks system; and

WHEREAS, the County continues to steward these lands with the use of local funds and through partnerships and collaborations and grant opportunities; and

WHEREAS, the County submitted a Grant Application to the Conservation Partners Legacy Grant Program administered by the Minnesota Department of Natural Resources (DNR) to assist the County in stewarding these natural lands thereby protecting habitat and public investment; and

WHEREAS the grant project ‘Regional Parks Prairie Enhancement’ targets stewardship activities on 138 acres in Doyle-Kenney, Spring Lake, and Cedar Lake Farm Regional Parks; and

WHEREAS, the Minnesota DNR has awarded Scott County’s Grant Application for the Regional Parks Prairie Enhancement project in the amount of $56,000, with $50,000 in grant funds and a local match contribution of in-kind services estimated at a value $6,000; and

WHEREAS, a local match contribution of in-kind services will be in the form of staff time and equipment from the parks operation.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners in and for the County of Scott, Minnesota, hereby authorizes the Chairperson of the Board to authorize the acceptance of the Regional Parks Prairie Enhancement Grant and to enter into a Grant Agreement with the Minnesota Department of Natural Resources, Conservation Partners Legacy Grant Program in the amount of $56,000.

BE IT FINALLY RESOLVED, that approval of this Agreement is subject to approval by the County Attorney’s Office as to form.

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State of Minnesota)
County of Scott     )
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Witness my hand and official seal at Shakopee, Minnesota, this 2nd day of April, 2019.

County Administrator
Administrator's Designee
### Background/Justification:
The purpose of this request is 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 Prior Lake-Spring Lake Watershed District (PLSLWD) Board of Managers provides technical reviews of land development proposals, coordinates its water management responsibilities with local units of government, and furnishes information to local units of government and the public about protecting the PLSLWD’s special natural resources.
The Board of Managers is comprised of five members who reside within the PLSLWD.

The current vacancy was advertised in the SCENE, in local newspapers, and on the County’s website. Three applications were received. Interviews were conducted by representatives of the entities located within the PLSLWD and recommendations were received for the reappointment of Curtis Hennes

Fiscal Impact:
None
Background/Justification:
The purpose of this agenda item is to adopt Resolution No. 2019-038; Approving the City of Jordan Local Water Management Plan Dated February 2019.

The City of Jordan submitted a draft Local Water Management Plan to the Scott Watershed Management Organization (Scott WMO) on June 19, 2018. A copy of their draft Local Water Management Plan was also submitted to the Metropolitan Council for review. Per Minnesota Statute 103B.235, Subd. 3, the Scott WMO had 60 days to complete its review of the Local Water Management Plan. The Scott WMO must also take into consideration comments submitted by the Metropolitan Council on the Local Water Management Plan.
Scott WMO staff reviewed the Local Water Management Plan and submitted comments to the City in a letter dated August 14, 2018 (see attachment). Metropolitan Council comments were received by the Scott WMO in a letter dated August 2, 2018 (see attachment). On February 28, 2018, via email from the City’s engineer, the Scott WMO received the final draft Local Water Management Plan and memorandum (attached) from the City of Jordan. Scott WMO staff reviewed the final draft Local Water Management Plan for the requested changes.

Staff feels the City of Jordan met the requirements of Minnesota Statute 103B.235 Minnesota Rule 8410.0160 for local water plans and of the Scott WMO’s new 2019 – 2026 Plan requirements. On March 7, 2019 a letter was sent to Mike Waltman, Bolton & Menk, City of Jordan Engineer, indicating that the City’s Local Water Management Plan would be presented to the Scott WMO Planning Commission on March 25, 2019.

On March 25, 2019 the Scott WMO Planning Commission met and was presented information on the process of Jordan’s Plan and unanimously recommended the City of Jordan Local Water Management Plan be submitted to the Scott County Board for approval.

Click here to view attachments.

**Fiscal Impact:**
No fiscal impact
RESOLUTION NO. 2019-038; APPROVING THE CITY OF JORDAN LOCAL WATER MANAGEMENT PLAN DATED FEBRUARY 2019

WHEREAS, Minnesota Statutes Section 473.859 Subdivision 2, Comprehensive Plan Content requires that a land use plan shall include the water management plan required by Section 103B.235, Local Water Management Plans; and

WHEREAS, Minnesota Statutes Section 103B.235, Local Water Management Plans, requires that local government units having land use planning and regulatory responsibility for territory within the watershed shall prepare or cause to be prepared a local water management plan, capital improvement program, and official controls as necessary to bring local water management into conformance with watershed organization plans. Local plans must meet requirements of watershed organization plans as well as the general requirements of Minnesota Statutes Section 103B.235 and Minnesota Rules Part 8410; and

WHEREAS, the City of Jordan prepared a draft Local Water Management Plan, and submitted it for review by the Metropolitan Council and the Scott Watershed Management Organization (WMO); and

WHEREAS, the City has revised the draft Local Water Management Plan in response to the Scott WMO staff comments bringing the City’s Plan into full conformance with Minnesota Rule 8410 and the Scott WMO 2019 – 2026 Comprehensive Water Resources Management Plan; and

WHEREAS, the Scott WMO Planning Commission recommended approval of the City of Jordan Local Water Management Plan dated February 2019, at their March 25, 2019 meeting.

NOW THEREFORE BE IT RESOLVED, that the Scott County Board of Commissioners finds that the City of Jordan Local Water Management Plan dated February 2019 is in conformance with Minnesota Rule 8410, and is at least as protective of water resources as the Scott WMO Plan.

BE IT FINALLY RESOLVED, that the Scott County Board of Commissioners acting as the Scott Watershed Management Organization hereby approves the City of Jordan’s Local Water Management Plan.

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State of Minnesota)  
County of Scott   

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__________________________________________
County Administrator

__________________________________________
Administrator’s Designee
The purpose of this agenda item is 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 was recommended by the Scott County Planning Advisory Commission on March 11, 2019, in accordance with Chapter 2, 16, and 42 of the Scott County Zoning Ordinance No. 3 based on the criteria for approval listed below. After public comment and Planning Commission discussion, the Commission added a condition that limits hours of operation to 10 p.m. on Friday and Saturday nights, and 8 p.m. on Sunday nights.

Fiscal Impact: None
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION

Gregory L. Peterson, Applicant and Owner

Conditional Use Permit

Conditions of Approval:

1. The applicant is to file with the Scott County Planning Office in January of each year a statement indicating that they are in compliance with the conditions of the Conditional Use Permit (CUP).

2. The New Market Town Board may conduct an annual review of the CUP to ensure that the applicants are in compliance with the CUP conditions.

3. The applicants shall pay an annual CUP inspection fee, if and when the County adopts an inspection fee ordinance.

4. If ownership changes, the new owner shall contact the New Market Town Board and Scott County Zoning Administration to review the conditions of the CUP.

5. This CUP is for a Private Farm Winery since the site does not have the required 5 acres of fruit or agricultural products produced on the property. There shall be no public hours of operation unless the on-site production is increased to 5 acres and the CUP amended to become a public farm winery.

6. All events on the site shall be for private groups by reservation and shall be limited to a maximum of 50 people. No special events shall be allowed (County Zoning Ordinance allows up to 10 special events annually for up to 150 people) unless the CUP is amended to become a public farm winery.

7. The CUP shall be regulated according to the County Zoning Ordinance standards for Farm Wineries and the application narrative and site exhibits provided by the applicant and attached to the CUP.

8. Parking shall be provided on-site in the paved area and within the grass area identified on the site plan. No parking shall be allowed on any public road.

9. All events shall end at 10:00pm on Friday and Saturday nights, and at 8:00pm on Sunday nights.

10. If there are verified complaints on noise, traffic or other disruptions to surrounding properties the CUP shall be reviewed by the Township, Scott County Zoning Administration, and, if necessary, the Planning Advisory Commission to consider operational changes or limitations on hours and days of use.

11. Any signage shall be on-site and shall be in accordance with the Scott County Zoning Ordinance.

12. The applicant shall provide Scott County Environmental Services with a septic compliance inspection and information on disposal of waste produced as part of the wine making process before issuance of any building permits.

13. As a seasonal use portable restrooms are allowed. No food preparation is allowed since there is no commercial kitchen area proposed; all food shall be catered. Any changes to the operations would be reviewed as part of a CUP amendment application.

14. Building permits are required for the change in occupancy. The applicant shall apply for and receive a change in occupancy permit for all structures used by the Farm Winery. All required changes/improvements shall be completed prior to these structures being used for any winery events.
These and any future structural improvements shall meet all requirements of the State Building Code and all applicable codes as required by the Scott County Building Official.

Criteria for Approval (Chapters 2, 16, & 42):

1. **The use will not create an excessive burden on public facilities and utilities which serve or are proposed to serve the area.**
   - The proposed use will not have any impact on public facilities that serving the property as it is using paved roads for access.

2. **The use will be sufficiently compatible with, or separated by sufficient distance from, or screened from adjacent agricultural or residential land uses so that there will be no deterrence to the use or development of adjacent land and uses.**
   - As proposed, the location of the farm winery facilities exceeds the required property line setbacks. The site is generally screened from all directions by woodlands and wetland areas, and most of the surrounding parcels are already developed into residential lots.

3. **Each structure or improvement is so designed and constructed that it is not unsightly in appearance to the extent that it will hinder the orderly and harmonious development of the district wherein proposed.**
   - The winery structures currently exist on the site and are designed of materials that are not unsightly in appearance, and are typical of rural accessory buildings. The applicant has hired a consultant to provide required architectural analysis of the buildings for conversion from agricultural use to public assembly.

4. **The use is consistent with the purposes of the Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.**
   - The proposed farm winery is consistent with the intentions of Chapter 16 of the Zoning Ordinance and with uses allowed on 20 acre parcels in the RR-1 zoning district. Since the applicant does not have 5 acres in fruit or agricultural production, as required by Chapter 16, he is requesting that this be considered a Private Farm Winery with no public hours of operation.

5. **The use is not in conflict with the Scott County 2030 Comprehensive Plan.**
   - The Scott County Comprehensive Plan allows for certain rural and agricultural uses that meet the intent and rural character, and that do not negatively impact adjacent rural development.

6. **Adequate measures have been taken to provide ingress and egress so designed as to minimize traffic congestion, provide adequate access to public roads, and provide sufficient on-site parking.**
   - Adequate measures have been taken to provide ingress and egress, access to public roads and on-site parking. Access will be via the existing residential driveway access to Woodland Road, a paved New Market Township road. Both Woodland Road and Plateau Drive, also a paved road, provide access to the proposed winery property.

7. **Adequate water supply, individual sewage treatment system facilities, erosion control and stormwater management are provided in accordance with applicable standards.**
   - Any water would be obtained via a private well; wells are permitted by the MN Department of Health. Portable restrooms will be used seasonally.

8. **All building/structures meet the intent of the State Building Code and/or fire codes.**
   - Building permits will be required for the change of occupancy. County Staff will review the building permit application to verify that the structure complies with all applicable regulations of the State Building and Fire Codes.

And noting that New Market Township recommended approval of the request at their March 5, 2019 meeting.
NEW MARKET TOWNSHIP
SECTION 1
GREG PETERSON
REQUEST FOR
CONDITIONAL USE PERMIT
NEW MARKET TOWNSHIP
SECTION 1
GREG PETERSON
REQUEST FOR
CONDITIONAL USE PERMIT
In 2016, after a 19 year career as a police officer, I was terminated for an injury I sustained in the line of duty. In 2017, I decided to try and create my own business, Wild Oaks Ranch Vineyard & Winery. I planted 1,100 grape vines, on my property in New Market Township for the purpose of creating and selling my own wine under the wine label Thin Blue Vine. In 2018, I planted an additional 50 grape vines around several of my buildings bringing the crop to approximately 2 ½ acres. During that time, I have obtained a basic TTB permit to produce and store the wine in an existing pole barn on my property for wine production in 2019 and beyond (this building will not be open to any venues). In addition, I met with Scott County Development Review Team (DRT) on August 29, 2018 regarding a conditional use permit for both the winery, and for the possibility of holding small private venues on my property. In addition to DRT meeting, I also addressed the same issues in a New Market Township public meeting on October 2, 2018. (Copy of agenda attached).

Under the current Scott County Zoning Ordinance Chapter 16.2 Sub.35 Farm Wineries & Vineyards

(A) I’m required to have 20 acres (which I do).
(B) Have 5 acres of crop (which I do not have at this time). I am respectfully asking for special consideration for an exemption of the 5 acre requirement based on the following:

1) This is a private venue, and is not open to the general public to just show up and use the property.
2) Currently the 2 ½ acres has been a full time job, and don’t believe that I could do all 5 acres by myself due to my disability.
3) To accommodate the 5 acre requirement, it would require cutting down large area of trees, planting in a low lying areas, all which would be a dramatic change to the view of the property both for myself and neighbors. A majority of my 20 acres consist of trees and water.
4) It is possible that new grapes could be introduced in the future, which having an additional 1 acre currently open now, would allow me to expand with a new grape, assuming the business was successful, allowing me to hire someone to assist in the day to day operation.
5) This is a private venue and seasonal, with an exception of a winter holiday, would be limited in hours and only available on weekends.

Please refer to the notes of the DRT meeting, however, in our discussions, and subject to inspections, I believe I meet all other requirements. For instance, the ordinance section

(C) food, all private venues at my location will be responsible to cater their own food.

(D) N/A my venue size max at 50 people.

(E) music, I don’t believe due to the size and hours of the private venues that noise will be an issue.

(F) all buildings will be subject to inspection, and both buildings used in private venues have been certified by structural engineer.

(G) All roads to my property, including my driveway are paved.

(H) N/A there will be no signage on public streets.
(I) Vehicles to be limited based on private venue size and per discussions. I will be encouraging the use of shuttle services. Parking will only on my property near the main pole barn. Both on pavement and a small area of grass.
(J) Since this is a small private venue, a Handicap accessible satellite with wash station will be used, pending County approval.
(K) All private venue buildings used are existing, and comply with 100’ property line.
(L) Hours will be determined by Township, but planned to be limited to Friday, Saturday, and Sunday. An not to exceed past 10pm on Friday and Saturday, and 6pm Sunday.
(M) N/A, but will be subject to County inspection.

Traffic Concerns:
As a former police officer, I know that one of the biggest issues for any neighborhood is traffic. I am committed not to have traffic become an issue.
1) I'm proposing a 20 car maximum per private event, with no more than 50 people.
2) Vehicles will not park on Woodland Rd, or any public street, but only on my property near the main pole barn. Both on pavement and a small area of grass.
3) I will be reviewed annually by the Township for renewal, and expect that if I have not adequately addressed concerns as they come up, that it will be addressed in the Township meeting.
4) I will be strongly encourage the use of shuttle services, and have reached out to nearby Holiday Inn, which will provide a Shuttle service to guests.
5) I have lived in this neighborhood for the past 16 years, and it is not my intention to disrupt my neighborhood with large amounts of traffic.
This private venue, will be seasonal, and only available on weekends, with set hours approved by the Township/Commission.

My goal, since I became disabled, is to serve once again, by providing a bit of serenity to those who decide to participate in my private winery venue.

Thank you for your consideration, and I pledge to make this a peaceful and successful venture for my community.
TOWNSHIP RECOMMENDATION FORM

On March 5, 2019, the Town Board of New Market discussed with Greg Peterson the request to approve CUP for Peterson Winery located at 22991 Woodland Rd.

After reviewing the Request, the Town Board:

X RECOMMENDS APPROVAL
WITH THE FOLLOWING CONDITIONS: No Parking on Public Road.

___ RECOMMENDS DISAPPROVAL
FOR THE FOLLOWING REASONS:

___ HAS NO RECOMMENDATION, BUT WILL FORWARD THE REQUEST TO THE PLANNING COMMISSION OR BOARD OF ADJUSTMENT.

SIGNED:

CLERK

SUPERVISOR

SUPERVISOR

White—County  Yellow—Township Copy  Pink—Applicant’s Copy

VLCO FORM 1910
The purpose of this request is 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.

Valley Paving, Inc. has applied for a Solid Waste Facility License in conjunction with an Interim Use Permit (IUP) to mine and operate a crushing operation for sand and gravel and to operate a portable hot mix asphalt plant at the same location. Belle Plaine Township recommended approval of the IUP and plant. The property is identified as PID numbers 109330040 and 109320042.
According to a letter received with the Solid Waste License application, asphalt and concrete material on site will not exceed 30,000 cubic yards.

Staff recommends approval of this License and recommends a Bond or Letter of Credit in the amount of $66,500 for this facility. Attached are the proposed license conditions.

Nick Reishus is the contact for this project and can be reached at (952) 496-8707.

Fiscal Impact:
None
SCOTT COUNTY SOLID WASTE LICENSE FOR

VALLEY PAVING, INC. CONCRETE AND ASPHALT STORAGE AND RECYCLING FACILITY

KORNDER Property, 9998 Co Rd 66, Belle Plaine, MN 56011 in Belle Plain Township (PID# 109330040 and 109320042)

The following License conditions shall apply to Valley Paving, Inc.:

1. Only uncontaminated concrete and asphalt rubble shall be stored on this site. All other solid wastes must be removed immediately.

2. No more than 30,000 Cubic Yards of unprocessed concrete and asphalt in total shall be stored on site.

3. The License is subject to the Scott County Solid Waste Management Ordinance Number 2, any and all state and federal requirements, and all conditions set by the Scott County Planning Department as part of the Interim Use Permit.

4. The License shall apply for, and meet, all state of MN requirements to include coverage under the NPDES and SDS General Permit MNG490000 for Nonmetallic Mining Operations and Associated Activities.

5. All processed and unprocessed concrete and asphalt shall be stored at least five feet above the water table.

6. Surface water shall be diverted from the concrete storage piles, and any drainage water from the storage piles shall be retained on the Licensee’s property.

7. The Licensee shall control dust from all concrete and asphalt crushing operations and must properly manage all contact water used for dust control.

8. The Licensee must provide to the Scott County Environmental Services Department an annual report listing the total amount of concrete and asphalt waste accepted, crushed, recycled, and stockpiled.

9. The Licensee must pay an annual license fee in accordance with the adopted County Fee schedule.

10. A $66,500 Permit Bond or Letter of Credit shall be submitted to the County. The term of the Permit Bond or Letter of Credit shall coincide with the license and be available to the County to ensure these permit conditions.

11. Insurance certificate of Worker’s Compensation, Comprehensive General Liability, Comprehensive Automobile Liability, and Personal Injury Liability must be provided to Scott County.

12. Any nuisance conditions, as determined by Scott County Environmental Services Department, shall be abated immediately.

13. Any modifications to the way that concrete is processed or stored must receive prior documented approval from the Scott County Environmental Services Department.

14. The Licensee must notify the Scott County Environmental Service Department immediately if waste other than that hereby permitted has been dumped on this site. The Licensee will be responsible for the removal and proper disposal of all such unacceptable waste and shall cooperate with Scott County in identifying and prosecuting any person who dumps solid waste on the site without permission from the Licensee.

15. Access to the premises shall be controlled by whatever means the Licensee determines is workable for this site and in a manner intended to limit unauthorized entry to the premises and prevent any illegal dumping.

Scott County Solid Waste and Recycling
Environmental Services Department

Page 1 of 1

March 1, 2019
## Background/Justification:

The purpose of this agenda item is 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.

As part of the County’s effort to update and modernize policies, it was determined to simplify the County’s policy structure. Over the last few years, the County’s Senior Leadership Team began a process of identifying policies that needed to be re-written, eliminated, or modified. With that in mind, a policy revision team was established with the following goals:

- Stewardship: Ensuring the responsible and stable investment of taxpayer dollars and communicating its value to the public
- Partnership: Aligning existing resources, volunteers and programs to achieve shared goals
- Leadership: Anticipating changes and managing challenges based on reliable information and citizen input
- Commitment: Developing a high quality workforce that is dedicated to advancing a safe, healthy and livable community
- Customer Service: Creating a customer experience that is respectful, responsive and solution-oriented
- Innovation: Exploring and adopting new technologies and processes with the goal of improving service and reducing the long term cost of service delivery
• Define what needs to be policy
• Make policies shorter and guidelines linked
• Make policies easier for staff to locate
• Establish clear expectations for all staff
• Enable all staff to make good decisions and assist supervisors’ actions
• Eliminate unnecessary policies

As part of the process, it was determined that policies would be sorted into different categories:

• Administration
• Code of Conduct
• Finance
• Personnel
• Safety

Health and safety regulations are mandated under the State and Federal Occupational Safety and Health Administration (OSHA). This Policy satisfies the requirement from Federal OSHA to establish A Workplace Accident and Injury Reduction (AWAIR) program. The Workplace Health and Safety Policy also serves as an umbrella over 12 separate programs. Through the programs, Scott County strives to maintain a safe, healthy, injury-free, and illness-free work environment by setting standards and expectations for how we work. Each program provides means for hazard identification, analysis, and control and then spells out roles, responsibilities, and training for employees deemed to have potential occupational exposure. Through these efforts, we seek to mitigate and prevent illness or injury. Workplace Health and Safety programs include:

• Bloodborne Pathogens Exposure Control Program
• Confined Space Program
• Employee Right-to-Know Program
• Ergonomics Program
• Hearing Conservation Program
• Indoor Air Quality Program
• Lockout-Tagout Program
• Personal Protective Equipment Program
• Respiratory Protection Program
• Safe Driving Program
• Emergency Action Program
• Tuberculosis Exposure Control Program

Workplace Health and Safety Policy and program information and forms will be available to all employees on SCOOP. Training sessions will be ongoing with staff beginning in 2019 to ensure implementation of these standards and practices.

Click here to view the Policy.

Fiscal Impact:
None is anticipated.
BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA

Date: April 2, 2019
Resolution No.: 2019-037
Motion by Commissioner: Seconded by Commissioner: 

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

WHEREAS, the County undertook a project to:
- Define what needs to be policy;
- Make policies shorter and guidelines linked;
- Make policies easier for staff to locate;
- Establish clear expectations for all staff;
- Enable all staff to make good decisions and assist supervisors’ actions; and
- Eliminate unnecessary policies; and

WHEREAS, health and safety regulations are mandated under the State and Federal Occupational Safety and Health Administration (OSHA); and

WHEREAS, the Workplace Health and Safety Policy satisfies the requirement from Federal OSHA to establish A Workplace Accident and Injury Reduction (AWAIR) program; and

WHEREAS, the Workplace Health and Safety Policy also serves as an umbrella over 12 separate programs, to include:
- Bloodborne Pathogens Exposure Control Program;
- Confined Space Program;
- Employee Right-to-Know Program;
- Ergonomics Program;
- Hearing Conservation Program;
- Indoor Air Quality Program;
- Lockout-Tagout Program;
- Personal Protective Equipment Program;
- Respiratory Protection Program;
- Safe Driving Program;
- Emergency Action Program; and
- Tuberculosis Exposure Control Program; and

WHEREAS, through the programs, Scott County strives to maintain a safe, healthy, injury and illness free work environment by setting standards and expectations for how we work; and

WHEREAS, each program provides means for hazard identification, analysis, and control and then spells out roles, responsibilities, and training for employees deemed to have potential occupational exposure; and
WHEREAS, through these efforts we seek to mitigate and prevent illness or injury; and

WHEREAS, the County Board needs to rescind several safety policies and guidelines that are being replaced herein.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners in and for the County of Scott, State of Minnesota, that the Scott County Workplace Health and Safety Policy is duly adopted.

BE IT FINALLY RESOLVED, that Resolution Nos. 79093, 86092, 87086, 90006, 93088, 2003-024, and 2004-022 are rescinded.

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<th>COMMISSIONERS</th>
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<td>Weckman Brekke</td>
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<td>Ulrich</td>
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State of Minnesota)
County of Scott  

I, Lezlie A. Vermillion, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 2nd day of April, 2019 now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Shakopee, Minnesota, this 2nd day of April, 2019.

__________________________________________  County Administrator
__________________________________________  Administrator’s Designee
**AGENDA #6.13**
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: APRIL 2, 2019

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<tr>
<th>ORIGINATING DIVISION:</th>
<th>ORIGINATING DEPARTMENT: Employee Relations</th>
<th>CONSENT AGENDA:</th>
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<td>PRESENTER:</td>
<td>Monica Siegle</td>
<td>ATTACHMENTS:</td>
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<td>PROJECT:</td>
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<td>TIME REQUESTED:</td>
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<tr>
<td>ACTION REQUESTED:</td>
<td>Approve Payroll Processing of Personnel Actions Indicated Below and Hereby Certified by the Employee Relations Director and the Appointing Authority to be in Compliance With the Provisions of Minnesota Statutes 375.56 – 375.71 and the Scott County Personnel System</td>
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<td>CONTRACT/POLICY/GRANT:</td>
<td>County Attorney Review</td>
<td>FISCAL:</td>
<td>Finance Review</td>
<td>Budget Change</td>
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<td>CONTRACT/POLICY/GRANT:</td>
<td>Risk Management Review</td>
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<td>ORGANIZATIONAL VALUES:</td>
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<td>ORGANIZATIONAL VALUES:</td>
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<td>Approved:</td>
<td>DISTRIBUTION/FILING INSTRUCTIONS:</td>
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<tr>
<td>Denied:</td>
<td>Monica Siegle, Employee Relations</td>
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<td>Tabled:</td>
<td>Other:</td>
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<td>Other:</td>
<td>Deputy Clerk:</td>
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**Background/Justification:**

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.

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.

Fiscal Impact:
N/A
Background/Justification:
The purpose of this agenda item is to present certificates of appreciation to former members of citizen advisory committees.

These individuals have contributed their time, talent, and expertise over a period of years to serve Scott County in an advisory capacity.

All Hazards Committee
Christopher Anderson
Danny Cronquist
Pat O’Lauglin
G. Crawford Wiestling
Community Development Agency Board of Commissioners
Ben Zweber

Extension Committee
Madison Deile
Lloyd Friske

Human Services Resource Council
Katie Karow
Karen Mord
Trish Timmons

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

Scott Watershed Management Organization Planning Commission
Patricia Mohn
Joe Thill

Fiscal Impact:
None
AGENDA #7.2
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: APRIL 2, 2019

ORIGINATING DIVISION: Office of Management and Budget
ORIGINATING DEPARTMENT:  
CONSENT AGENDA: □ Yes  ✔ No

PRESENTER: Cara Madsen - 8169
ATTACHMENTS: ✔ Yes  □ No

PROJECT:  
TIME REQUESTED: 10 minutes

ACTION REQUESTED: Adopt Resolution No. 2019-035; Proclaiming April 7 – 13, 2019 as Volunteer Recognition Week

CONTRACT/POLICY/GRANT: ✔ County Attorney Review  
Risk Management Review

FISCAL: □ Finance Review  
Budget Change

ORGANIZATIONAL VALUES:
☐ Stewardship: Ensuring the responsible and stable investment of taxpayer dollars and communicating its value to the public

☑ Partnership: Aligning existing resources, volunteers and programs to achieve shared goals

☐ Leadership: Anticipating changes and managing challenges based on reliable information and citizen input

☐ Commitment: Developing a high quality workforce that is dedicated to advancing a safe, healthy and livable community

☐ Customer Service: Creating a customer experience that is respectful, responsive and solution-oriented

☐ Innovation: Exploring and adopting new technologies and processes with the goal of improving service and reducing the long term cost of service delivery

DEPARTMENT/DIVISION HEAD SIGNATURE:  
COUNTY ADMINISTRATOR SIGNATURE:  

Approved:  
Denied:  
Tabled:  
Other:  

Deputy Clerk:  
Date:  

DISTRIBUTION/FILING INSTRUCTIONS:  

Background/Justification:
The purpose of this agenda item is to adopt Resolution No. 2019-035; Proclaiming April 7 – 13, 2019 as Volunteer Recognition Week.

The Scott County Board of Commissioners wishes to recognize the personal contributions of its citizen volunteers. Volunteers generously and readily step forward to volunteer at area libraries; bring self-help, faith based, and educational programs into the Scott County Jail; work with youth, families, and seniors in mentoring and other support roles; transport citizens; engage in civic action for local and County government by responding to emergencies and disasters; and serve on committees and advisory boards. Through the work of these volunteers, the quality of life is improved for all of Scott County’s citizens and equally important, these opportunities allow our volunteers to engage in local County government.

Fiscal Impact:  
None
RESOLUTION NO. 2019-035; PROCLAIMING APRIL 7 – 13, 2019
AS VOLUNTEER RECOGNITION WEEK

WHEREAS, over half of all Minnesotans engage in their communities, impact their neighborhoods, and enhance their world through a multitude of volunteer services; and

WHEREAS, through this selfless dedication, innumerable lives are changed – families restored, neighborhoods revitalized, and individuals reinvigorated – which, in turn, brings all communities together in the pursuit of the health, vitality, and sustainability of Scott County; and

WHEREAS, Scott County volunteers generously and readily step forward to volunteer at area libraries; bring self-help, faith based, and educational programs into the Scott County Jail; work with youth, families, and seniors in mentoring and other support roles; transport citizens; engage in civic action for local and County government by responding to emergencies and disasters; and serve on committees and advisory boards; and

WHEREAS, this level of involvement provides substantial savings and benefit to Scott County taxpayers and its citizens each year; and

WHEREAS, it is both fitting and proper to recognize our dedicated citizen volunteers who have demonstrated their commitment to the betterment of our community throughout the year.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Scott, Minnesota, that the week of April 7 - 13, 2019 is proclaimed Volunteer Recognition Week in Scott County.
**AGENDA #8.1**  
SCOTT COUNTY, MINNESOTA  
REQUEST FOR BOARD ACTION  
MEETING DATE: APRIL 2, 2019

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<td>PRESENTER:</td>
<td>Pam Selvig, Health and Human Services Director</td>
<td>☑ Yes ☑ No</td>
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<td>ACTION REQUESTED:</td>
<td>Receive an Informational Presentation on the 2017 Minnesota County Human Service Cost Report</td>
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<td>CONTRACT/POLICY/GRANT:</td>
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<td>☑ Commitment: Developing a high quality workforce that is dedicated to advancing a safe, healthy and livable community</td>
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<td>☑ Customer Service: Creating a customer experience that is respectful, responsive and solution-oriented</td>
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<td>☑ Innovation: Exploring and adopting new technologies and processes with the goal of improving service and reducing the long term cost of service delivery</td>
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<td>Pam Selvig</td>
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Deputy Clerk:  
Date:

**Background/Justification:**

The purpose of this agenda item is to receive an informational presentation on the 2017 Minnesota County Human Service Cost Report.

The Cost Report is an annual calendar year report published by the Minnesota Department of Human Services (DHS). The purpose 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. Services are divided between support, health, and social service programs. The data in the Cost Report is helpful in comparing Scott County per capita total cost and County per capita costs to other counties within Minnesota.

Click [here](#) to view the Cost Report.
Fiscal Impact:
No fiscal impact, informational presentation only
## AGENDA #8.2
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: APRIL 2, 2019

<table>
<thead>
<tr>
<th>ORIGINATING DIVISION:</th>
<th>OMB Budget &amp; Strategic Planning</th>
<th>CONSENT AGENDA:</th>
<th>✓ Yes  □ No</th>
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<tbody>
<tr>
<td>ORIGINATING DEPARTMENT:</td>
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<td>ATTACHMENTS:</td>
<td>✓ Yes  □ No</td>
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| PRESENTER:            | Danny Lenz  
Chief Financial Officer | TIME REQUESTED:  | 15 minutes |
| PROJECT:              | Building Project               | ACTION REQUESTED: | 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 |
| CONTRACT/POLICY/GRANT: | County Attorney Review  
Risk Management Review | FISCAL:          | Finance Review |
|                       |                                |                 | ✓ Budget Change |

### ORGANIZATIONAL VALUES:

- ✓ Stewardship: Ensuring the responsible and stable investment of taxpayer dollars and communicating its value to the public
- □ Partnership: Aligning existing resources, volunteers and programs to achieve shared goals
- □ Leadership: Anticipating changes and managing challenges based on reliable information and citizen input
- □ Commitment: Developing a high quality workforce that is dedicated to advancing a safe, healthy and livable community
- □ Customer Service: Creating a customer experience that is respectful, responsive and solution-oriented
- □ Innovation: Exploring and adopting new technologies and processes with the goal of improving service and reducing the long term cost of service delivery

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<td>Other:</td>
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**Deputy Clerk:**

**Date:**

### Background/Justification:

The purpose of this agenda item is 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.

Resolution No. 2019-045 awards the sale and authorizes the issuance of the bonds to the purchaser offering the most favorable terms for the Bonds, and levies a tax to pay debt service on the bonds. Bids will be received and reviewed on Monday, April 1, and a recommendation will be made to the Commissioners at the Board meeting on Tuesday, April 2.

**Fiscal Impact:**
Estimated principal and interest payments average $5,238,192 over the term of the bonds, based on an average coupon rate of 3.700%.

The new debt has been included in the County’s financial planning forecast, and is not expected to impact the property tax levy.
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

BE IT RESOLVED By the Board of Commissioners (the “Board”) of Scott County, Minnesota (the “County”) as follows:

Section 1. Background; Findings.

1.01. Authorization. Pursuant to a resolution adopted by the Board on February 19, 2019, the County authorized the sale of its General Obligation Capital Improvement Plan and Refunding Bonds, Series 2019A (the “Bonds”), pursuant to Minnesota Statutes, Chapter 475, as amended, including Section 475.67, subdivision 3, and Minnesota Statutes, Section 373.40, as amended (collectively, the “Act”), in order to (i) provide for the undertaking of certain capital improvements described in the County’s Five-Year Capital Improvement Plan – 2019 through 2023, including but not limited to the renovation of the County Justice Center, construction of additional buildings on the campus of the County Government Center, renovation of the County Government Center, and construction of a building for equipment storage (collectively, the “Capital Improvements”); and (ii) redeem and prepay the County’s Taxable General Obligation Capital Improvement Plan Bonds, Series 2009A (Build America Bonds – Direct Pay) (the “Refunded Bonds”), issued on November 18, 2009, pursuant to the Act, in the original aggregate principal amount of $16,800,000, the proceeds of which were used to finance various road, bridge, and energy projects in the County (the “Prior Capital Improvements”).

1.02. Award to the Purchaser and Interest Rates. A tabulation of proposals received for the purchase of the Bonds is attached hereto as EXHIBIT A. The proposal of _________________________ (the “Purchaser”) to purchase the Bonds described in the Terms of Proposal thereof is hereby found and determined to be a reasonable offer and is hereby accepted, the proposal being to purchase the Bonds at a price of $_____________ (par amount of $78,660,000, [plus original issue premium of $____________,] [less original issue discount of $_________], less underwriter’s discount of $_____________), plus accrued interest, if any, to date of delivery for Bonds bearing interest as follows:
## True interest cost: ________________%

1.03. **Purchase Contract.** The sum of $___________, being the amount proposed by the Purchaser in excess of $78,660,000, shall be credited to the Debt Service Fund hereinafter created or deposited in the Construction Fund hereinafter created or the Redemption Fund hereinafter created, as determined by the County Administrator of the County in consultation with the County's municipal advisor. The County Administrator is directed to deposit the good faith check or deposit of the Purchaser, pending completion of the sale of the Bonds, and to return the good faith deposits of the unsuccessful proposers. The Chair and County Administrator are directed to execute a contract with the Purchaser on behalf of the County.

1.04. **Terms and Principal Amounts of Bonds.** The County will forthwith issue and sell the Bonds to the Purchaser pursuant to the Act in the total principal amount of $78,660,000. The Bonds will be originally dated May 2, 2019, issued in the denomination of $5,000 each or any integral multiple thereof, numbered No. R-1 upward, bearing interest as above set forth and maturing serially on December 1 in the years and amounts as follows:

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<th>Year</th>
<th>Amount</th>
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(a) $70,740,000 in principal amount of the Bonds (the “CIP Bonds”), maturing in the amounts and on December 1 of the years set forth below, will be used to finance the Capital Improvements:

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(b) The remainder of the Bonds in the principal amount of $7,920,000 (the “Refunding Bonds”), maturing in the amounts and on December 1 of the years set forth below, are being issued to redeem and prepay the outstanding principal amount of the Refunded Bonds and thereby refinance the Prior Capital Improvements:

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<th>Year</th>
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1.05. Optional Redemption. The County may elect on December 1, 2028, and on any day thereafter to prepay the Bonds due on or after December 1, 2029. Redemption may be in whole or in part and if in part, at the option of the County and in such manner as the County will determine. If less than all Bonds of a maturity are called for redemption, the County will notify DTC (as defined in Section 8 hereof) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant’s interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

[to be completed if term bonds are requested: 1.06. Mandatory Redemption; Term Bonds. The Bonds maturing on December 1, 20___ and December 1, 20___ shall hereinafter be referred to collectively as the “Term Bonds.” The principal amount of the Term Bonds subject to mandatory sinking fund redemption on any date may be reduced through earlier optional redemptions, with any partial redemptions of the Term Bonds credited against future mandatory sinking fund redemptions of such Term Bonds in such order as the County shall determine. The Term Bonds are subject to mandatory sinking fund redemption and shall be redeemed in part at par plus accrued interest on December 1 of the following years and in the principal amounts as follows:]
Sinking Fund Installment Date | Principal Amount
--- | ---
December 1, 20___ Bond | $

* Maturity

December 1, 20___ Bond | $

* Maturity

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of a Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates: Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on June 1 and December 1 of each year, commencing December 1, 2019, to the registered owners of record thereof as of the close of business on the fifteenth day of the immediately preceding month, whether or not that day is a business day.

2.03. Registration. The County will appoint a bond registrar, transfer agent, authenticating agent and paying agent (the "Registrar"). The effect of registration and the rights and duties of the County and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of the Bonds and the registration of transfers of the Bonds entitled to be registered or transferred.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an agent duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, a new Bond of a like principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.
(c) **Exchange of Bonds.** When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner’s agent in writing.

(d) **Cancellation.** The Bond surrendered upon transfer will be promptly cancelled by the Registrar and thereafter disposed of.

(e) **Improper or Unauthorized Transfer.** When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) **Persons Deemed Owners.** The County and the Registrar may treat the person in whose name the Bond is registered in the bond register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes and payments so made to the registered owner or upon the owner’s order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) **Taxes, Fees and Charges.** The Registrar may impose a charge upon the owner thereof for a transfer of the Bond, sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer.

(h) **Mutilated, Lost, Stolen or Destroyed Bond.** If the Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for a Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it and as provided by law, in which both the County and the Registrar must be named as obligees. The Bond so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the County. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) **Redemption.** In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) in accordance with the requirements of DTC (as of the date of this resolution, not more than sixty (60) and not less than twenty (20) days prior to the date fixed for redemption) to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.
2.04. Appointment of Initial Registrar. The Board appoints Wells Fargo Bank, National Association, Minneapolis, Minnesota, as the initial Registrar. The Chair and the County Administrator are authorized to execute and deliver, on behalf of the County, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar. The County agrees to pay the reasonable and customary charges of the Registrar for the services performed. The County reserves the right to remove the Registrar upon thirty (30) days’ notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of this Board, the County Administrator or a designee must transmit to the Registrar monies sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the County Administrator and executed on behalf of the County by the signatures of the Chair and the County Administrator, provided that those signatures may be printed, engraved or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of a Bond, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds have been so prepared, executed and authenticated, the County Administrator will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

Section 3. Form of Bond.

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form as attached hereto as EXHIBIT B.

3.02. Approving Legal Opinion. The County Administrator is directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, and to cause the opinion to be printed on or accompany each Bond.
Section 4. Payment; Security; Pledges and Covenants.

4.01. Debt Service Fund. The Bonds are payable from the General Obligation Capital Improvement Plan and Refunding Bonds, Series 2019A Debt Service Fund (the “Debt Service Fund”) hereby created. The Debt Service Fund shall be administered by the County Auditor as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the County. To the Debt Service Fund, there is hereby pledged and irrevocably appropriated and there will be credited: (i) ad valorem taxes herein levied for the payment of the CIP Bonds; (ii) ad valorem taxes herein levied for the payment of the Refunding Bonds; (iii) capitalized interest financed with proceeds of the CIP Bonds, if any; (iv) amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof; and (v) any and all other moneys which are properly available and are appropriated by the Board to the Debt Service Fund.

4.02. Construction Fund. The County hereby creates the General Obligation Capital Improvement Plan and Refunding Bonds, Series 2019A Construction Fund (the “Construction Fund”). Proceeds of the CIP Bonds, less the appropriations made in Section 4.01 hereof and costs of issuance of the CIP Bonds, together with any other funds appropriated for the Capital Improvements, will be deposited in the Construction Fund to be used solely to defray expenses of the Capital Improvements. When the Capital Improvements financed with the proceeds of the CIP Bonds are completed and the cost thereof paid, the Construction Fund is to be closed and any balance therein shall be deposited in the Debt Service Fund.

4.03. Redemption Fund. The County hereby creates the General Obligation Capital Improvement Plan and Refunding Bonds, Series 2019A Redemp­tion Fund (the “Redemption Fund”). All proceeds of the Refunding Bonds, less the appropriations made in Section 4.01 hereof and the costs of issuance of the Refunding Bonds, will be deposited in the Redemption Fund to be used solely to redeem and prepay the Refunded Bonds on June 5, 2019 (the “Redemption Date”). Any balance remaining in the Redemption Fund after the redemption of the Refunded Bonds on the Redemption Date shall be deposited in the Debt Service Fund herein created for the Bonds.

4.04. Prior Debt Service Account. The debt service account heretofore established for the Refunded Bonds pursuant to the resolution providing for the issuance and sale of the Refunded Bonds (the “Prior Resolution”) shall be closed following the redemption of the Refunded Bonds on the Redemption Date, and all monies therein shall be transferred to the Debt Service Fund herein created.

4.05. Cancellation of Prior Levies after Redemption Date. Following the payment in full of all outstanding principal of and interest on the Refunded Bonds on the Redemption Date, the County Administrator is hereby directed to certify such fact to and request the County Auditor to cancel any and all tax levies made for the Refunded Bonds pursuant to the Prior Resolution.

4.06. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the County will be and are hereby irrevocably pledged. If the balance in the Debt Service Fund is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the County which are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.
4.07. **Pledge of Taxes.** For the purpose of paying the principal of and interest on the Bonds, there is levied a direct annual irrepealable ad valorem tax upon all of the taxable property in the County to be spread upon the tax rolls and collected with and as part of other general taxes of the County (the “Taxes”). The Taxes will be credited to the Debt Service Fund above provided and will be in the years and amounts as described on EXHIBIT C attached hereto.

4.08. **Certification to County Auditor as to Debt Service Fund Amount.** It is determined that the estimated collection of the foregoing Taxes will produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the Bonds. The tax levy herein provided will be irrepealable until the Bonds are paid, provided that at the time the County makes its annual tax levies the County Administrator may certify to the County Auditor the amount available in the Debt Service Fund to pay principal and interest due during the ensuing year, and the County Auditor will thereupon reduce the levy collectible during such year by the amount so certified.

4.09. **Certificate of County Auditor as to Registration.** The County Administrator is authorized and directed to file a certified copy of this resolution with the County Auditor and to obtain the certificate required by Section 475.63 of the Act.

Section 5. **Refunding of Refunded Bonds; Findings; Redemption of Refunded Bonds.**

5.01. **Purpose of Refunding.** The Refunded Bonds will be called for redemption on the Redemption Date in the principal amount of $9,170,000. It is hereby found and determined that based upon information presently available from the County's municipal advisor, the issuance of the Bonds, a portion of which will be used to redeem and prepay the Refunded Bonds, is consistent with covenants made with the holders of the Refunded Bonds and is necessary and desirable for the reduction of debt service costs to the County and for the extension or adjustment of maturities in relation to the resources available for their payment.

5.02. **Application of Proceeds of Bonds.** It is hereby found and determined that the proceeds of the Bonds deposited in the Redemption Fund will be sufficient to prepay all of the principal of, interest on and redemption premium (if any) on the Refunded Bonds.

5.03. **Redemption; Date of Redemption; Notice of Call for Redemption.** The Refunded Bonds maturing after the Redemption Date will be redeemed and prepaid on the Redemption Date. The Refunded Bonds will be redeemed and prepaid in accordance with their terms and in accordance with the terms and conditions set forth in the form of Notice of Call for Redemption attached hereto as EXHIBIT D, which terms and conditions are hereby approved and incorporated herein by reference. The registrar for the Refunded Bonds is authorized and directed to send a copy of the Notice of Call for Redemption to each registered holder of the Refunded Bonds at least thirty (30) days prior to the Redemption Date.
Section 6. Authentication of Transcript.

6.01. County Proceedings and Records. The officers of the County are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds certified copies of proceedings and records of the County relating to the Bonds and to the financial condition and affairs of the County, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, may be deemed representations of the County as to the facts stated therein.

6.02. Certification as to Official Statement. The Chair and the County Administrator are authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

6.03. Other Certificates. The Chair and the County Administrator are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the County or incumbency of its officers, at the closing the Chair and the County Administrator shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the County Administrator shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

6.04. Paying Agent and Registrar Agreement. The Chair and the County Administrator are hereby authorized and directed to execute and deliver the Paying Agent and Registrar Agreement between the County and the Registrar in substantially the form now on file with the County, subject to such modifications as the Chair and the County Administrator may deem appropriate, the execution thereof to constitute conclusive evidence of their approval of any and all modifications therein.

Section 7. Tax Covenants.

7.01. Tax-Exempt Bonds. The County covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the “Code”), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

7.02. Rebate. The County will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States, unless the Bonds qualify for a spending exception under the Code and related Treasury Regulations.
7.03. **Not Private Activity Bonds.** The County further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code.

7.04. **Not Qualified Tax-Exempt Obligations.** The Bonds are not designated as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code.

7.05. **Procedural Requirements.** The County will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.

Section 8. **Book-Entry System; Limited Obligation of County.**

8.01. **DTC.** The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.04 hereof. Upon initial issuance, the ownership of the Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (“DTC”). Except as provided in this Section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

8.02. **Participants.** With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the County, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar), of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of the Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The County, the Registrar and the Paying Agent may treat and consider the person in whose name the Bonds are registered in the registration books kept by the Registrar as the holder and absolute owner of the Bonds for the purpose of payment of principal, premium, if any, and interest with respect to such Bonds, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the County’s obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of the Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the Finance Director of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words “Cede & Co.” will refer to such new nominee of DTC; and upon receipt of such a notice, the Finance Director will promptly deliver a copy of the same to the Registrar and Paying Agent.
8.03. **Representation Letter.** The County has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the “Representation Letter”) which will govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the County with respect to the Bonds will agree to take all action necessary for all representations of the County in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

8.04. **Transfers Outside Book-Entry System.** In the event the County, by resolution of the Board, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the County will notify DTC, whereupon DTC will notify the Participants of the availability through DTC of Bond certificates. In such event the County will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the County will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

8.05. **Payments to Cede & Co.** Notwithstanding any other provision of this resolution to the contrary, so long as the Bonds are registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds will be made and given, respectively, in the manner provided in DTC’s Operational Arrangements, as set forth in the Representation Letter.

Section 9. **Continuing Disclosure.**

9.01. **Execution of Continuing Disclosure Certificate.** “Continuing Disclosure Certificate” means that certain Continuing Disclosure Certificate executed by the Chair and the County Administrator and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

9.02. **County Compliance with Provisions of Continuing Disclosure Certificate.** The County covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this resolution, failure of the County to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the County to comply with its obligations under this Section.

Section 10. **Defeasance.** When all Bonds and all interest thereon have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the County for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The County may discharge all Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.
BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA

Date: April 2, 2019
Resolution No.: 2019-045

Motion by Commissioner: 
Seconded by Commissioner: 

<table>
<thead>
<tr>
<th>COMMISSIONERS</th>
<th>VOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weckman Brekke</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Wolf</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Beard</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Beer</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Ulrich</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
</tbody>
</table>

State of Minnesota)  
County of Scott  

I, Lezlie Vermillion, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 2nd day of April, 2019 now on file in my office, and have found the same to be a true and correct copy thereof.
Witness my hand and official seal at Shakopee, Minnesota, this 2nd day of April, 2019.

County Administrator

Administrator's Designee
EXHIBIT B
FORM OF BOND

No. R-__ $_______

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF SCOTT

GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN AND REFUNDING BOND
SERIES 2019A

Rate  Maturity  Date of Original Issue  CUSIP

December 1, 20__  May 2, 2019

Registered Owner:  Cede & Co.

Scott County, Minnesota, a duly organized and existing body politic and corporate and political subdivision of the State of Minnesota (the “County”), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the principal sum of $__________ on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above (calculated on the basis of a 360 day year of twelve 30 day months), payable June 1 and December 1 in each year, commencing December 1, 2019, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by Wells Fargo Bank, National Association, Minneapolis, Minnesota, as Bond Registrar, Paying Agent, Transfer Agent and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the County have been and are hereby irrevocably pledged.

The County may elect on December 1, 2028, and on any day thereafter to prepay Bonds due on or after December 1, 2029. Redemption may be in whole or in part and if in part, at the option of the County and in such manner as the County will determine. If less than all Bonds of a maturity are called for redemption, the County will notify The Depository Trust Company (“DTC”) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant’s interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

This Bond is one of an issue in the aggregate principal amount of $78,660,000 all of like original issue date and tenor, except as to number, maturity date, redemption privilege, and interest rate, all issued pursuant to a resolution adopted by the Board of Commissioners of the County (the “Board”) on April 2, 2019 (the “Resolution”), for the purpose of providing money to defray the expenses incurred and to be incurred in making certain capital improvements and refunding certain outstanding general obligations of the County, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapter 475, as amended, including Section 475.67, subdivision 3, and Minnesota Statutes, Section 373.40, as amended. The principal hereof and interest hereon are payable from ad valorem taxes, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the County are irrevocably pledged for payment of this Bond and the Board has obligated itself to levy additional ad valorem taxes on all taxable property in the County in the event of any deficiency in taxes pledged, which additional taxes may be levied without limitation as to rate or amount. The Bond of this
series is issued only as a fully registered Bond in the denominations of $5,000 or any integral multiple thereof of single maturities.

This Bond is not a “qualified tax-exempt obligation” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the County at the principal office of the Registrar, by the registered owner hereof in person or by the owner’s agent duly authorized in writing, upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner’s agent. Upon such transfer the County will cause a new Bond to be issued in the name of the transferee or registered owner, of the same principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer.

The County and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the County nor the Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota, to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the County in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the County to exceed any statutory limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, Scott County, Minnesota, by its Board of Commissioners, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Chair and the County Administrator and has caused this Bond to be dated as of the date set forth below.

Dated: May 2, 2019

SCOTT COUNTY, MINNESOTA

__________________________________  __________________________________
Chair  County Administrator

__________________________________
CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

WELLS FARGO BANK, NATIONAL ASSOCIATION

By ________________________________________________
Authorized Representative

_________________________________________________

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM -- as tenants in common

TEN ENT -- as tenants by entireties

JT TEN -- as joint tenants with right of survivorship and not as tenants in common

UNIF GIFT MIN ACT

_______ Custodian ________ (Cust) (Minor)
under Uniform Gifts or Transfers to Minors Act, State of _______________

Additional abbreviations may also be used though not in the above list.

_________________________________________________

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _________________________ agent to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: ________________________________ ________________________________

Notice: The assignor’s signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

_________________________________________________

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program (“STAMP”), the Stock Exchange Medallion Program (“SEMP”), the New York Stock Exchange, Inc. Medallion Signatures Program (“MSP”) or other such “signature guarantee program” as may be determined by the Registrar in addition to, or in substitution for, STAMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.
The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:  __________________________________________

 __________________________________________

(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

________________________________________

________________________________________

PROVISIONS AS TO REGISTRATION

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

Date of Registration  Registered Owner  Signature of Officer of Registrar

________________________________________  Cede & Co.  Federal ID #13-2555119  __________________________

## Tax Levy Schedules

### Tax Levy Schedule for the CIP Bonds

<table>
<thead>
<tr>
<th>YEAR *</th>
<th>TAX LEVY</th>
</tr>
</thead>
<tbody>
<tr>
<td>2027</td>
<td>$</td>
</tr>
<tr>
<td>2028</td>
<td></td>
</tr>
<tr>
<td>2029</td>
<td></td>
</tr>
<tr>
<td>2030</td>
<td></td>
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<tr>
<td>2031</td>
<td></td>
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<tr>
<td>2032</td>
<td></td>
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<tr>
<td>2033</td>
<td></td>
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<tr>
<td>2034</td>
<td></td>
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<tr>
<td>2035</td>
<td></td>
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<tr>
<td>2036</td>
<td></td>
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<tr>
<td>2037</td>
<td></td>
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<tr>
<td>2038</td>
<td></td>
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<td>2039</td>
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<td>2040</td>
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<td>2041</td>
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<tr>
<td>2042</td>
<td></td>
</tr>
<tr>
<td>2043</td>
<td></td>
</tr>
</tbody>
</table>

* Year tax levy collected.

### Tax Levy Schedule for the Refunding Bonds

<table>
<thead>
<tr>
<th>YEAR *</th>
<th>TAX LEVY</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021</td>
<td>$</td>
</tr>
<tr>
<td>2022</td>
<td></td>
</tr>
<tr>
<td>2023</td>
<td></td>
</tr>
<tr>
<td>2024</td>
<td></td>
</tr>
<tr>
<td>2025</td>
<td></td>
</tr>
<tr>
<td>2026</td>
<td></td>
</tr>
<tr>
<td>2027</td>
<td></td>
</tr>
</tbody>
</table>

* Year tax levy collected.
EXHIBIT D

NOTICE OF CALL FOR REDEMPTION

$16,800,000
SCOTT COUNTY, MINNESOTA
TAXABLE GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS
SERIES 2009A
(BUILD AMERICA BONDS – DIRECT PAY)

NOTICE IS HEREBY GIVEN that, by order of the Board of Commissioners of Scott County, Minnesota (the “County”), there have been called for redemption and prepayment on

June 5, 2019

all outstanding bonds of the County designated as Taxable General Obligation Capital Improvement Plan Bonds, Series 2009A (Build America Bonds – Direct Pay), dated November 18, 2009, having stated maturity dates of December 1 in the years 2019 through 2026, both inclusive, totaling $9,170,000 in principal amount, and with the following CUSIP numbers:

<table>
<thead>
<tr>
<th>Year of Maturity</th>
<th>Amount</th>
<th>CUSIP Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>$1,065,000</td>
<td>809554 ND6</td>
</tr>
<tr>
<td>2020</td>
<td>1,095,000</td>
<td>809554 NE4</td>
</tr>
<tr>
<td>2021</td>
<td>1,130,000</td>
<td>809554 NF1</td>
</tr>
<tr>
<td>2022</td>
<td>1,160,000</td>
<td>809554 NG9</td>
</tr>
<tr>
<td>2023</td>
<td>1,195,000</td>
<td>809554 NH7</td>
</tr>
<tr>
<td>2024</td>
<td>1,235,000</td>
<td>809554 NJ3</td>
</tr>
<tr>
<td>2025</td>
<td>1,125,000</td>
<td>809554 NK0</td>
</tr>
<tr>
<td>2026</td>
<td>1,165,000</td>
<td>809554 NL8</td>
</tr>
</tbody>
</table>

The bonds are being called at a price of par plus accrued interest to June 5, 2019, on which date all interest on said bonds will cease to accrue. Holders of the Bonds hereby called for redemption are requested to present their bonds for payment at the office of Wells Fargo Bank, National Association, as registrar and paying agent, in the City of Minneapolis, Minnesota, on or before June 5, 2019:

Registered/Certified Mail:  Wells Fargo Bank, N.A. Corporate Trust Operations P.O. Box 1517 Minneapolis, MN 55480-1517

Air Courier:  Wells Fargo Bank, N.A. Corporate Trust Operations 600 S 4th St, 7th Floor Minneapolis, MN 55415

In Person:  Wells Fargo Bank, N.A. Northstar East Building 608 2nd Ave. So., 12th Fl. Minneapolis, MN

IMPORTANT INFORMATION REGARDING TAX CERTIFICATION AND POTENTIAL WITHHOLDING:

Pursuant to U.S. federal tax laws, you have a duty to provide the applicable type of tax certification form issued by the U.S. Internal Revenue Service ("IRS") to Wells Fargo Bank, N.A. Corporate Trust Services to ensure payments are reported accurately to you and to the IRS. In order to permit accurate withholding (or to prevent withholding), a complete and valid tax certification form must be received by Wells Fargo Bank, N.A. Corporate Trust Services before payment of the redemption proceeds is made to you. Failure to timely provide a valid tax
certification form as required will result in the maximum amount of U.S. withholding tax being deducted from any redemption payment that is made to you.

Dated: ________________, 20__.

BY ORDER OF THE BOARD OF COMMISSIONERS OF SCOTT COUNTY, MINNESOTA

By: /s/ Lezlie Vermillion
County Administrator
Scott County, Minnesota
STATE OF MINNESOTA  
COUNTY OF SCOTT  

CERTIFICATE OF COUNTY AUDITOR AS TO  
TAX LEVY AND REGISTRATION  

I, the undersigned County Auditor of Scott County, Minnesota, certify that a resolution adopted by the Board of Commissioners of Scott County, Minnesota (the “County”), on April 2, 2019, levying taxes for the County’s General Obligation Capital Improvement Plan and Refunding Bonds, Series 2019A, in the amount of $78,660,000, dated May 2, 2019, has been filed in my office and said obligations have been registered on the register of obligations in my office and that such tax has been levied as required by law.

WITNESS my hand and official seal this ____ day of _____________, 2019.

COUNTY AUDITOR,  
SCOTT COUNTY, MINNESOTA  

By ________________________________  
Its ________________________________  
(SEAL)
### Background/Justification:
The purpose of this agenda item is 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.

### Project Study:
The County conducted a work space study during 2016 and 2017 to look at present and future space needs for visitors, customers and employees. This study identified five County-owned buildings currently struggling with space and future needs. There are immediate needs for court room construction, mental health
center renovations, and warm storage space at the Central Shop in Spring Lake Township. A final report, which included recommendations, was submitted in September of 2017. The final report recommended consolidating many services to the Government Center Campus in downtown Shakopee with a new building to provide adequate space for the next 22 years and improve culture, reduce travel, and avoid continued shuffling of staff between distant locations which increases operational costs.

**Project Design:** In January of 2018 Wold Architects and Engineers was selected to complete the design of the new building (Government Center II), and remodels of the Justice Center and Government Center I as well as the Central Shop Warm Storage Facility.

**Construction Management:** In April of 2018, Kraus-Anderson Construction Company was selected to provide construction management services associated with the Government Center Campus Project.

The Government Center Campus Project is to construct a new 122,000 square foot building adjacent to the Justice Center and Government Center I, the demolition of the Conference Center and adjacent home, the construction of a new parking lot where the Conference Center and home once stood, the expansion of a parking lot north of the Law Enforcement Center that would include the installation of storm water pretreatment and infiltration infrastructure in partnership with the City of Shakopee, and the surface overlay of a nearby church parking lot and Parking Lot A.

As part of the new building construction project, Bid Package #1 is for the site demolition and preparation for the Campus Project, and includes earthwork and excavation, and improvements to the surrounding parking lots.

Nineteen bids for the combined projects were received on Thursday, March 7, 2019. It is recommended that work scopes for fire suppression and electrical work be rejected as fire suppression received no bids, and the electrical bids received had been incomplete. These two projects will be quoted separately.

**Lowest Responsible Bids**

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Projects</th>
<th>Base/Alternate Bid</th>
<th>Total Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Falcon Mechanical, Inc.</td>
<td>Plumbing</td>
<td>Base</td>
<td>$49,857.00</td>
</tr>
<tr>
<td>Falcon Mechanical, Inc.</td>
<td>HVAC</td>
<td>Base</td>
<td>$142,000.00</td>
</tr>
<tr>
<td>Rachel Contracting, Inc.</td>
<td>Site Clearing, Earthwork, and Site Utilities</td>
<td>Base/Alternate #1</td>
<td>$2,613,482.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Alternate #1</td>
<td>$353,146.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>**Alternate #2</td>
<td>$218,096.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>$3,184,724.00</td>
</tr>
<tr>
<td>Bituminous Roadways, Inc.</td>
<td>Asphalt Paving</td>
<td>Base</td>
<td>$432,350.00</td>
</tr>
<tr>
<td>Curb Masters, Inc.</td>
<td>Site Concrete</td>
<td>Base</td>
<td>$237,300.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Alternate #1</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>**Alternate #2</td>
<td>$1,890.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>$239,190.00</td>
</tr>
<tr>
<td>City of Shakopee Total</td>
<td></td>
<td></td>
<td>$219,986.00</td>
</tr>
<tr>
<td>Scott County Total</td>
<td></td>
<td></td>
<td>$3,828,135.00</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$4,048,121.00</strong></td>
</tr>
</tbody>
</table>

**The City of Shakopee informed Scott County Administration on March 27, 2019 that they would be opting out of the proposed alternate #2 (costs noted in the above table/description noted below).**

The City of Shakopee had requested that alternate #2 be bid out with the larger County project, as a joint effort/partnership. Alternate #2 was aimed at improving the existing storm water system; ultimately improving the overall water quality leading into the river.

Click [here](#) to see all bids received. The above bids represent the lowest responsible bidders. The contract amount will be for $4,048,121.00.
The Engineer’s estimate for this package was $3,633,145.00.

This is the first of two bid packages for this building. Staff anticipates with the second bid to be able to make up the $415,000.00 difference. We have also worked to identify additional cost savings in the bid packages for the Justice Center and Government Center renovations.

Bid Package 1 is part of the total new building construction project costs estimated in the CIP at $44,488,111.

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>$ 1,405,000</td>
</tr>
<tr>
<td>2019</td>
<td>$14,353,087</td>
</tr>
<tr>
<td>2020</td>
<td>$24,866,891</td>
</tr>
<tr>
<td>2021</td>
<td>$ 3,863,133</td>
</tr>
<tr>
<td>Total</td>
<td>$44,488,111</td>
</tr>
</tbody>
</table>

**Fiscal Impact:**
The new building construction budget of $44,488,111, is included in the Capital Improvement Program. 2018 expenses will be reimbursed with the bond proceeds received in 2019.
RESOLUTION NO. 2019-046; AUTHORIZING GOVERNMENT CENTER II BID PACKAGE NO. 1 CONTRACT AWARDS FOR THE GOVERNMENT CENTER CAMPUS PROJECT

WHEREAS, the project is to construct a new 122,000 square foot building on the Government Center Campus to accommodate current and future space needs; and

WHEREAS, nineteen bids for the combined projects were received on Thursday, March 7, 2019; and

Lowest Responsible Bids

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Projects</th>
<th>Base/Alternate Bid</th>
<th>Total Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Falcon Mechanical, Inc.</td>
<td>Plumbing</td>
<td>Base</td>
<td>$ 49,857.00</td>
</tr>
<tr>
<td>Falcon Mechanical, Inc.</td>
<td>HVAC</td>
<td>Base</td>
<td>$ 142,000.00</td>
</tr>
<tr>
<td>Rachel Contracting, Inc.</td>
<td>Site Clearing, Earthwork, and Site Utilities</td>
<td>Base Alternate #1</td>
<td>$2,613,482.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$353,146.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>$2,966,628.00</td>
</tr>
<tr>
<td>Bituminous Roadways, Inc.</td>
<td>Asphalt Paving</td>
<td>Base</td>
<td>$ 432,350.00</td>
</tr>
<tr>
<td>Curb Masters, Inc.</td>
<td>Site Concrete</td>
<td>Base Alternate #1</td>
<td>$237,300.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>$237,300.00</td>
</tr>
</tbody>
</table>

GRAND TOTAL: $3,828,135.00

WHEREAS, the above bids represent the lowest responsible bidders; and

WHEREAS, the new building construction budget of $44,488,111.00 is included in the Capital Improvement Program; and

WHEREAS, 2018 expenses will be reimbursed with the bond proceeds received in 2019.

NOW THEREFORE BE IT RESOLVED that the Scott County Board of Commissioners hereby authorizes the Chairperson of the Board to authorize Government Center II Bid Package No. 1 Contract Awards, and rejection of the Fire Suppression and Electrical works scopes, for the Government Center Campus project, subject to approval by the County Attorney’s Office as to form.

COMMISSIONERS

<table>
<thead>
<tr>
<th></th>
<th>VOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weckman Brekke</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Wolf</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Beard</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Beer</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
<tr>
<td>Ulrich</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
</tr>
</tbody>
</table>

I, Lezlie A. Vermillion, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 2nd day of April, 2019 now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Shakopee, Minnesota, this 2nd day of April, 2019

County Administrator

Administrator's Designee