



**AGENDA
SCOTT COUNTY
BOARD OF COMMISSIONERS
SHAKOPEE, MINNESOTA
JULY 21, 2020**

9:00 a.m.

- (1) **CONVENE COUNTY BOARD**
- (2) **AMENDMENTS TO THE AGENDA**
- (3) **APPROVE MINUTES OF [JULY 7, 2020](#) 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) **CONSENT AGENDA**
Collaboration: We will work with partners - communities, schools, faith groups, private business, and non-profit agencies - to see that services are not duplicated but rather are complimentary, aligned, and provided by the partners who can deliver the service most effectively
 - [5.1](#) Approve the Reappointment of Jean Gramling of Commissioner District 2 to an At-Large Position on the Personnel Board of Appeals *(No fiscal impact)*
 - [5.2](#) Approve the Mobile Clinic COVID-19 Testing Plan on a Reimbursable Basis From the State Emergency Operation Center and Minnesota Department of Health *(No fiscal impact)*
 - [5.3](#) Adopt Resolution No. 2020-106; Authorizing Entering Into Agreement No. 1044268 With the State of Minnesota Department of Transportation Designating a Portion of County Highway 8 as Trunk Highway 282 Detour Route in 2021 *(No fiscal impact)*
 - [5.4](#) Adopt Resolution No. 2020-107; Acknowledging Receipt and Acceptance of Gifts to Scott County *(No fiscal impact)*
Communication: We will always be clear about what we're doing and why we're doing it
 - [5.5](#) Set a Public Hearing Date of August 18, 2020 at 10:30 a.m. to Consider Adoption of Scott County Public Health Nuisance Ordinance No. 31 *(No fiscal impact)*
 - [5.6](#) Set a Public Hearing Date of August 18, 2020 at 10:30 a.m. to Consider Amendments to Scott County Subsurface Sewage Treatment System (SSTS) Ordinance No. 4 *(No fiscal impact)*
 - [5.7](#) Set a Public Hearing Date of September 9, 2020 at 7:00 p.m. at the Jackson Town Hall to Consider the Turnback of Mobile Manor Drive in Jackson Township *(No fiscal impact)*
Customer Service: We will deliver government services in a respectful, responsive, and solution-oriented manner
 - [5.8](#) Approve the Request to Grant a 60-Day Extension to Crescent Curve LLC (Applicant and Property Owner) to Record the Final Plat of Crescent Curve Located in Section 34 of Credit River Township *(No fiscal impact)*
 - [5.9](#) Approve Payroll Process of Personnel Actions *(No fiscal impact)*

CONSENT AGENDA CONTINUED:

Stewardship: We will work proactively to make investments, guided by resident input, which will transform lives, communities, and government

[5.10](#) Adopt Resolution No. 2020-108; Authorizing the Submittal of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant Application for \$108,479.69 to the Minnesota Secretary of State in Order to Receive CARES Act Funding to Prevent, Prepare for, and Respond to the Coronavirus Pandemic for the 2020 Elections Cycle *(No fiscal impact)*

[5.11](#) Adopt Resolution No. 2020-109; Requesting Approval of the Basic Sale Price, Approval of a Private Land Sale to Adjacent Landowners, and Establish the Date of the Private sale of a Tax Forfeited Parcel of Property *(No fiscal impact)*

[5.12](#) Approve Amendment No. 2 to the Contract With Goosebusters, Inc. in the Amount of \$122,000 to Increase Capacity for COVID-19 Testing *(No fiscal impact)*

[5.13](#) Approve Record of Disbursements and Approve Claims *(No fiscal impact)*

(6) STEWARDSHIP: WE WILL WORK PROACTIVELY TO MAKE INVESTMENTS, GUIDED BY RESIDENT INPUT, WHICH WILL TRANSFORM LIVES, COMMUNITIES, AND GOVERNMENT

[6.1](#) Provide Direction for Preliminary Use of Coronavirus Aid Relief and Economic Security (CARES) Act Funds *(\$17.7 million to Scott County for various purposes identified in the ACT)*

(7) COMMITTEE REPORTS AND COMMISSIONER UPDATES

(8) COUNTY ADMINISTRATOR UPDATE

(9) RECESS FOR ATTORNEY/CLIENT MEETING

(10) ADJOURN

**FOLLOWING THE MEETING THE COUNTY BOARD WILL MEET IN A
WORKSHOP SETTING TO REVIEW EXECUTED NEW BUILDING CONTRACTS**

UPCOMING MEETINGS

July 28, 2020	9:00 a.m. County Board Budget Workshop
August 4, 2020	9:00 a.m. County Board Meeting
August 18, 2020	9:00 a.m. County Board Meeting

Lezlie A. Vermillion
County Administrator
(952) 496-8100

MINUTES
BOARD OF COMMISSIONERS
COUNTY OF SCOTT

JULY 7, 2020

(1) The Board of Commissioners, in and for the County of Scott, Minnesota, met in the Courthouse Board Room in the City of Shakopee, Minnesota, and convened at 9:00 a.m., with the following members present: Commissioner Beer, presiding, Commissioner Weckman Brekke, Commissioner Wolf, and Commissioner Beard. Commissioner Ulrich participated via phone. Chair Beer announced all votes will be by roll call vote.

(2) County Staff Present:

- A. Lezlie Vermillion, County Administrator
- B. Jeanne Andersen, Assistant County Attorney
- C. Pam Selvig, Health and Human Services Director
- D. Kate Sedlacek, Environmental Services Manager
- E. Jesse Krzenski, Environmentalist
- F. Pam Johnson, Labor Relations Manager
- G. Debra Brazil, Deputy Clerk to the Board

(3) Guests Present:

- A. Terry Johnson
- B. Kristin Pauly
- C. Bruce Malkerson
- D. Matt Bryan
- E. Matt Massman, Minnesota Inter-County Association (MICA)
- F. Nancy Silesky, MICA
- G. Steve Novak, MICA

(4) Minutes:

On a motion by Commissioner Wolf, seconded by Commissioner Beard, the Minutes of June 16, 2020 were approved on a roll call vote.

(5) Recognition of Interested Citizens:

County Administrator Lezlie Vermillion recognized Labor Relations Manager Pam Johnson on her 40 years of employment with Scott County.

(6) Consent Agenda:

A. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the Renewal Application for a Precious Metal License for Exel Pawn and Jewelry for 2020. The motion carried unanimously on a roll call vote.

B. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the Renewal Application for a 3.2 Percent Malt Liquor License for JCI Shakopee in Louisville Township for 2020. The motion carried unanimously on a roll call vote.

C. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the Renewal Application for Option Liquor Sales Until 2:00 a.m. for SSK Group LLC dba Doherty's Tavern in Spring Lake Township. The motion carried unanimously on a roll call vote.

D. On the recommendation of the Sand Creek Town Board and the Scott County Planning Advisory Commission, Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the request for a Conditional Use Permit Amendment for the operation of an excavating company, Final Grade, Inc., to expand the outside storage area and permit recycling of concrete and asphalt material in the I-1 Zoning District (RJ Property Holdings, LLC, applicant and property owner) in Section 4 of Sand Creek Township. This action is in accordance with Chapter 60 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously on a roll call vote.

E. On the recommendation of the County Administrator, Commissioner Weckman Brekke 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 Jesse Lee, FT Corrections Officer, Sheriff's Office, effective 06/26/20.
2. Separation of employment for Nicole Bower, FT Child Protection Worker, Human Services Division, effective 08/14/20.
3. Separation of employment for Lori Vosejka, PT (80% FTE) Accounting Technician II, Office of Management and Budget Division, effective 07/30/20.
4. Separation of employment for Laura Monahan, FT Therapist, Health and Human Services Division, effective 07/02/20.
5. FT Temporary employment for Jake Hennen, GIS Technician–Unclassified, Transportation Services Division, effective 06/29/20.
6. The recognition of the following individual as volunteers which will enable them to be covered for liability insurance purposes in accordance with the insurance contracts currently in force with Scott County:

Add	Delete
Nancy O'Neil	John Nene
Pamela DeWitt-Meza	Thomas Anderson
Kyle Stoleson	
Allison Long	
Genevieve West	
Jennica Quast	

Motion carried unanimously on a roll call vote.

F. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-101; Accepting Grant Funding and Authorizing Execution of Grant Agreement Numbers SG-11375; SG-12270; and SG-12283 With the Metropolitan Council for Regional Park Projects in the Amount of \$789,469.57. 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 on a roll call vote.

G. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-102; Approving a Contract Increase of \$5,974.50 to Sunram Construction, Inc. for the Sand Creek Near Channel Sediment Reduction Phase IV Project in Helena Township. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

H. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-103; Authorizing Entering Into a Cooperative Agreement With the City of Shakopee for Turn Lanes at the County Highway 78 and Zumbro Avenue Intersection. 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 on a roll call vote.

I. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-105; Authorizing a Contract Increase to the Construction Contract With Valley Paving, Inc. for the 2020 Overlays Project. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

J. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the appointments of Steve Pany and Frank Boyles of Commissioner District 4 to the Prior Lake-Spring Lake Watershed District Board of Managers. The motion carried unanimously on a roll call vote.

K. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the appointment of Anne Thoresen of Commissioner District 2 to the Scott County Extension Committee. The motion carried unanimously on a roll call vote.

L. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-100; Authorizing Entering Into an Agreement With Canterbury Development LLC Granting the County as Easement for Sign Purposes for Relocation of a Dynamic Message Sign Along Shenandoah Drive. 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 on a roll call vote.

(7) Collaboration: We will work with partners - communities, schools, faith groups, private business, and non-profit agencies - to see that services are not duplicated but rather are complimentary, aligned, and provided by the partners who can deliver the service most effectively:

Matt Massman, Nancy Silesky, and Steve Novak of the Minnesota Inter-County Association (MICA) presented the 2020 legislative post session(s) briefing.

(8) Customer Service: We will deliver government services in a respectful, responsive, and solution-oriented manner:

Environmentalist Jesse Krzenski presented the request to determine the Merriam Junction Sands, LLC Final Environmental Impact Statement (FEIS) adequate and to approve the Record of Decision. Mr. Krzenski reviewed the proposed mining project and the years-long environmental review process. The reasons for the long process were explained. Mr. Krzenski stressed the FEIS is not a permit but a guide for future permits and decisions.

Commissioner Weckman Brekke moved, seconded by Commissioner Beard to adopt Resolution No. 2020-104; Determining the Merriam Junction Sands, LLC Final Environmental Impact Statement Adequate and Approving the Record of Decision. 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 on a roll call vote.

(9) Committee Reports and Commissioner Updates:

A. Commissioner Weckman Brekke participated in a phone conversation with the Metropolitan Library Service Agency Director on June 16.

B. Commissioners Weckman Brekke and Beer participated in the Extension Committee teleconference meeting on June 17.

C. Commissioner Weckman Brekke participated in the Metropolitan Library Service Agency Board teleconference meeting on June 18.

D. Commissioner Weckman Brekke participated in the Dakota-Scott Workforce Development Board teleconference meeting on June 19.

E. Commissioner Weckman Brekke participated in the State Community Health Advisory Board teleconference meeting on June 22.

F. Commissioner Weckman Brekke participated in the Mental Health Local Advisory Council teleconference meeting on June 23.

G. Commissioner Weckman Brekke participated in the Live, Learn, Earn Educational Preparedness teleconference meeting on June 23.

H. Commissioners Weckman Brekke, Beard, Wolf, and Beer attended the County Highway 21/Trunk Highway 13 ribbon cutting on June 27.

I. Commissioner Beard participated in the Association of Minnesota Counties Board teleconference meeting on June 19.

- J. Commissioner Beard participated in a Community Health Improvement Committee teleconference meeting on June 22.
- K. Commissioner Beard met with County Administrator Lezlie Vermillion on June 24.
- L. Commissioners Beard and Ulrich participated in the Scott County Transportation Committee teleconference meeting on July 2.
- M. Commissioner Beard had conversations with members of the Live, Learn, Earn Housing: Engaging Partners/Engaging Community Committee.
- N. Commissioner Wolf participated in the Scott County Employee Insurance Committee teleconference meeting on June 17.
- O. Commissioner Wolf participated in the Spring Lake Town Board teleconference meeting on June 19.
- P. Commissioner Wolf met with Ms. Vermillion via phone on June 22.
- Q. Commissioner Wolf participated in the Metropolitan Mosquito Control District teleconference meeting on June 24.
- R. Commissioner Wolf participated in the Vermillion River Watershed Joint Powers Board teleconference meeting on June 25.
- S. Commissioner Wolf participated in the Elko New Market City Council teleconference meeting on June 25.
- T. Commissioner Wolf met with the Prior Lake Mayor on June 26.
- U. Commissioner Wolf met with the Credit River Town Board Chair on June 26.
- V. Commissioner Wolf met with the New Market Town Board Chair on July 6.
- W. Commissioner Wolf participated in the Prior Lake City Council teleconference meeting on July 6.
- X. Commissioner Wolf participated in the Credit River Town Board teleconference meeting on July 6.
- Y. Commissioner Wolf participated in the Cedar Lake Town Board teleconference meeting on July 6.
- Z. Commissioner Ulrich participated in the Metropolitan Council Transportation Advisory Board teleconference meeting on June 17.
- AA. Commissioner Ulrich participated in the Minnesota Valley Transit Authority teleconference meeting on June 17.
- AB. Commissioner Ulrich participated in the Suburban Transit Association teleconference meetings on June 22 and 23.
- AC. Commissioners Ulrich and Beer conducted the Chair/Vice Chair planning meeting on June 23.
- AD. Commissioner Ulrich participated in the Greater MSP Board teleconference meeting on June 23.
- AE. Commissioner Ulrich participated in the Families and Individuals Sharing Hope (FISH) Board of Directors teleconference meeting on June 25.
- AF. Commissioner Ulrich participated in the Trunk Highway 169 Corridor Coalition teleconference meeting on June 30.
- AG. Commissioner Ulrich met with Ms. Vermillion via phone on July 2.
- AH. Commissioner Ulrich participated in the FISH Executive Committee teleconference meeting on July 2.
- AI. Commissioner Ulrich participated in a conference call with the Greater MSP Chief Executive Officer on July 6.
- AJ. Commissioner Beer participated in a White House conference call on June 24.
- AK. Commissioner Beer participated in a FISH Fundraising Committee teleconference meeting on July 1.

(10) County Administrator Update:

- The Libraries will be opening under a hybrid model on July 20.
- An update of the Household Hazardous Waste Facility operations was given. Further information was requested regarding the opening of the re-use room and whether retailers that sell paint are required to take paint for recycling. This information will be posted on social media.
- At the direction of the Transportation Committee, a letter was sent to the Minnesota Department of Transportation listing Scott County's transportation project priorities. A copy of the letter will be forwarded to all the Commissioners.
- A budget workshop is scheduled for July 28 at 10:00 a.m. and not a meeting as listed on the agenda.

On a motion by Commissioner Beard, seconded by Commissioner Wolf, the meeting adjourned at 10:46 a.m.

David Beer
Chair

Lezlie A. Vermillion
County Administrator
Clerk of the Board

Debra K. Brazil
Deputy Clerk to the Board

**AGENDA #5.1
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Board of Commissioners	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Debra Brazil	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:		TIME REQUESTED:	N/A
ACTION REQUESTED:	Approve the Reappointment of Jean Gramling of Commissioner District 2 to an At-Large Position on the Personnel Board of Appeals		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

ORGANIZATIONAL VALUES:

- Customer Service:** We will deliver government services in a respectful, responsive, and solution-oriented manner
- Communication:** We will always be clear about what we're doing and why we're doing it
- Collaboration:** We will work with partners – communities, schools, faith groups, private business, and non-profit agencies – to see that services are not duplicated but rather are complimentary, aligned and provided by the partners who can deliver the service most effectively
- Stewardship:** We will work proactively to make investments, guided by resident input, which will transform lives, communities, and government
- Empowerment:** We will work with individuals and families to affirm strengths, develop skills, restore hope, and promote self-reliance
- Resiliency:** We will foster public preparedness and respond when families and communities face health and safety emergencies
- Innovation:** We will take informed risks to deliver services more effectively and will learn from our successes and failures

DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this request is to approve the reappointment of Jean Gramling of Commissioner District 2 to an at-large position on the Personnel Board of Appeals.

The Personnel Board of Appeals is responsible for making findings and reporting to the County Board upon the filing of an appeal by an applicant, employee, or appointing authority under certain circumstances. The Board consists of three at-large citizen representatives. Members are appointed for three-year terms with no term limits.

The current vacancy was advertised in the SCENE as well as on the County's website. The incumbent expressed an interest in being considered for reappointment. No other applications were received.

This request is to approve the reappointment of Jean Gramling to the Personnel Board of Appeals for a three-year term effective August 3, 2020 through August 2, 2023.

Fiscal Impact:

None

**AGENDA #5.2
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Health & Human Services	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PRESENTER:	Lisa Brodsky, Public Health Director - 8520	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:		TIME REQUESTED:	
ACTION REQUESTED:	Approve the Mobile Clinic COVID-19 Testing Plan on a Reimbursable Basis From the State Emergency Operation Center and Minnesota Department of Health		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS: Pam Selvig Lisa Brodsky
Denied:	
Tabled:	
Other:	
Deputy Clerk:	
Date:	

Background/Justification:

The purpose of this agenda item is to approve the Mobile Clinic COVID-19 Testing Plan on a reimbursable basis from the State Emergency Operation Center and Minnesota Department of Health.

The Contract with the State of Minnesota is for up to \$350,000.

While testing for COVID-19 has become more available, gaps still exist for certain populations within Scott County and other communities. The Minnesota Department of Health has requested Local Public Health jurisdictions to assist with community testing.

Scott County Public Health submitted a proposal to use their Mobile Clinic Model and existing partnerships with the Minnesota Department of Health, Shakopee Mdewakanton Sioux Community (SMSC), River Valley Health Services (RVHS), Community Paramedicine and others to conduct this testing. SMSC is working on a plan to provide their mobile unit and driver for as many sites that they can accommodate, for use for our staff, supplies and administration. RVHS has offered to allow us to continue to use their Community Health Worker who is currently assisting with contact investigation and case tracing.

Our testing “strike teams” will include Community Paramedics and Emergency Medical Technicians, Public Health Nurses, Community Health Workers and Volunteers, under the medical direction of Dr. Michael Wilcox, which will be paid for through the contract.

The testing sites include hot spots in the community, those without insurance, those without access, employers and long-term care facilities. We have identified over twenty sites in Scott County that we can partner with to provide testing, including food shelves, low-income housing, employers with migrant workers, and others. Testing will be completed outdoors using a drive-up method whenever possible. In addition to Scott County, we have been asked to do other counties that have significant barriers to accessing testing. These include Le Sueur, Waseca and Rice County if they wish to move forward. We would work in partnership with the local public health departments in those jurisdictions.

Metrics will include number of people tested, number of positive cases, throughput (number of people per hour tested) and number of sites served. All services will be on a reimbursable basis, and all direct costs will be billed to the contract. This includes testing supplies, packaging material, additional computers, tents, courier services and personal protective equipment used for counties outside of Scott.

Fiscal Impact:

None. All direct costs associated with administering this contract will be reimbursed by Minnesota Department of Health. Staff expenses for Community Paramedics, Emergency Medical Technicians, Public Health Nurses, Community Health Workers and the Clinic Coordinator will be reimbursed through this agreement. Testing supplies and other direct costs will also be reimbursed through this contract. Indirect costs that are not covered (such as the staff expense of the Public Health Director), will be eligible for funding through the County CARES funding.

**AGENDA #5.3
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Transportation Services Program Delivery	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Tony Winiecki- 8008	ATTACHMENTS:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PROJECT:	TH 282 Detour Agreement	TIME REQUESTED:	N/A
ACTION REQUESTED:	Adopt Resolution No. 2020-106; Authorizing Entering Into Agreement No.1044268 With the State of Minnesota Department of Transportation Designating a Portion of County Highway 8 as a Trunk Highway 282 Detour Route in 2021		
CONTRACT/POLICY/GRANT:	<input checked="" type="checkbox"/> County Attorney Review <input checked="" type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this agenda item is to adopt Resolution No. 2020-106; Authorizing Entering Into Agreement No.1044268 With the State of Minnesota Department of Transportation (MnDOT) Designating a Portion of County Highway 8 as a Trunk Highway 282 Detour Route in 2021.

In 2021, MnDOT will be performing a project to full depth reclaim and resurface Trunk Highway (TH) 282 from Mill Street in Jordan to the TH 13/County Highway (CH) 17 intersection. TH 282 will be closed in order to construct this project.

Minnesota Statutes Section §161.25 authorizes the Commissioner of Transportation to designate by order, any public street or highway as an “official detour” when it is determined that such detour is necessary for the purpose of constructing or maintaining any trunk highway. MnDOT will use CH 8 for a total distance of 5.38 miles as part of the proposed detour, providing reimbursement by the State to the County for the road life consumed by the detour. MnDOT will be responsible for signing, striping, and ordinary maintenance throughout the duration of the detour.

Based on MnDOT’s detour policy, the County will be reimbursed for the road life of CH 8 consumed by the detour in an estimated amount of \$37,800.14, with a maximum obligation of the State not to exceed \$100,000. The road life consumed is determined by the “Gas Tax Method” which multiplies the Combined Tax Factor per mile times the average daily traffic of the detoured trunk highway times the county road length in miles times the duration of the detour in days to determine the State’s cost for the road life consumed by the detour. County maintenance staff will monitor these road segments throughout the duration of the detour to ensure road conditions are maintained to the County’s satisfaction.

The State may install, maintain, and remove any traffic control devices it considers necessary to properly control the detoured traffic along the County highway. MnDOT may paint roadway markings, such as the centerline, edge lines, and necessary messages.

MnDOT will perform any necessary bituminous patching and ordinary maintenance on the roadways or shoulders of the County road used for the detour, at no cost or expense to the County. All MnDOT expenditures beyond those required for bituminous patching and ordinary maintenance will be credited against the road life consumed reimbursement due the County.

The Detour Agreement will be effective upon approval by the County and execution by the appropriate State and County officials. MnDOT will provide advance notice to the County Engineer identifying when the detour will begin and end.

Fiscal Impact:

None

**BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA**

Date:	July 21, 2020
Resolution No.:	2020-106
Motion by Commissioner:	
Seconded by Commissioner:	

**RESOLUTION NO. 2020-106; AUTHORIZING ENTERING INTO AGREEMENT NO. 1044268
WITH THE STATE OF MINNESOTA DEPARTMENT OF TRANSPORTATION DESIGNATING A
PORTION OF COUNTY HIGHWAY 8 AS A TRUNK HIGHWAY 282 DETOUR ROUTE IN 2021**

WHEREAS, the State of Minnesota Department of Transportation (MnDOT) is going to full depth reclaim and resurface Trunk Highway (TH) 282 from Mill Street in Jordan to the TH 13/County Highway (CH) 17 intersection; and

WHEREAS, Minnesota Statutes Section §161.25 authorizes the Commissioner of Transportation to designate by order, any public street or highway as an "official detour" when it is determined that such detour is necessary for the purpose of constructing or maintaining any trunk highway; and

WHEREAS, MnDOT will be responsible for signing, striping, and ordinary maintenance throughout the duration of the detour; and

WHEREAS, a detour will be required to carry TH 282 traffic onto CH 8 a total distance of 5.38 miles during construction; and

WHEREAS, the County needs to enter into an Agreement with MnDOT for compensation for life consumed by the use of CH 8 as an official detour; and

WHEREAS, MnDOT has prepared a Detour Agreement for an estimated \$37,800.14 for road life consumed with the maximum obligation of the State not to exceed \$100,000; and

WHEREAS, the Agreement will be effective upon approval by the County Board and execution by the appropriate State and County officials.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Scott, Minnesota, that the Chairperson of the Board authorizes entering into an Agreement with MnDOT, designating a portion of County Highway 8 as a Trunk Highway 282 detour.

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

COMMISSIONERS	VOTE			
Weckman Brekke	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Wolf	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beard	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Ulrich	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

State of Minnesota)
County of Scott)

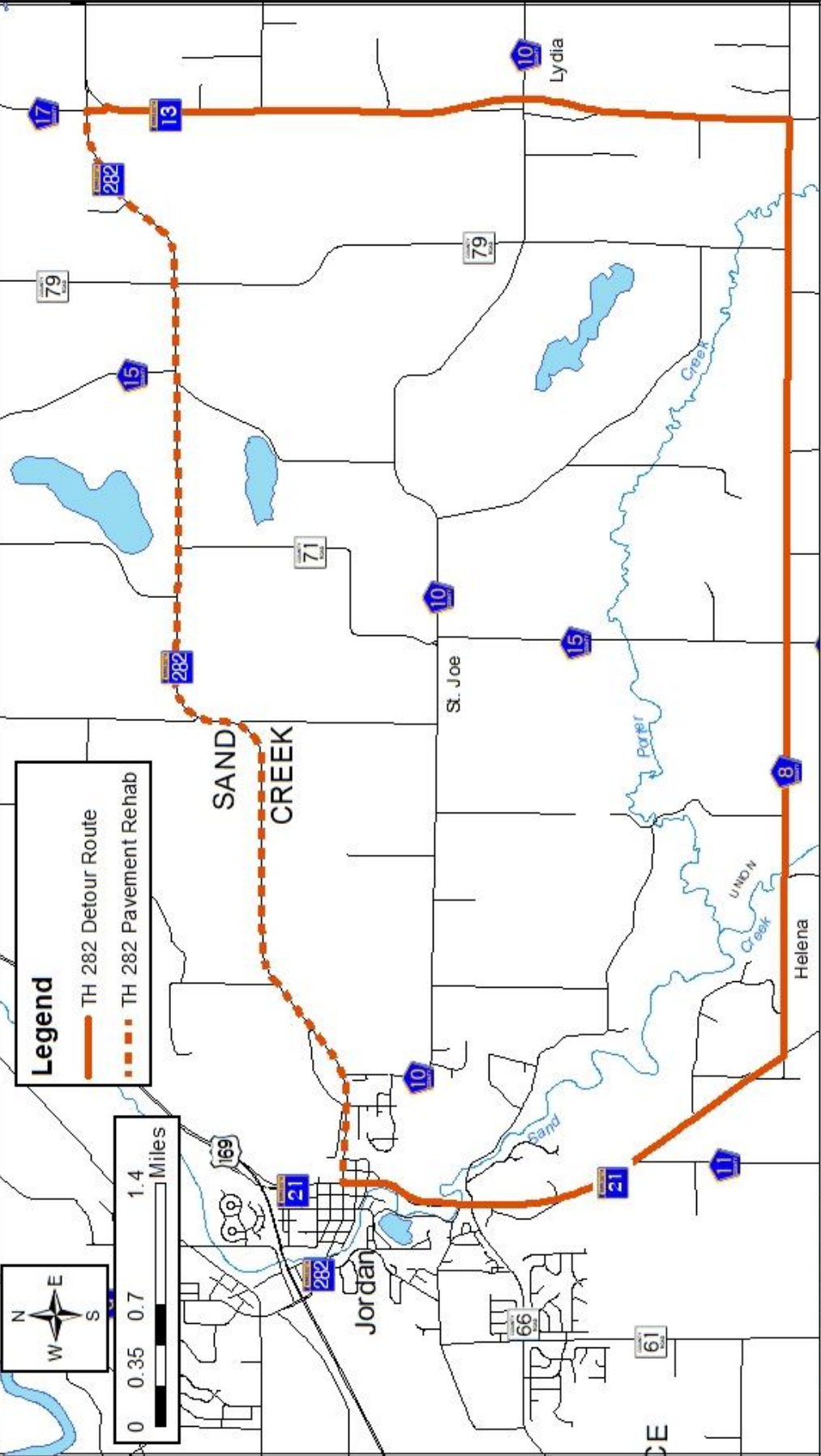
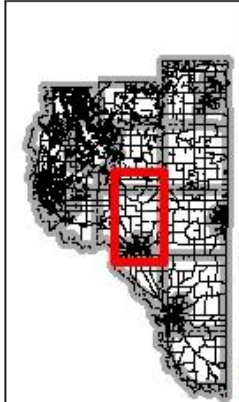
I, Lezlie A. Vermillion, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 21st day of July, 2020 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 21st day of July, 2020.

County Administrator

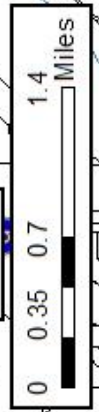
Administrator's Designee

SCOTT COUNTY TH 282 Detour Agreement 2020 RBA



Legend

- TH 282 Detour Route
- TH 282 Pavement Rehab



This drawing is neither a legal record nor a survey and is not intended to be used as one. This drawing is a compilation of information from various sources and does not constitute a warranty of any kind. The user of this drawing shall be responsible for any inaccuracies or omissions. If discrepancies are found, please contact the Scott County Highway Department.

**AGENDA #5.4
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	County Administration	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Debra Brazil	ATTACHMENTS:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PROJECT:		TIME REQUESTED:	N/A
ACTION REQUESTED:	Adopt Resolution No. 2020-107; Acknowledging Receipt and Acceptance of Gifts to Scott County		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

ORGANIZATIONAL VALUES:

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- Resiliency:** We will foster public preparedness and respond when families and communities face health and safety emergencies
- Innovation:** We will take informed risks to deliver services more effectively and will learn from our successes and failures

DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this agenda item is to adopt Resolution No. 2020-107; Acknowledging Receipt and Acceptance of Gifts to Scott County.

Pursuant to Resolution No. 2018-177, a thank you letter is sent to the contributor acknowledging the gift when it is received. A resolution is brought to the County Board bi-annually that acknowledges and accepts the gifts that have been received to date. A list of the gifts received from December 2019 through June 2020 is included in the attached resolution.

Fiscal Impact:

None

**BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA**

Date:	July 21, 2020
Resolution No.:	2020-107
Motion by Commissioner:	
Seconded by Commissioner:	

**RESOLUTION NO. 2020-107; ACKNOWLEDGING RECEIPT
AND ACCEPTANCE OF GIFTS TO SCOTT COUNTY**

WHEREAS, it is the policy of Scott County that gifts to the County shall be accepted by the Board of Commissioners in accordance with established procedures for acceptance of gifts as outlined in Resolution No. 2018-177; and

WHEREAS, various offices within Scott County have received gift donations from the following entities during the months of December 2019 through June 2020;

Donations to the Scott County Veterans' Court

- Shakopee American Legion, Post 2 – Monetary Donation
- Jaspers, Moriarty & Wetherille, P.A. – Monetary Donation
- Beyond the Yellow Ribbon South of the River – Monetary Donation

Donations to Choose Not to Use

- Minnesota Valley Electric Trust – Monetary Donation

Donations to the Scott County Sheriff's Office

- Banfield Foundation – MicroChip Pet Scanner
- Sue's Quilt Shop, Inc. – Face Masks
- Ron Daggett – Monetary Donation for Riot Gear
- My Pillow – Face Masks
- J Carver Distillery Hand Sanitizer – Hand Sanitizer
- Service Restoration of Minnesota – Weekly Disinfectant Services
- Karley Gustafson and Kelley Callahan-Ennenga – Face Masks
- Anna Galvez, Pam Stern, Vi Ackerman, Deb VanHale, and Mya Galvez – Face Masks
- Coby Manufacturing – Ear Savers for Face Masks
- Lakeview Industries – Face Shields
- Lucas Lenz Ear Savers – Ear Savers for Face Masks
- Sylvia Yang – Face Masks

Donations to the Scott County Library System

- Belle Plaine Friends of the Library – Monetary Donation
- Jordan Friends of the Library – Monetary Donation
- Savage Rotary Club – Monetary Donation
- New Prague Friends of the Library – Monetary Donation
- Savage Friends of the Library – Monetary Donation
- Shakopee Friends of the Library – Monetary Donation

Donations to the Scott County Law Library

- Minnesota Association of Law Libraries – Monetary Donation

Donations to the New Prague Branch of the Scott County Library System

- LeSueur County Sheriff for Kids – Monetary Donation

**BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA**

Date:	July 21, 2020
Resolution No.:	2020-107
Motion by Commissioner:	
Seconded by Commissioner:	

Donations to the Savage Branch of the Scott County Library System

- Savage Friends of the Library – Monetary Donation

Donations to the Jordan Branch of the Scott County Library System

- Jordan Friends of the Library – Monetary Donation

Donations to the Prior Lake Branch of the Scott County Library System

- Prior Lake Friends of the Library – Monetary Donation

WHEREAS, the County Administrator has determined that no new or additional County service, function, staffing, or liability shall be obligated or necessary to fulfill any specific conditions of the gift donation.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners in and for the County of Scott, Minnesota, that receipt and acceptance of these gift donations be formally acknowledged.

COMMISSIONERS	VOTE			
Weckman Brekke	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Wolf	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beard	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Ulrich	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

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 21st day of July, 2020 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 21st day of July 2020.

County Administrator

Administrator's Designee

**AGENDA #5.5
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Health and Human Services – Public Health	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Lisa Brodsky, Public Health Director - 8520	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:	Public Health Nuisance Ordinance	TIME REQUESTED:	N/A
ACTION REQUESTED:	Set a Public Hearing Date of August 18, 2020 at 10:30 a.m. to Consider Adoption of the Scott County Public Health Nuisance Ordinance No. 31		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

ORGANIZATIONAL VALUES:

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DEPARTMENT/DIVISION HEAD SIGNATURE:		COUNTY ADMINISTRATOR SIGNATURE:	
Approved:		DISTRIBUTION/FILING INSTRUCTIONS: Pam Selvig Lisa Brodsky Brad Davis	
Denied:			
Tabled:			
Other:			
Deputy Clerk :			
Date:			

Background/Justification:

The purpose of this agenda item is to set a public hearing date for August 18, 2020 at 10:30 a.m. to consider adoption of the Scott County Public Health Nuisance Ordinance No. 31.

Fiscal Impact:
None

**AGENDA #5.6
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Planning & Res. Mgmt. Environmental Health	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Kate Sedlacek - 8351	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:	Amendments to Scott County Subsurface Sewage Treatment System (SSTS) Ordinance No. 4	TIME REQUESTED:	N/A
ACTION REQUESTED:	Set a Public Hearing Date of August 18, 2020 at 10:30 a.m. to Consider Amendments to the Scott County Subsurface Sewage Treatment System (SSTS) Ordinance No. 4		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this agenda item is to set a public hearing date of August 18, 2020, at 10:30 a.m. to consider amendments to the Scott County Subsurface Sewage Treatment System (SSTS) Ordinance No. 4.

Many of the proposed amendments are needed to:

- a.) be consistent with Minnesota Rules Chapter 7080; and
- b.) remove language already stated in Minn. Rules; and
- c.) provide clarification to existing ordinance language.

Septic professionals, Cities, and Townships were notified of these amendments via e-mail or a mailed copy of the proposed Ordinance on May 27. This allowed for an extensive comment period.

Amending the County Septic Ordinance fulfills a key recommendation in the *Scott County 2040 Comprehensive Plan*. The County Attorney's Office has reviewed and approved the proposed SSTS Ordinance for format and content.

Fiscal Impact:

None.

**AGENDA #5.7
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Transportation Services- Program Delivery	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Tony Winiecki-8008	ATTACHMENTS:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PROJECT:	CPT 169-01	TIME REQUESTED:	N/A
ACTION REQUESTED:	Set a Public Hearing Date of September 9, 2020 at 7:00 p.m. at the Jackson Town Hall to Consider the Turnback of Mobile Manor Drive in Jackson Township		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this agenda item is to set a public hearing date of September 9, 2020 at 7:00 p.m. at the Jackson Town Hall to consider the turnback of Mobile Manor Drive.

Minnesota Statutes 163.11 sets out the powers related to county highways and states they “may be established, altered, vacated, or revoked by resolution of the county board.” In the case of a revocation to a town, the statute requires “Before adopting a resolution revoking a county highway that would

revert in whole or in part to a town, the county board shall fix a date, time, and place of hearing in the town where the highway is located to consider the revocation.”

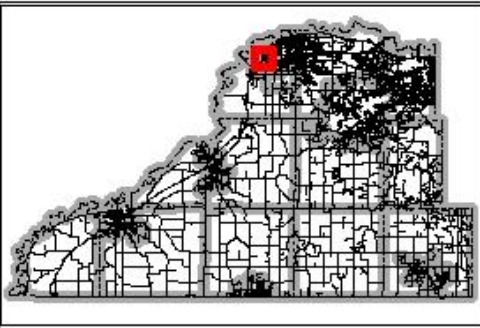
As Trunk Highway (TH) 169 has been transitioning to a freeway, Jackson Township and the County have been working jointly to remove direct access onto TH 169 north of TH 41. The Mobile Manor Drive project removed direct access to TH 169 for the Mobile Manor Manufactured Home Park and relocated the access to County Highway 69 via a new local road (Mobile Manor Drive). The project was necessary to facilitate the construction of freeway ramps for the TH 169/41 Interchange project. The Township has been aware this local road would be turned back to the Township upon completion of the roadway.

A joint inspection between the Township Engineer and the County is being scheduled prior to this hearing. This joint inspection will identify maintenance work which the County will complete preceding the official turnback of the road to the Township. Additionally, an Agreement is being drafted, and will be brought to the Board at a future date.

The County Engineer and Highway Department staff will conduct and document the Hearing as required by State Statute.

Fiscal Impact:

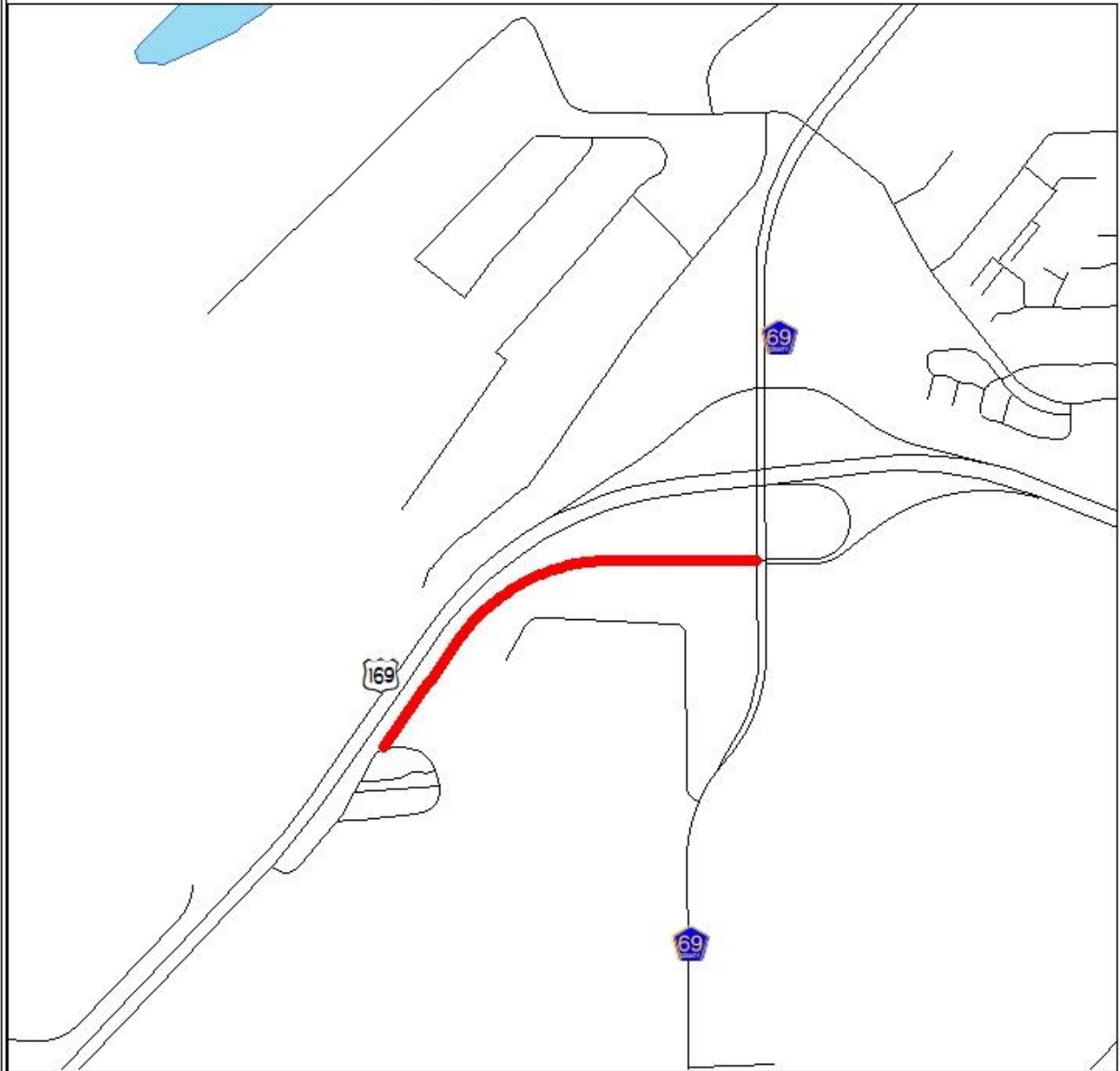
None



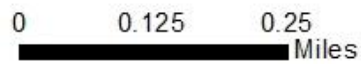
SCOTT COUNTY

2020 RBA

Mobile Manor Drive Turnback



This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. Scott County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact the Scott County Surveyors Office.



Date: 7/6/2020

Scale: R.F.: 1 inch = 500 ft.

**AGENDA #5.8
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Planning & Res. Mgmt. Zoning Administration	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Greg Wagner - 8360	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:	Crescent Curve Plat	TIME REQUESTED:	N/A
ACTION REQUESTED:	Approve the Request to Grant a 60-Day Extension to Crescent Curve LLC (Applicant and Property Owner) to Record the Final Plat of Crescent Curve Located in Section 34, Credit River Township		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this agenda item is to approve the request to grant a 60-day extension to Crescent Curve LLC, applicants and property owners, to record the Final Plat of Crescent Curve located in Section 34, Credit River Township.

The Crescent Curve Final Plat was approved by the County Board on April 21, 2020. Under the County Subdivision Ordinance, a final plat shall be recorded within 90 days after County Board approval, otherwise the plat shall be considered void.

Crescent Curve LLC notified County and Credit River Township staff on July 9, 2020 that they would be finalizing the project construction plans with their engineer to ensure that the specifications meet all County and Township standards as required by the plat approval and County Ordinances. They will also be finalizing the financial securities on July 29th and providing those securities to the County and Township to ensure the project is constructed according to approved plans.

The applicants have been working in good faith to ensure all project elements are correct before the plat would be recorded, and they intend to file the plat, development agreement, and required easements as soon as possible.

County staff is recommending the 60-day extension since the final plat could not be recorded until all plans were approved and necessary documents and securities were obtained as required by the final plat approval.

Fiscal Impact:

None

**AGENDA #5.9
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Employee Relations	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Janelle McGlinchey	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:	---	TIME REQUESTED:	---
ACTION REQUESTED:	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		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change
ORGANIZATIONAL VALUES:			
<input checked="" type="checkbox"/> Customer Service: We will deliver government services in a respectful, responsive, and solution-oriented manner			
<input type="checkbox"/> Communication: We will always be clear about what we're doing and why we're doing it			
<input type="checkbox"/> Collaboration: We will work with partners – communities, schools, faith groups, private business, and non-profit agencies – to see that services are not duplicated but rather are complimentary, aligned and provided by the partners who can deliver the service most effectively			
<input type="checkbox"/> Stewardship: We will work proactively to make investments, guided by resident input, which will transform lives, communities, and government			
<input type="checkbox"/> Empowerment: We will work with individuals and families to affirm strengths, develop skills, restore hope, and promote self-reliance			
<input type="checkbox"/> Resiliency: We will foster public preparedness and respond when families and communities face health and safety emergencies			
<input type="checkbox"/> Innovation: We will take informed risks to deliver services more effectively and will learn from our successes and failures			
DEPARTMENT/DIVISION HEAD SIGNATURE:		COUNTY ADMINISTRATOR SIGNATURE:	
Approved:		DISTRIBUTION/FILING INSTRUCTIONS: Janelle McGlinchey, Employee Relations	
Denied:			
Tabled:			
Other:			
Deputy Clerk :			
Date:			

Background/Justification:

1. Separation of employment for Jeffrey Kes, FT Inspector, Community Services Division, effective 07/13/20.
2. Separation of employment for Taylor Hanson, FT Temporary Case Aide-Unclassified, Health and Human Services Division, effective 06/30/20.

3. Separation of employment for Heather Yursi, FT 911 Dispatcher, Sheriff's Office, effective 06/29/20.
4. FT Temporary employment for Himani Joshi, Office Assistant-Unclassified, Community Services Division, effective 07/06/20.
5. FT Temporary employment for Mikaela Brock, Office Assistant-Unclassified, Community Services Division, effective 07/01/20.
6. Intermittent (34% FTE) employment for Abdi Mohamed, Facility Probation Officer-Unclassified, Health and Human Services Division, effective 06/29/20.

Fiscal Impact: N/A

**AGENDA #5.10
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Community Services Elections Department	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Cindy Geis	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:		TIME REQUESTED:	
ACTION REQUESTED:	Adopt Resolution No. 2020-108; Authorizing the Submittal of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant Application for \$108,479.69 to the Minnesota Secretary of State in Order to Receive CARES Act Funding to Prevent, Prepare for, and Respond to the Coronavirus Pandemic for the 2020 Elections Cycle		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this agenda item is to adopt Resolution No. 2020-108; Authorizing the Submittal of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant Application for \$108,479.69 to the Minnesota Secretary of State in Order to Receive CARES Act Funding to Prevent, Prepare for, and Respond to the Coronavirus Pandemic for the 2020 Elections Cycle.

The Office of the Secretary of State (OSS) received funding through the 2020 CARES Act in order to respond to coronavirus and security improvements, both domestically or internationally, for the 2020 Federal election cycle. Minnesota Laws 2020, Chapter 77, authorized the use of these funds within Minnesota, including allowing for distribution of these funds to local governments, for COVID prevention and mitigation, to use consistent with the state and federal laws.

The authorized uses of the CARES Act Funding has outlined six broad categories for which the funds can be used:

1. Ensuring the health and safety of election officials and in-person voters, including the purchase of sanitization and disinfectant supplies; and
2. Public outreach and preparations for implementing social distancing guidelines related to voting, including additional signage and staff; and
3. Facilitation, support, and preparation for increased absentee voting, including voter education materials, printing, and postage; and
4. Preparation of training materials and administration of additional training of local election officials; and
5. Preparation of new polling locations; and
6. Purchasing of electronic roster system meeting the technology requirements of MN Statutes §201.225, subd. 2, along with equipment necessary to support the system.

The County has determined that at a minimum there will be substantial costs affiliated with the following processes due to COVID:

1. Increased requests for absentee ballots by mail (cost \$1.99/request not including staff time); and
2. Increased staffing needs to assist with:
 - a. Ballot Boards
 - b. In Person absentee (AB) voting needs including staff to keep voters social distanced, and pens, clipboards, glue sticks, and hard surfaces (including tables and booths) sanitized; and
 - c. Staff to process applications, open ballots, and balance ballot statuses; and
 - d. Staff to assist in the sanitization of equipment.
3. Additional supplies so stock is sufficient while staff is sanitizing items in 2(b); and
4. Barriers to protect election judges working in AB poll.

A high-level cost estimate for the County alone is approximately between \$300,000 - \$400,000, mainly due to staff costs and the increase in ballots being requested by mail (assuming that if County staff needs to be redeployed to elections due to the coronavirus for cleaning and assisting with the large increase in absentee voters and the needs in the election day polls due to at-risk judges, those costs would be considered covered under the Federal CARES rules and regulations). The amount of this Grant will not be close to the County's costs, so it is anticipated that a portion of the County's Federal CARES dollars of \$17.7 million will also be used to help in covering costs that were not anticipated when the elections budget was prepared for 2020.

The OSS established a work group, which included County and City representatives, who were tasked with determining a fair, equitable, and efficient way to allocate the Grant funds to each County, City and Township within each County. The group did determine a formula that met the 'fair and equitable' requirement, but because functions within each County can vary dramatically from County to County and the costs could be a burden more so for one than the other, the group also determined that if a County, along with the clerks from each City and Township wanted to determine their 'own' formula for distribution which met this provision even better, that as long as they all could agree, it would be acceptable to the OSS.

All Scott County City and Township clerks were invited to a Zoom meeting held on July 9, 2020 to discuss the CARES Act Grant and get their input as to the proper allocation of the dollars. It was determined that they all felt as though the state's approved formula seemed to be fair and equitable, but staff did advise that if Clerks wanted to discuss the allocation of the dollars differently, the County would certainly be open to having additional conversations.

The OSS working group determined the following formula for the purpose of distributing funds:

\$4.99 million allocated statewide to the counties (and cities and townships), it is distributed as follows and based on per-unit rates:

- 2.5% is based on base allocation equally divided to each county = \$1,433.92
- 25.0% based on 2018 voter (Primary and General) count = \$0.35 per voter
- 20.0% based on 2018 General Absentee Voter count = \$1.78 per voter
- 20.0% is based on May 1 registered voter counts = \$0.29 per voter
- 20.0% is based on number of polling places = \$347.62 per polling place
- 2.5% is based on 2018 population = \$0.02 per person
- Precinct-based allocations equate to \$166.22 per polling place precinct and \$27.33 per mail ballot precinct
 - 10.0% is based on number of total precincts = \$121.41 per precinct
 - 2.5% is based on number of polling place precincts = \$44.81 additional per polling place precinct
 - -2.5% is based on number of mail ballot precincts = reduction of \$94.08 per mail ballot polling place

According to the State's formula, Scott County would receive a total of \$108,479.69 which represents the County's portion along with each City and Township receiving the following funds:

Scott County: \$39,911.45

Cities:

Belle Plaine:	\$ 2,155.32
Elko New Market:	\$ 1,560.38
Jordan:	\$ 2,616.88
New Prague:	\$ 2,792.44
Prior Lake:	\$13,304.06
Savage:	\$15,377.48
Shakopee:	<u>\$19,288.61</u>
	\$57,095.17

Townships:

Belle Plaine:	\$666.55
Blakeley:	\$525.74
Cedar Lake:	\$1,321.36
Credit River:	\$2,069.10
Helena:	\$940.96
Jackson:	\$703.88
Louisville:	\$791.46
New Market:	\$1,531.49
St Lawrence:	\$552.63
Sand Creek:	\$855.73
Spring Lake:	<u>\$1,514.17</u>
	\$11,473.07

The OSS will also be providing to each County, to distribute to each City and Township when they pickup election day supplies, disinfectant spray, paper towels, hand sanitizer, and face masks to be used for Election Day cleaning and protection. It is anticipated that the supply will be sufficient to cover the cost of personal protective equipment (PPE) at the polls, but those estimates are based off a Minneapolis special election in April, when more people would wear masks and take additional safety precautions. The OSS will 'restock' if the need is greater than what they anticipated for the general election supply distribution. All PPE and staffing costs associated with absentee polls are being borne by the County or Cities conducting them, as are the costs for all the administrative processes completed by the County and each City.

Fiscal Impact:

County's 20% match of \$7,982.90 which will be paid from the Elections budget. Scott County received more funds from the reimbursement from the Presidential Nomination Primary than what was budgeted and will have sufficient funds to meet this match.

**BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA**

Date:	July 21, 2020
Resolution No.:	2020-108
Motion by Commissioner:	
Seconded by Commissioner:	

RESOLUTION NO. 2020-108; AUTHORIZING THE SUBMITTAL OF THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT GRANT APPLICATION FOR \$108,479.69 TO THE MINNESOTA SECRETARY OF STATE IN ORDER TO RECEIVE CARES ACT FUNDING TO PREVENT, PREPARE FOR, AND RESPOND TO THE CORONAVIRUS PANDEMIC FOR THE 2020 ELECTIONS CYCLE

WHEREAS, the COVID-19 Pandemic requires additional efforts to make the election process safe, sanitary and effective; and

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting Grant Applications from counties for grants pursuant to Laws 2020, Chapter 77, section 4 and the Federal CARES Act; and

WHEREAS, the funds provided by the Office of the Secretary of State are provided for the purpose of the uses set forth in the Federal CARES Act and as further restricted by Laws 2020, chapter 77, section 4, subdivision 4; and

WHEREAS, there are continuing needs throughout the election cycle for both COVID-19 mitigation, election security efforts, and other affiliated costs, and those purposes are primarily for the protection of persons involved with the election process including voters, as well as certain other purchases set forth in law; and

WHEREAS, the County will work with the Municipalities and Townships within the County to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between Municipalities and Townships, and if an agreement cannot be reached, the funds will be distributed pursuant to the OSS identified default allocation as determined by the Secretary; and

WHEREAS, the Grant Application must be completed and certified by a County official, typically the Chief County Election Official, returned to the Office of the Secretary of State and a Grant Agreement executed prior to the receipt of the funds to which the County, Cities and Townships are entitled to in the amount of \$108,479.69; and

WHEREAS, Laws 2020, Chapter 77, section 4 requires a 20% match for the Grant, with a 25% match for electronic roster purchases; and

WHEREAS, additional assistance may be forthcoming later in this election cycle from state and federal funds, particularly those funds appropriated or for additional purposes approved by the Legislature.

**BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA**

Date:	July 21, 2020
Resolution No.:	2020-108
Motion by Commissioner:	
Seconded by Commissioner:	

NOW THEREFORE, BE IT RESOLVED that the Board approves the CARES Grant Application and directs the County Auditor or Elections Administrator to execute the Agreement and submit the Application in the amount of \$108,479.69 to the Office of the Secretary of State for the purposes of enhancing elections security and mitigating the spread of COVID-19.

BE IT FURTHER RESOLVED, that the Board hereby appropriates the required match amount as indicated in the Application for the purposes set forth in the Grant Application.

BE IT FINALLY RESOLVED, that the County Auditor or Chief Elections Officer of the County is hereby authorized to apply for any additional funds made available by the state for the defrayment of costs of efforts to combat COVID-19 in the election process and for the enhancement of election security, and to execute any grant agreements required to access those funds from this date until the general election on November 3, 2020 subject to approval by the County Attorney's Office as to form.

COMMISSIONERS	VOTE			
Weckman Brekke	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Wolf	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beard	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Ulrich	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

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 21st day of July 2020 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 21st day of July 2020.

County Administrator

Administrator's Designee

**AGENDA #5.11
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Community Services Property and Taxation Services	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Laurie Peck - 8773	ATTACHMENTS:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PROJECT:		TIME REQUESTED:	N/A
ACTION REQUESTED:	Adopt Resolution 2020-109; Requesting Approval of the Basic Sale Price, Approval of a Private Land Sale to Adjacent Landowners, and Establish the Date of the Private Sale of a Tax Forfeited Parcel of Property		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

ORGANIZATIONAL VALUES:

- Customer Service:** We will deliver government services in a respectful, responsive, and solution-oriented manner
- Communication:** We will always be clear about what we're doing and why we're doing it
- Collaboration:** We will work with partners – communities, schools, faith groups, private business, and non-profit agencies – to see that services are not duplicated but rather are complimentary, aligned and provided by the partners who can deliver the service most effectively
- Stewardship:** We will work proactively to make investments, guided by resident input, which will transform lives, communities, and government
- Empowerment:** We will work with individuals and families to affirm strengths, develop skills, restore hope, and promote self-reliance
- Resiliency:** We will foster public preparedness and respond when families and communities face health and safety emergencies
- Innovation:** We will take informed risks to deliver services more effectively and will learn from our successes and failures

DEPARTMENT/DIVISION HEAD SIGNATURE:		COUNTY ADMINISTRATOR SIGNATURE:	
Approved:		DISTRIBUTION/FILING INSTRUCTIONS: Ellen Paulsen – Taxation Supervisor Tim Bulger - Assessment Operations Supervisor Laurie Peck – Tax Specialist	
Denied:			
Tabled:			
Other:			
Deputy Clerk :			
Date:			

Background/Justification:

The purpose of this agenda item is to adopt Resolution 2020-109; Requesting Approval of the Basic Sale Price, Approval of a Private Land Sale to Adjacent Landowners, and Establish the Date of the Private Sale of a Tax Forfeited Parcel of Property

Parcel #039360085, is legally described as:

The West 81 rods of the South One rod of the North Half of the Northwest quarter of Section 36; All in Township One Hundred Thirteen (113), Range Twenty-two (22) West, Scott County, Minnesota.

The property forfeited to the State of Minnesota on May 11, 2020, for non-payment of taxes. After the forfeiture the property was offered to Cedar Lake Township who has declined to purchase the property and has no objection to a private sale to adjacent landowners.

A private sale is held when the parcel of tax forfeited land cannot be improved because it does not comply with the local ordinances regarding minimum area, shape, frontage or access. This means the owner would not be allowed to contract buildings on the parcel.

This request is to have the Scott County Board of Commissioners approve the basic minimum bid price of \$100.00 and establish the date for a private virtual auction as Tuesday August 25, 2020, at 11:00 am in Room GC112 at the Scott County Government Center.

Fiscal Impact:

None

**BOARD OF COUNTY COMMISSIONERS
SCOTT COUNTY, MINNESOTA**

Date:	July 21, 2020
Resolution No.:	2020-109
Motion by Commissioner:	
Seconded by Commissioner:	

RESOLUTION 2020-109; REQUESTING APPROVAL OF THE BASIC SALE PRICE, APPROVAL OF A PRIVATE LAND SALE TO ADJACENT LANDOWNERS, AND ESTABLISH THE DATE OF THE PRIVATE SALE OF A TAX FORFEITED PARCEL OF PROPERTY

WHEREAS, M.S. 282.01 provides for the classification, appraisal and sale of land becoming the property of the State of Minnesota due to non-payment of property taxes; and

WHEREAS, the time for redemption of property "bid in" for the State of Minnesota for non-payment of taxes has expired; and

WHEREAS, the parcel has forfeited to the State of Minnesota on May 11, 2020, due to non-payment of property taxes; and

WHEREAS, the highest and best use of the land can be achieved by adding it to an adjoining parcel and returning it to the tax rolls; and

WHEREAS, the parcel has been classified as non-conservation land; and

WHEREAS, the Scott County Property and Taxation Services Department has done an assessment of the following parcel and has appraised the parcel at \$100.00; and

WHEREAS, the County Board of Commissioners in and for the County of Scott, State of Minnesota, desires to offer for sale certain parcels of land that have been forfeited to the State of Minnesota for non-payment of real estate taxes; and

WHEREAS, the Scott County Property and Taxation Services Department requests the Scott County Board of Commissioners to approve the minimum bid price of Parcel 039360085 for \$100.00 and a private auction for adjacent landowners commencing at 11:00 am, Tuesday, August 25th, 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners in and for the County of Scott, Minnesota, hereby approve the minimum bid price of \$100.00 and authorizes the terms of the sale of said property as stated above.

COMMISSIONERS	VOTE			
Weckman Brekke	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Wolf	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beard	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Beer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Ulrich	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

**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 21st day of July, 2020 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 21st day of July, 2020.

County Administrator

Administrator's Designee

Scott County



This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown. It is not a survey and does not constitute a survey. If discrepancies are found, please contact the Scott County Surveyors Office.

Scott
Date: 7/9/2020

1 in = 188 ft



**AGENDA #5.12
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION:	Health & Human Services	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ORIGINATING DEPARTMENT:	Social Services		
PRESENTER:	Lisa Brodsky, Public Health Director, 8520	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:		TIME REQUESTED:	N/A
ACTION REQUESTED:	Approve Amendment No. 2 to the Contract With Goosebusters, Inc. in the Amount of \$122,000 to Increase Capacity for COVID-19 Testing		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

ORGANIZATIONAL VALUES:

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- Innovation:** We will take informed risks to deliver services more effectively and will learn from our successes and failures

DEPARTMENT/DIVISION HEAD SIGNATURE:		COUNTY ADMINISTRATOR SIGNATURE:	
Approved:		DISTRIBUTION/FILING INSTRUCTIONS: Pam Selvig Lisa Brodsky	
Denied:			
Tabled:			
Other:			
Deputy Clerk :			
Date:			

Background/Justification:

The purpose of this agenda item is to approve Amendment No. 2 to the Contract with Goosebusters, Inc. in the amount of \$122,000 to approve Amendment No. 2 to increase capacity for COVID-19 testing .

Minnesota Statutes Section 145A.10, Subdivision 3 requires the Community Health Board to appoint, employ, or contract with a medical consultant to ensure appropriate medical advice and direction for the Board of Health and assist the Board and its staff in the coordination of community health services with local medical care and other health services. Dr. Wilcox has effectively served as Medical Director since January 2000.

On May 5, 2020, the County Board approved Amendment No. 1 to the Contract to address challenges presented by the COVID-19 pandemic.

Amendment No. 2 will address additional needs identified due to the unexpected pandemic. Local Public Health agencies have been asked by the Governor's office and the Minnesota Department of Health (MDH) to increase capacity for community-wide testing.

Work under the existing contract has exceeded the scope of involvement, and this Amendment allows the Medical Director to utilize Community Paramedics, and Emergency Medical Technicians to assist with COVID-19 testing in the community. A Clinic Coordinator will be utilized to assist with site identification, communication, advertising and marketing, and scheduling of the Community Paramedics and Emergency Medical Technicians along with site logistics.

Fiscal Impact:

None. The cost related to staffing to provide COVID-19 testing through this agreement will be fully reimbursed by a contract with the Minnesota Department of Health. This contract amendment is cost neutral.

**AGENDA #5.13
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	OMB – Finance Accounting	CONSENT AGENDA:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PRESENTER:	Scott Goettl - 8586	ATTACHMENTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PROJECT:		TIME REQUESTED:	N/A
ACTION REQUESTED:	Approve Record of Disbursements and Approve Claims		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input checked="" type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS: Kathy Shanks
Denied:	
Tabled:	
Other:	
Deputy Clerk :	
Date:	

Background/Justification:

The purpose of this agenda item is to approve the Record of Disbursements and claims.

To comply with MN Statute 375.18 Subd. 1b **Delegation for paying certain claims:** A list of all claims paid under the procedures established by the county board shall be presented to the board for informational purposes only at the next regularly scheduled meeting after payment of the claim.

The Record of Disbursements will be available at the meeting.

Invoices total \$105,447,332.85 from June 1 through June 30, 2020. This includes tax distributions of \$85,205,771.38.

Fiscal Impact:

None

**AGENDA #6.1
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: JULY 21, 2020**

ORIGINATING DIVISION: ORIGINATING DEPARTMENT:	Administration	CONSENT AGENDA:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PRESENTER:	Freese/Harder	ATTACHMENTS:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PROJECT:	COVID 19	TIME REQUESTED:	45 minutes
ACTION REQUESTED:	Provide Direction for Program Investment of Coronavirus Aid Relief and Economic Security (CARES) Act Funds		
CONTRACT/POLICY/GRANT:	<input type="checkbox"/> County Attorney Review <input type="checkbox"/> Risk Management Review	FISCAL:	<input type="checkbox"/> Finance Review <input type="checkbox"/> Budget Change

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DEPARTMENT/DIVISION HEAD SIGNATURE:	COUNTY ADMINISTRATOR SIGNATURE:
Approved:	DISTRIBUTION/FILING INSTRUCTIONS:
Denied:	
Tabled:	
Other:	
Deputy Clerk:	
Date:	

Background/Justification:

The purpose of this agenda item is to provide direction for program investment use of Coronavirus Aid Relief and Economic Security (CARES) Act Funds.

The Coronavirus Aid, Relief, and Economic Security (CARES) Act, passed on March 27, 2020, provides over \$2 trillion in federal economic relief to protect the American people from the public health and economic impacts of COVID-19. The CARES Act provides assistance for American workers, families, and small

businesses, and preserves jobs for American industries. Section 5001 of the CARES Act established the \$150 billion Coronavirus Relief Fund (CRF), providing payments to State, Local, and Tribal governments navigating the impact of the COVID-19 outbreak. The CARES Act sets criteria that expenses must meet to be eligible for CRF funding.

Minnesota Total allocation \$2,186,827,320.80

- Eligible local governments that certified (over 500,000 in population):
 - Hennepin County \$220,879,842.00
 - Ramsey County \$96,026,770.70
- Payment to the State \$1,869,920,708.10;
 - Local Distribution (85 Counties, Cities, Townships) - \$841 M
 - State retains \$1.029 billion

Additional CARES Relief Funding Distributed to the State

- Federal Small Business Administration (SBA) disaster loans and emergency grants for small business and non-profits
- Paycheck Protection Program (PPP) providing loan forgiveness for retaining employees
- \$400 million - Elections Preparation funds (Secretary of State to distribute)

The Minnesota Legislature developed a formula that both the House and Senate supported but did not act on by the end of the first Special Session in June of 2020. These funds needed immediate distribution to get in the hands of businesses and residents impacted by COVID-19. The Governor, through executive authority and a legislative review committee, dispersed the funds per the agreed upon formula and Scott County will receive \$17,719,998.

The funds have a three-step test that must be evaluated by the County before utilizing:

1. Necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
2. Costs not accounted for in the budget most recently approved as of March 27, 2020
3. Performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred.) The County deadline is 12/1/2020.

All CARES Act Funds are also subject to State and Federal audit for use of the funds. This means that subrecipients of CARES Funds from the County must meet audit requirements.

There are five funding categories of investment for the CARES Act Funds. This includes:

- Medical Expenses
- Public Health Expenses
- Payroll Expenses
- Public Health Measures
- Economic Supports

At a work session on July 7, 2020 the Scott County Board discussed their priorities for dissemination of the funds. Staff are looking to confirm that direction as we begin to work with subrecipients such as the Community Development Agency (CDA), Community Action Program (CAP) Agency and other vendors to provide the required services.

The principles supported by the County Board include:

- Supporting businesses that can get people back to work
 - This supports business survival and if employees are working, they can take care of family needs and pay rent/mortgage
- Fill in gaps that Unemployment Insurance (+ Stimulus), Payroll Protection Program (PPP) and other programs didn't serve

- Help businesses, organizations, and residents most harmed by the pandemic
- Provide support to business that can sustain and grow the economy
- Operational changes to keep businesses operating during the pandemic
- Food support for families - important in the short term
- Target rental and mortgage programs to those in need not covered by State
- Distance learning support
- Childcare for essential employees

These are initial estimates for investment understanding that as specific criteria are developed and needs identified that the money can be moved to meet those needs.

The highest priority identified was business support with target funding identified at \$5.5M

- Contract with “Next Stage” as our servicer with a subrecipient contract to the CDA
 - Contacts businesses and reviews applications
 - Develops criteria for the funds based on County Board’s direction/priorities
 - Portal and application work
 - Administrative fee to be negotiated
- Principals of Program Development
 - Businesses – including in-home child care, sole proprietors, farmers/agricultural business, non-profits
 - Focus on job recovery and growth
 - Focus on small businesses hardest hit
 - Keeps employees on payroll
 - Workforce - job seeking support/training

Housing security with target funding of \$2.0 M

- Rental Assistance
 - Deep subsidy CDA received State funding and on 7/14 the Governor released additional funds
 - Shallow subsidy to be determined
- Mortgage assistance
- Hotel vouchers
 - Determine CAP’s need for vouchers – identify homeless status due to COVID-19
 - Homeless people during extreme weather conditions
 - Determine Families Moving Forward need for vouchers due to unavailability of churches
- Principals of program development
 - Work with the CDA and CAP to not duplicate efforts- utilize non-profits and partnerships for administration
 - Identify and prevent evictions
 - Identify landlords who have not received payments – explore issue
 - Identify renter needs to meet gaps
 - Identify mid-income homeowners who have been harmed but not eligible for other funds

Food Security/Nonprofits/Schools \$2.2 Million

- Food shelf and food distribution
 - Examples include CAP Agency, Esperanza, Heart Ministries, Jordan and Belle Plaine Food Banks, Loaves and Fishes, and other supporting non-profits
 - Needs include PPE, food, refrigeration equipment
- Example Nonprofit: River Valley Medical Clinic – COVID-19 Support/PPE
 - Other small non-profit providers with same needs
- School districts
 - Day care costs for essential workers
 - Distance learning costs (not covered by other funds) emergency technology – hot spots/devices in several districts

Rural Broadband \$1.0 million

- Previous costs for Jackson, Louisville, and Spring Lake are eligible for repayment.
- Identified areas of need:
 - Blakeley
 - New Market
 - Credit River
 - Cedar Lake
 - Helena
- Reviewing two types of technology
 - School district remote connection projects – tower and fiber backhaul construction
 - Stadium construction in low income areas to provide access to school splash page
 - Radio connectivity to the broadband could be utilized in both above scenarios
- Principals of Program Development
 - Programs that supports distance learning, telework and telemedicine are priority
 - Utilize current infrastructure to provide service to underserved areas
 - Requires a local (township, city, private business) contribution to the County contribution as well as provider commitment to cost containment and support for low income students. This will need to be determined based on allocations to the Townships

Staff is looking to confirm this direction for program development and delivery. Again, these dollars are flexible depending on identified needs once the programs are identified and moving forward. The criteria above are very high level and the direction provided by the Board at the workshop on 7/7/2020. County staff will work with the CDA, CAP and other servicers to develop specific program criteria for delivery. This leaves approximately \$7.0 million for County salary and costs eligible within the CARES Act. If it is determined that we need to invest more in one of these major investment areas, the County needs a minimum of \$5.4 million to cover costs and provide for additional teleworking needs moving forward. This would leave an additional \$1.6 million that could be invested in these community programs. If the funds identified are not needed, the County has additional salary costs that would be eligible under the CARES Act. This will be determined as the programs move forward.

Staff will bring back subrecipient agreements for Board approval that exceed the contracting authority of the County Administrator.

Click [here](#) for the Coronavirus Relief Fund Frequently Asked Questions updated as of July 8, 2020.

Fiscal Impact:

The CARES Act provides \$17.7 million dollars to Scott County for various purposes as identified within the Act. All associated costs for administering contracts will be part of the CARES Act funds. A budget amendment will be brought back for County Board adoption as the programs move forward.