AGENDA
SCOTT COUNTY
BOARD OF COMMISSIONERS
SHAKOPEE, MINNESOTA
DECEMBER 5, 2019

3:00 p.m.
(1) CONVENE COUNTY BOARD

(2) AMENDMENTS TO THE AGENDA

(3) APPROVE MINUTES OF NOVEMBER 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) INNOVATION: EXPLORING AND ADOPTING NEW TECHNOLOGIES AND PROCESSES WITH THE GOAL OF IMPROVING SERVICE AND REDUCING THE LONG TERM COST OF SERVICE DELIVERY
  5.1 Receive Information on Scott County Delivers Topic: Risk Management/Security (No fiscal impact)

4:15 p.m.

(6) RECESS FOR ROOM RECONFIGURATION

(7) CONSENT AGENDA
  Stewardship: Ensuring the Responsible and Stable Investment of Taxpayer Dollars and Communicating its Value to the Public
  7.1 Approve the Receipt of Funds for the Drug-Free Communities Support Program and Additional 1.4 Full-Time Equivalent Staff (No fiscal impact)
  7.2 Approve the Grant Application to UCare for $99,428 and Acceptance of the Funds if Awarded (No fiscal impact)
  7.3 Approve the Service Agreement With Beacon Interfaith Housing Collaborative for the Families Moving Forward Southwest Program in the Amount of $115,000 for Services January 1, 2020 Through December 31, 2020 (No fiscal impact)
  7.4 Authorize Release of Request for Applications for 2020 Recycling Infrastructure, Innovation, and Outreach Grants and 2020 City Organic Recycling Collection Grant (No fiscal impact)
  7.5 Adopt Resolution No. 2019-167; Authorizing a Cooperative Agreement for Preventative Trail Maintenance and Joint Purchasing With the Cities Within Scott County and Other Surrounding Area Cities (No fiscal impact)
  7.6 Adopt Resolution No. 2019-168; Authorizing the Acceptance of Bids for the Sale and Removal of a Single Family House From 6921 Eagan Drive (County Highway 42) in the City of Savage (No fiscal impact)
  7.7 Adopt Resolution No. 2019-169; Certifying Final Approved Appraisal of Value for Certain Land Acquisitions and Authorizing Acquisition by Expedited (“Quick Take”) Eminent Domain Proceedings for County Project CP 42-19, Located in the Cities of Prior Lake and Shakopee (No fiscal impact)
CONSENT AGENDA CONTINUED:

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

7.8 Approve the Request for Preliminary Plat and Final Plat of Mullenmeister Addition (Daniel and Catherine Mullenmeister, Applicants and John and Patricia Mullenmeister, Property Owners) Consisting of 2 Lots on 6.34 Acres in Section 9 of Spring Lake Township (No fiscal impact)

7.9 Authorize Staff to Sign and Cancel the Letter of Credit for Nexeo Solutions, LLC Previously Located at 4401 Valley Industrial Boulevard South in Shakopee (No fiscal impact)

7.10 Approve Renewal Applications for Scott County Intoxicating Liquor, Brewery, and Wine Licenses for 2020 Within Scott County Townships (No fiscal impact)

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

7.11 Adopt Resolution No. 2019-166; Approving a Three-Year Agreement Between the County of Scott and the Law Enforcement Labor Services, Inc. (Local 332) – Sheriff Essential Licensed Sergeant Unit Effective January 1, 2020 Through December 31, 2022 and Rescinding Resolution No. 2016-206 (No fiscal impact)

7.12 Approve Payroll Processing of Personnel Actions (No fiscal impact)

(8) COMMITTEE REPORTS AND COMMISSIONER UPDATES

(9) COUNTY ADMINISTRATOR UPDATE

(10) RECESS FOR ATTORNEY/CLIENT MEETING

(11) ADJOURN

FOLLOWING THE MEETING THE COUNTY BOARD WILL MEET IN A WORKSHOP SETTING TO DISCUSS COMPENSATION

UPCOMING MEETINGS

December 5, 2019  6:00 p.m. Proposed Property Tax Meeting
December 17, 2019  9:00 a.m. County Board Meeting
January 7, 2020  9:00 a.m. Regular Annual Meeting

Lezlie A. Vermillion
County Administrator
(952) 496-8100
MINUTES
BOARD OF COMMISSIONERS
COUNTY OF SCOTT
NOVEMBER 19, 2019

(1) The Board of Commissioners, in and for the County of Scott, Minnesota, met in the Courthouse Board Room in the City of Shakopee, Minnesota, and convened at 9:12 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. Chris Harder, Quality Improvement Manager
D. Danielle Fox, Adult Services Manager
E. Troy Pint, Business Information/System Specialist
F. Danny Lenz, Chief Financial Officer/Deputy County Administrator
G. Jennifer Schultz, Enterprise Risk Manager
H. Jake Grussing, Library Director
I. Lisa Brodsky, Public Health Director
J. Mary Kay Stevens, Public Health Supervisor
K. Theresa Fuhrman, Public Health Nurse
L. Lisa Pollard, Learning and Outreach Manager
M. Mary Keen, Business Information/System Specialist
N. Brad Davis, Planning and Resource Management Director
O. Lisa Freese, Transportation Services Director
P. Pam Selvig, Health and Human Services Director
Q. Tony Winiecki, County Engineer
R. Cindy Geis, Community Services Director
S. Suzanne Arntson, Child Welfare Manager
T. Jessie Rudi, Data and Research Analyst
U. Kris Lage, Operations Analyst
V. Alexa Rundquist, Community Planner
W. Gretchen Young, Licensing Supervisor
X. Laurie Wolf, Social Worker
Y. Jacque Veglahn, Social Worker
Z. Julie Malecha, Social Worker
AA. Nancy Berndt, Social Worker
AB. Angie Boyd, Public Health Nurse
AC. Brittany Clay, Public Health Nurse
AD. Cindy Purser, Associate Library Director
AE. Greg Wagner, Principal Planner
AF. Sarah Deppe, Communications and Office Coordinator
AG. Luke Hennen, Sheriff
AH. Steve Collins, Sheriff's Captain
AI. John Kvasnicka, Sheriff's Sergeant
AJ. Adam Pirri, Chief Deputy Sheriff
AK. Jeff Swedin, Sheriff's Captain
AL. Alison Rahn, Social Worker
AM. Jacob Edwinson, Sheriff's Deputy
AN. Jacob Lannon, Sheriff's Deputy
AO. Marty Schmitz, Zoning Administrator
AP. Nathan Hall, Associate Planner
AQ. Debra Brazil, Deputy Clerk to the Board

(3) Guests Present:
A. Kami Thompson, New Horizon Academy
B. Kathy Busch, Scott-Carver-Dakota Community Action Program
C. Kim Latterner, Shakopee Public Schools
D. Arvid Sornberger, Shakopee
E. Lloyd Erbaugh, Scott County Mental Health Local Advisory Council
F. Garry Tupy
G. Donna Hentges, Scott County Planning Advisory Commission
H. Bob Ruppe, Couri & Ruppe
I. Chris Kostik, Credit River Town Board Chair
J. Leon Carrick
K. Dr. Andrew Stevens
L. Tim Cook
M. Nathan Layne, Allina EMS Supervisor
N. Joseph Trongard, Allina EMT
O. Scott Davis, Paramedic
P. Joe Kane
Q. Anton Cheskis

(4) Minutes:

On a motion by Commissioner Wolf, seconded by Commissioner Beer, the Minutes of November 5, 2019 were approved on a vote of four ayes with Commissioner Beard abstaining.

(5) Recognition of Interested Citizens:

Health and Human Services Director Pam Selvig introduced Social Worker Alison Rahn. Ms. Rahn described Scott County’s new partnership with Minneapolis Angels which is a program offering support and services for individuals in foster care and for foster care providers.

(6) Innovation: Exploring and Adopting New Technologies and Processes With the Goal of Improving Service and Reducing the Long Term Cost of Service Delivery:

The County Board participated in the Scott County Delivers panel discussion regarding early literacy.

Chair Weckman Brekke recessed the meeting at 10:06 a.m. and reconvened at 10:12 a.m.

(7) Consent Agenda:

Commissioner Beard requested agenda item 7.1 to approve the final plat of Tara Farm be pulled from the consent agenda for separate discussion.

A. Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-162; Designating Scott County Public Works Located at 600 Country Trail East in Spring Lake Township as the Location for Absentee Ballot Voting for 2020 Pursuant to M.S. §203B.081. 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.
B. Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-163; Authorizing the Property and Customer Service Administration and Elections Department to Establish Ballot Boards for the Responsibility to Accept or Reject Ballots for Absentee and Uniformed and Overseas Citizens Absentee Voting Act Voters. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously.

C. Commissioner Beard moved, seconded by Commissioner Wolf to approve the agreed upon service fees between Scott County Taxing Districts and the Property and Taxation Services Department for assessment years 2020, 2021, and 2022. The motion carried unanimously.

D. Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-165; Approving the Lease and Operating Costs Agreements With the Scott-Carver-Dakota Community Action Partnership for Use of Space at the Workforce Development Center. 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 Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-164; Approving the Lease and Operating Costs Agreements With Southwest Metro Intermediate District #288 for Use of Space at the Workforce Development Center. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously.

F. Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-161; Authorizing a Fourth Amendment to the Agreement With Bolton and Menk, Inc. for County Project 21-27 County Highway 21 and Trunk Highway 13 Intersection Improvement and Authorizing a Budget Amendment of $193,057. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously.

G. Commissioner Beard moved, seconded by Commissioner Wolf to approve the Cooperative Agreement between the State of Minnesota Department of Human Services and Scott County Health and Human Services under Title IV-D for 2020-2021. The motion carried unanimously.

H. Commissioner Beard moved, seconded by Commissioner Wolf to approve entering into a Service Agreement with Cordant Health Solutions for drug testing services effective November 1, 2019 through December 31, 2022. The motion carried unanimously.

I. Commissioner Beard moved, seconded by Commissioner Wolf to approve estimate of just compensation by market value appraisals for right-of-way for the overlay and associated work for County Highway 42 located in the City of Savage. The motion carried unanimously.

J. Commissioner Beard moved, seconded by Commissioner Wolf to approve the record of disbursements and approve claims for the period October 1, 2019 through October 31, 2019 in the amount of $45,608,416.67. The motion carried unanimously.

K. Commissioner Beard moved, seconded by Commissioner Wolf to adopt Resolution No. 2019-160; Approving a Three-Year Agreement Between the County of Scott and the International Union of Operating Engineers, Local 49, Effective January 1, 2020 Through December 31, 2022, and Rescinding Resolution No. 2016-203. 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.

L. On the recommendation of the County Administrator, Commissioner Beard 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 Marc Ravnholdt, FT Corrections Officer, Sheriff’s Office, effective 11/07/19.
2. Separation of employment for Benjamin Picone, PT Temporary (80% FTE) Program Delivery Seasonal, Transportation Services Division, effective 11/07/19.

3. Separation of employment for Leah Larson, Intermittent (34% FTE) Library Associate-Unclassified, Administration Division, effective 10/29/19.

4. Separation of employment for Elizabeth Brick, Intermittent (34% FTE) Library Associate-Unclassified, Administration Division, effective 10/29/19.

5. Separation of employment for Anna Hughes, Intermittent (34% FTE) Facility Probation Officer-Unclassified, Health and Human Services Division, effective 10/31/19.

6. Separation of employment for Jeffrey Fisch, Intermittent (34% FTE) Facility Probation Officer-Unclassified, Health and Human Services Division, effective 11/04/19.

7. FT Probationary employment for Brianna Freeberg, Social Work Case Manager, Health and Human Services Division, effective 12/02/19.

8. FT Probationary employment for Stacy Siegle, Principal Accounting Technician, Transportation Services Division, effective 11/19/19.

9. FT Temporary employment for Patrick Russell, Eligibility Specialist-Unclassified, Health and Human Services Division, effective 11/19/19.

10. Intermittent employment for Janet Jesperson, Medical Unit Clerk, Sheriff’s Office, effective 11/05/19.


12. Promotion for Spencer Autenrieth, FT Sheriff’s Deputy to FT Probationary Sheriff’s Sergeant, Sheriff’s Office, effective 01/02/20.

13. Amend separation of employment date for Yushica Bryant, FT Eligibility Specialist, Health and Human Services Division, effective 11/22/19 (previously reported as 11/01/19).

14. The recognition of the following individuals as volunteers which will enable them to be covered for liability insurance purposes in accordance with the insurance contracts currently in force with Scott County: Samantha Roth, Sanneth Chepkorir, and Abigail Kamm.

Motion carried unanimously.

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

Sheriff Luke Hennen presented the Morris A. Miller Outstanding Service Award to citizen Tim Cook, Scott County Sheriff’s Deputies Jacob Lannon and Jacob Edwinson, Allina Duty Supervisor Nathan Layne, and Allina EMT Joseph Trongard for their response during a lifesaving incident on August 17, 2019.

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

A. Principal Planner Greg Wagner presented the request to approve the final plat of Tara Farm located in Section 26 of Credit River Township. Mr. Wagner provided an overview of the proposed project noting the preliminary plat consisting of 56 lots on 251.02 acres was approved by the County Board on September 4, 2018. Mr. Wagner noted the Credit River Town Board and the Scott County Planning Advisory Commission recommend approval of the final plat.

Considerable discussion followed regarding a landlocked parcel owned by the Kane family and the family’s request for the developer to provide access to their property. It was noted this property has been landlocked for over 40 years, and that this issue was raised at the September 4, 2018 Board meeting as well, but the Kane parcel does not abut this final plat phase of Tara Farms.

Scott County Attorney Ron Hocevar advised the County Board that the Kanes and their attorney have been informed of the legal means for them to gain access to their property and the County Board does not have an obligation to ensure that access is given.

Attorney Anton Cheskis, representing the Kanes, stated the Kanes are objecting to the plat in that it does not provide connectivity to their property. Mr. Cheskis stated the current Scott County Zoning Ordinance requires connectivity; and if the final plat is approved, the Kanes will appeal.
Attorney Bob Ruppe representing Credit River Township stated it is his opinion the final plat does not violate the Zoning Ordinance. He explained the legal process available to the Kanes to obtain access to their property.

On the recommendation of the Credit River Town Board and the Scott County Planning Advisory Commission, Commissioner Beard moved, seconded by Commissioner Beer to approve the final plat of Tara Farm (On-Site Marketing Co. Inc., applicant and property owner) consisting of 26 lots and 3 outlots on 251.02 acres in Section 26 of Credit River Township, Three-Way Development Agreement (Developer, Township, County) and conservation easements. This action is in accordance with Chapters 42 and 70 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously.

B. Associate Planner Nathan Hall presented the request to approve an Interim Use Permit (IUP) from Leon Carrick and John Behnke to operate a public stable in Section 16 of Credit River Township. Mr. Hall explained the property has operated as a public stable since the early 1970s but there is not an active IUP on the property. The applicant is purchasing the property and would like to pursue official approval of the use. The applicant is not proposing any new structures on the property.

Mr. Hall reported when this item was presented at the Scott County Planning Advisory Commission meeting on October 14, 2019, the primary topic of discussion was the Credit River Town Board is recommending a condition stating that the IUP shall terminate 10 years from the date of approval, as well as upon the approval to subdivide the property or upon sale of any portion of the property. Mr. Hall stated setting an automatic termination date in an IUP is legal under county planning statutes but has not been the typical practice for IUPs issued by Scott County. After much debate, the Planning Commission passed a motion incorporating the Town Board’s recommended termination trigger events of subdivision or sale but did not recommend the automatic 10-year termination date. That motion passed on a 3-2 vote with one member abstaining and one member absent.

Mr. Ruppe reported that during today’s meeting the applicant and Township have come to the following agreement on the recommended conditions.

- The 10-year termination would be raised to 15 years.
- The termination upon the sale of any portion of the property recommendation has been removed.

Chair Weckman Brekke confirmed the applicants’ agreement with the amended recommendations.

On the recommendation of the Credit River Town Board and the Scott County Planning Advisory Commission, Commissioner Wolf moved, seconded by Commissioner Ulrich to approve the request for an Interim Use Permit as presented to operate a public stable (Leon Carrick and John Behnke, applicants and Penny and Robert Eckert, property owners) in Section 16 of Credit River Township adding a 15-year termination condition and removing the termination upon the sale of any portion of the property condition. This action is in accordance with Chapters 2, 9, and 11 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval.

Discussion followed regarding the Commissioners’ concerns on putting conditions on property that could restrict development or sale of the property.

Zoning Administrator Marty Schmitz stated although the County has the ability to place a time limitation on an IUP, it has not been the practice of staff to recommend it.

The motion carried unanimously.

(10) Committee Reports and Commissioner Updates:

A. Commissioner Wolf attended the New Market Town Board meeting on November 5.
B. Commissioner Wolf attended the Sand Creek Town Board meeting on November 7.
C. Commissioners Wolf, Beer, Ulrich, and Weckman Brekke attended the Scott County Association for Leadership and Efficiency (SCALE) meeting on November 8.
D. Commissioner Wolf met with the Cedar Lake Town Board Chair on November 12.
E. Commissioner Wolf attended the Scott County Planning Advisory Commission meeting on November 12.
F. Commissioners Wolf and Beer attended the Metropolitan Emergency Services Board meeting on November 13.
G. Commissioner Wolf met with Planning staff on November 13 regarding the potential sale of Camp Pa-Hu-Ca.
H. Commissioner Wolf attended the I35W Solutions Alliance meeting on November 14.
I. Commissioner Wolf attended the Spring Lake Town Board meeting on November 14.
J. Commissioner Wolf attended the Shakopee Mdewakanton Sioux Community Hocokata Ti open house on November 16.
K. Commissioner Wolf attended the Minnesota River Basin meeting on November 18.
L. Commissioners Wolf, Beard, and Weckman Brekke attended the Brentwood Court II groundbreaking on November 18.
M. Commissioners Wolf and Beer attended the Prior Lake City Council workshop and meeting on November 18.
N. Commissioners Wolf and Weckman Brekke attended the Scott County Agricultural Society meeting on November 18.
O. Commissioners Wolf, Beer, and Weckman Brekke attended the Veterans’ Appreciation Lunch on November 18.
P. Commissioner Beer met with County Administrator Lezlie Vermillion on November 5.
Q. Commissioner Beer attended the Prior Lake-Spring Lake Watershed District Board of Managers meeting on November 12.
R. Commissioner Beer received a functional tour of the Household Hazardous Waste Facility on November 14.
S. Commissioners Beer and Ulrich attended Families and Individuals Sharing Hope (FISH) meeting on November 14.
T. Commissioner Beard met with Shakopee City Council Member Brennan on November 17.
U. Commissioners Beard and Ulrich attended the Scott County Transportation Committee meeting on November 17.
V. Commissioner Beard attended the Association of Minnesota Counties Statewide Board meeting on November 18.
W. Commissioner Beard attended the SCALE Service Delivery Committee meeting on November 18.
X. Commissioner Ulrich attended the Scott County Parks Advisory Commission meeting on November 6.
Y. Commissioner Ulrich met with Ms. Vermillion on November 7.
Z. Commissioner Ulrich attended the FISH Executive Committee meeting on November 7.
AA. Commissioner Ulrich attended the Trunk Highway 169 Corridor Coalition meetings on November 7 and November 22.
AB. Commissioner Ulrich attended the Greater MSP annual meeting on November 11.
AC. Commissioner Ulrich attended the Community Development Agency Board meeting on November 12.
AD. Commissioner Ulrich attended the Minnesota Inter-County Association meeting on November 13.
AE. Commissioner Ulrich attended the Suburban Transit Association meeting on November 18.
AF. Commissioner Ulrich attended a pre-Metropolitan Council Transportation Advisory Board meeting with the Scott County Transportation Services Director on November 18.
AG. Commissioner Weckman Brekke met with the Metropolitan Library Services Agency Executive Director on November 5.
AH. Commissioner Weckman Brekke attended the Jackson Town Board meeting on November 5.
AI. Commissioner Weckman Brekke attended the Academies of Shakopee Steering Committee meeting on November 6.
AJ. Commissioner Weckman Brekke and Ms. Vermillion met with the Jordan Mayor and City Administrator on November 7.
AK. Commissioner Weckman Brekke attended the Louisville Town Board meeting on November 7.
AL. Commissioner Weckman Brekke attended a meeting regarding crossover youth on November 18.  
AM. Commissioner Weckman Brekke attended the Human Services Resource Council meeting on November 18.  
AN. The Commissioners all attended the workshop with representatives from Beacon Interfaith Housing Collaborative on November 19.

(11) County Administrator Update:

- The County Board 2020 Planning Workshop is Friday, November 22, at 9:00 a.m.
- County offices will be closed Thursday, November 28 and Friday, November 29 in observance of Thanksgiving.

Chair Weckman Brekke announced following today’s meeting the Board will meet in a workshop setting to receive information on crossover youth, diversion and truancy.

On a motion by Commissioner Wolf, seconded by Commissioner Beer, the meeting adjourned at 11:27 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 receive information on Scott County Delivers topic: Risk Management/Security.

County programs support Safe, Healthy and Livable Communities. These programs are tied to Community Indicators which provide on a high level some indication of overall program effectiveness. Scott County Delivers is a discussion on the Key Performance Indicators (KPIs) for County programs and Strategic Initiatives and how they are performing. These County programs also utilize business measures to track the effectiveness of programs as well as operational efficiencies. Scott County Delivers provides staff an opportunity to discuss programs and their data and shows what is working and not working in a broader setting.
Broader discussion on this data leads to understanding program impacts and overlaps between other departments and agencies. Understanding and discussing the data provides opportunities for broader collaborations, and improving process, technology, or staffing gaps.

To view materials including an overview of the program, outcomes, and measures, click here.

Fiscal Impact:
None
### Background/Justification:

The purpose of this agenda item is to approve the receipt of funds for the Drug-Free Communities Support Program and additional 1.4 full time equivalent (FTE) staff.

This Program is offered by the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA). The Program’s goal is to establish and strengthen collaboration to support the efforts of community coalitions working to prevent youth substance use. The Grant award is for $125,000 per year for up to five years and is renewable for an additional five years. This Grant award includes funding for a 1.0 FTE Community Planner in Public Health to implement the program as well as a .40 FTE Prevention Assistant to provide support for Choose Not To Use.
Alcohol, tobacco, and drug use by teens and adults was identified as the top community health issue in the Scott County Health Assessment, as well as the Resident Survey. This Grant will support actions identified in the Community Health Improvement Plan targeted at reducing student chemical and alcohol use, which is also in alignment with the Scott Family Net Action Plan. The Superintendents from all school districts in the County expressed interest in pursuing grant funding to address the chemical health issues in their school districts. Additionally, it would support the activities of the Choose Not To Use Task Force to provide education and prevent the use of illegal drugs among K-12 children, as well as citizens.

Strategies to be implemented are intended to lead to community level change. These strategies will seek to:

1. limit access to substances; and/or
2. change the culture and context within which youth make decisions about substance use; and/or
3. shift the consequences associated with youth substance use.

**Fiscal Impact:**
No fiscal impact. The Grant requires a 100% match, which is met through existing efforts by Choose Not To Use and the Statewide Health Improvement Partnership. The 1.4 FTE and related expenses will be fully covered by Grant dollars.
The purpose of this agenda item is to approve the Grant Application to UCare for $99,428 and receipt of funds if awarded.

UCare’s mission is to improve the health of its members through innovative services and partnerships across communities. UCare has long been actively involved working with many partners including county agencies, local health care providers, and charitable organizations to provide programs and support that help its members, providers, and those in their community, live healthy lives.
Scott County Public Health has been invited to apply for a Grant up to $100,000. The application is targeted at increasing the capacity of Scott County to effectively respond to substance use disorders.

According to Substance Abuse and Mental Health Services Administration (SAMHSA), enhancing access to medication-assisted treatment (MAT) for opioid use disorder is a suggested strategy to increase use of treatment and reduce unmet treatment needs, particularly for individuals with low incomes, individuals in rural areas, and in the criminal justice system as well as to decrease the frequency and amount of opioid misuse and reduce opioid overdose. This strategy has been adopted by the Community Health Improvement Committee’s Alcohol Tobacco and Other Drug Action Group.

Many of our programs work with individuals with substance use disorders such as Treatment Court, B25, family home visiting, re-entry, and others. In order to be successful, program participants need access to MAT along with counseling. However, there is a lack of prescribers in Scott County for methadone and suboxone. The lack of MAT in Scott County impedes the success of individuals in their recovery as well as these programs. Many of the participants in these programs are low-income, high-risk, and have significant barriers to accessing MAT. This Grant Proposal is to collaborate and coordinate efforts to enhance access including building availability and capacity to distribute MAT. In addition to ensuring individuals seeking treatment have access to the medications they need to be successful, anticipated benefits of the project include a decrease in substance abuse, a decrease in recidivism, an increase substance use disorder treatment, and a reduction in overdose deaths, as well as improved treatment retention and birth outcomes for opioid-dependent pregnant women.

Specific activities include:

- Increasing the community’s knowledge on how to recognize and respond to signs of an overdose, becoming more aware of the dangers of opioid misuse and addiction, gaining skills to properly store and disposing of prescription opioids.
- Improving access to MAT to treat addiction within the community.
- Providing treatment planning, intervention, and documentation for jail inmates for treatment court for current participants and potential new referrals.
- Increasing the number of primary care physicians within the County who are providing MAT for substance use disorders.
- Piloting a screening process at intake in the jails to assess for mental health and substance use disorders with 75% of all Scott County inmates, as well as those currently on MAT.
- Increasing the jail’s capacity to provide MAT to Scott County inmates.
- Increasing the capacity of Public Health Nurses and partners to respond to substance use disorders as well as infant and early childhood mental health issues through training and development.

Funding would be used to provide incentives for primary care providers and community based services to become certified to provide MAT, as well as provide training for Public Health Nurses, County staff, and community partners. Additionally, it would fund a temporary part-time position at the jail to conduct the intake screening to identify substance use disorders and behavioral health concerns. At the completion of the Grant, evaluation will be conducted to identify if the assessment process increased effectiveness of identifying those in need of services and increased their recovery success both in the community and in treatment court.

Currently, the jail study is being conducted and this pilot will provide additional data that identifies gaps in services and areas for improvement.

**Fiscal Impact:**
None
**Background/Justification:**

The purpose of this agenda item is to approve the Service Agreement with Beacon Interfaith Housing Collaborative for the Families Moving Forward (FMF) Southwest Program.

The terms of this Agreement are effective January 1, 2020 through December 31, 2020. Total funding under this Agreement shall not exceed $115,000. This funding will provide shelter and service coordination for eligible Scott County residents. Families eligible for FMF meet the State of Minnesota definition for homeless, “a household lacking a fixed, adequate night time residence.”
Beacon Interfaith Housing Collaborative has been operating the FMF Southwest Program in Scott and Carver Counties since May 2014. The FMF program provides safe overnight shelter for homeless families at congregations throughout the community. Currently 27 congregations in the two Counties are hosting families at 14 different locations. Congregations take turns weekly, opening their doors to families in the evening, providing a safe place to sleep, hot meals, and activities for the children. Families are transported to a Program Center in Chaska, where school buses pick up children for school or Head Start. During the day, parents may go to work, meet with FMF staff, search for housing and jobs, meet for financial literacy class, do laundry, make meals, and care for their children.

FMF in Scott and Carver Counties serves four families, up to 16 individuals, at any given time. The goal for the FMF program is to assist families experiencing homelessness to move to permanent, stable housing as quickly as possible and to help families gain self-sufficiency. From July 1, 2018 through June 30, 2019, FMF provided shelter and services to seven Scott County families (22 individuals).

**Fiscal Impact:**

Total funding under this Agreement shall not exceed $115,000 and is included in the 2020 Health and Human Services Budget.
The purpose of this agenda item is to authorize release of Request for Applications for 2020 Recycling Infrastructure, Innovation, and Outreach Grants and 2020 City Organic Recycling Collection Grant.

The Solid Waste Program has $500,000 included in the draft budget to fund these two grant programs in 2020.

RIIO Grant
This is the second year Scott County will offer the Recycling Infrastructure, Innovation, and Outreach (RIIO) Grants. This Grant Program is a strategy approved in the 2018 Scott County Solid Waste Management Plan.
The goal of this Grant Program is to increase recycling, or to enhance or increase the effectiveness of recycling (including reuse, organics separation, and composting) in the County. Eligible applicants include organizations, businesses, institutions, local units of government, and tribal organizations.

The $500,000 included in the draft budget includes funds from a Local Recycling Development Grant (LRDG) and the Solid Waste Special Assessment dedicated fund. Most of the budgeted amount will come from the LRDG fund balance. LRDG is required to be matched by an equal amount. The long-term plan is to continue this Grant in subsequent years, with Solid Waste Advisory Committee (SWAC) input and County Board approval, until the LRDG fund balance drops below $160,000.

City Organic Recycling Grant
Staff met with the SWAC and local solid waste haulers for recommendations, modifications, or improvements to the proposed 2020 RIIO Grant Program. During these meetings, the SWAC recommended that, in addition to offering the RIIO Grant, the County partner with Cities to increase opportunities for residents to recycle their food waste in their communities. The SWAC recommended offering a new grant program in an amount up to $25,000 per collection site for Cities to set up new or improve existing organic drop off locations. Scott County will offer $200,000 to Cities for organic drop off locations and $300,000 for the RIIO Grant for a total of $500,000.

The proposed City Organic Recycling Grant and the RIIO Grant Application are attached. Staff will review all applications according to the criteria in the Request for Applications, and will recommend awards for Board consideration in February or March 2020.

Fiscal Impact:
This Grant Program will not affect the 2020 levy. The funding for the Grant will be coming from the LRDG, the Solid Waste Special Assessment, or a match from other applicants. The Solid Waste Program has $500,000 included in the draft budget for this Grant Program in 2020.
When you recycle your organics everyone benefits - you, the community and our environment

Dear City of Shakopee,

Scott County is offering up to $25,000 in grant funding to assist cities in starting or expanding a Organics drop-off site. The grant funds infrastructure (such as fencing, security, or concrete pad) needed to start or improve an existing site. It also funds the purchase of supplies such as bags, education materials, advertising and up to three years of operating costs to include dumpster rental, service and disposal. Our goal is to increase the capture of food waste in Scott County and turn it into compost, reducing the amount of food waste sent to landfills.

Your local haulers support this goal and are ready to assist you. Please see grant application for more information.

Application due January 16, 2020

SCOTT COUNTY ENVIRONMENTAL SERVICES
GOVERNMENT CENTER 200 FOURTH AVENUE WEST · SHAKOPEE, MN 55379-1220
Guidelines for City Organic Recycling Collection Site Grant

Goal of this grant is to increase access to organic recycling for all Scott County residents

Purpose

Organics make up about 30 percent of the trash. That material can be turned into compost for healthy soils or used to create energy. Getting organics out of the trash is our biggest opportunity to increase recycling goals and reduce waste to landfill. By adding organics collection sites we hope to increase organics recycling participation in Scott County.

Scott County is making funds available to cities to establish organic drop-off sites. These sites will increase access to organic recycling for residents not served by city programs. Experience has shown that organic drop off raises awareness of what organic recycling is, why it is important, and how to get started.

Scott County staff and local haulers have met and discussed the need to increase organic recycling. Haulers support this initiative and are happy to provide assistance. Please contact your local hauler to discuss organic collection partnership and opportunities.

Funding available

The county has $200,000 available for city organic drop-offs. The intent is to fund 8 sites within the cities of Scott County. The county has established a maximum award of $25,000 per site. The cities must provide a 25% in-kind or cash match towards the grant dollars requested. In-kind (labor, utility cost, maintenance, and property value) and cash match must be described in the application.

Eligible expenses

<table>
<thead>
<tr>
<th>Eligible expenses include:</th>
<th>Ineligible expenses include, but are not limited to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Hauling and disposal</td>
<td>• Vehicles</td>
</tr>
<tr>
<td>• Construction – enclosures, pads, etc.</td>
<td>• Purchase of property</td>
</tr>
<tr>
<td>• Dumpsters or carts</td>
<td>• Political contribution</td>
</tr>
<tr>
<td>• Promotions</td>
<td>• Gifts</td>
</tr>
<tr>
<td>• Educational materials</td>
<td>• Finance charges</td>
</tr>
<tr>
<td>• Other supplies and services approved by the county</td>
<td></td>
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<tr>
<td>• Staff Time</td>
<td></td>
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<tr>
<td>• Site security</td>
<td></td>
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<tr>
<td>• Compostable bags</td>
<td></td>
</tr>
</tbody>
</table>

*Eligible expenses cannot be reimbursed unless those expenses occur during the term of an executed service agreement between Scott County and the city.
Application due January 16

Completed applications can be submitted by mail or by email

Mail to: Nick Reishus, Environmental Services, 200 Fourth Ave W, Shakopee, MN 55379
Email to: nreishus@co.scott.mn.us | Subject: City Compost Collection Application

Funding priorities

The County will use the following criteria to prioritize proposals:

- City does not have existing curbside organic program or drop-off options
- City demonstrates readiness to move forward
- Effort made to ensure site is secure to reduce contamination and site preparation expense

The County reserves the right to refuse funding for a project or partially fund a project.

City requirements

The following requirements apply:

- Follow the hauler guidelines for acceptable organic materials
- Collaborate with hauler or county to plan implementation and promote the site
- Encourage residents to sign up for city or hauler email notifications about the drop off program, which may include details about how to participate and updates about program changes
- Designate and provide contact information of city employee(s) or department that will manage the site
- Report basic information, including a hauling data and participation estimates
- Allow all county residents to use the site
- Operate and Maintain the site for at least 3 years
- Collection site must be in Scott County

Funding process

- Application will be accepted no later than 3:30PM on January 16, 2020.
- The city must purchase item in the approved grant agreement. After the purchase and implementation, the city must contact the County to confirm purchase (site visit or provide receipts of purchase). Scott County will process approved reimbursement within 10 working days of confirmation.

Reporting Requirements

- City must report to County the amount of tons collected for 3 years after drop-off site opens.
- City must report the amount of tons collected within 30 days of end of collection period
- City must provide a report at the end of the grant detailing completion of items in grant application

To ensure Program Success Scott County Environmental Services will provide the following

- County will provide technical support to City partners and residential participants for duration of program.
- County will create and maintain an Organics Recycling Website which will contain program education, site locations, contact information, County contact, and other program information.
- County will provide contact information of a County Environmental Staff Person that program partners can direct participates to for specific organics recycling questions.
- County Environmental Staff will publish an annual article in the Scott County SCENE Newspaper promoting the Organics Recycling Collection Program and will provide site locations, contact information and education.
- County will advertise the organics program to rural residents annually through Scott County SCENE and Social Media.
City Organic Recycling Collection Sites
Grant Application

Applicant Information

<table>
<thead>
<tr>
<th>City Name</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Contact Name</td>
<td></td>
</tr>
<tr>
<td>Contact Title</td>
<td></td>
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<tr>
<td>Address</td>
<td></td>
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<tr>
<td>City, Zip Code</td>
<td></td>
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<tr>
<td>Phone Number</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
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</table>

New compost site (circle) yes/ no

Location of proposed new site

Improve/expand existing site (circle) yes/no

Location (address) of existing site

Name of Hauler to provide organic collection service

Description of proposal: Please provide a brief description of the project proposal (Less than 500 words)

If awarded a grant, grantee agrees to:

- Provide a secure collection site to prevent contamination of compost and illegal dumping
- Provide outreach that collection site is available to residents
- Provide residents information on how to properly compost and use collection site
- Collection site are available city residents and adjacent townships
- Complete report documenting baseline pre-grant and post-grant quantities

Mail to: Scott County Environmental Services | Attn: City Compost Collection Application| 200 Fourth Ave W | Shakopee, MN 55379

Email to: nreishus@co.scott.mn.us | Subject: City Compost Collection Application
**Description of Grant Request:**

<table>
<thead>
<tr>
<th>Description of Item needed</th>
<th>Description of Cost (labor and material)</th>
<th>County Grant</th>
<th>City Match</th>
</tr>
</thead>
<tbody>
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</table>
Scott County Recycling Infrastructure, Innovation and Outreach Grants

Grant Program Summary
Scott County as part of implementing its Solid Waste Management Master Plan is soliciting proposals to increase recycling or the effectiveness of recycling (including reuse; and organics separation, collection and composting) of Mixed Municipal Solid Waste. This solicitation is for applications received no later than 3:30 P.M. January 30, 2020. The County has a total of $300,000 for these grants in 2020.

New for Solid Waste Haulers
Starting in 2020, Scott County haulers are required to offer their residential customers an organic recovery option. In an effort to assist with this new requirement, this year we are offering haulers a grant opportunity for organic recycling drop off sites. A separate application for Hauler Organic Recycling Collection Site grant and guidelines are enclosed. The Scott County Recycling Infrastructure, Innovation and Outreach grant criteria below apply to the Hauler Organic Recycling Collection Site grant.

Goal
The goal of this grant program is to increase recycling, or to enhance or increase the effectiveness of recycling in the county.

Eligible Parties
Eligible applicants include non-governmental organizations, public-private partnerships, businesses, institutions, local units of government, and tribal governments.

Focus Areas
While applications for any activity that has documented ability addressing the goal of the program are eligible, priority will be given to applications that build additional recycling capacity in Scott County, particularly with respect to:
1. Infrastructure for organics collection and composting (i.e., transfer capacity, drop off sites, or collection methods).
2. Infrastructure for increasing reuse (i.e., increased collection, storage, repair and reuse, and re-distribution).
3. Infrastructure and innovative approaches for increasing the recycling of non-traditional materials (e.g., plastic film, carpet, textiles, and mattresses).
4. Innovative approaches and outreach efforts to reduce contamination at the curb and in recovered products.
5. Outreach and promotion efforts to businesses, institutions and residents designed to complement the county’s existing efforts, increase recycling, and reduce contamination (see a summary of the county’s existing education and outreach effort (see [https://www.scottcountymn.gov/DocumentCenter/View/11418/Educational-Assessment-Chart](https://www.scottcountymn.gov/DocumentCenter/View/11418/Educational-Assessment-Chart)).
6. Feasibility or Market Studies that generate information necessary to make decisions about future infrastructure investments and market demand, or organics availability.
7. Studies that investigate options and next steps for converting large food venues to reusable service settings (e.g., cups, Plates, etc), or compostable service settings in combination with source separating organics and food waste.

Eligible Expenses/Projects
Projects need to have a demonstrable benefit to recycling in Scott County, and preferably address one of the focus areas above. Eligible expenses include equipment, facilities, supplies, and labor related to the proposed improvements.
Ineligible Costs

- Research and development of a product that would be patented, copyrighted, or a subject of trade secrets.
- Cost of existing efforts or programs.
- Operating costs, except for a limited duration of additional hauling cost for new or pilot activities if approved as part of the application.
- Cost of preparing the grant application.
- Cost of activities and cost incurred prior to execution of a grant agreement.
- Vehicles; unless needed to capture a new recycling stream and is not part of a for-profit service, or as part of an effort to pilot a new technology if approved as part of the application.
- Purchase of real property (land, real estate, and buildings) or easements. However, if not incurred prior to execution of a grant agreement, such costs may count toward the required match percentage.
- Cost of fund raising, lobbying, lobbyists, and political contributions; entertainment, gifts; and bad debt, late payment fees and finance charges.

Other Requirements

- Projects need to have a demonstrable benefit to recycling in Scott County.
- Each awardee must enter into an agreement with Scott County. The application will be used to develop a Scope of Work for the agreement. The agreement will be similar to the standard county agreement included as Attachment A.
- Awardees must be in compliance with applicable regulations governing waste management in the county before a contract will be awarded (businesses or public entity applicants must have and implement a plan to be in compliance within 6 months with Minn. Stat, 115A.151, Minn. Stat 115A.471, and Minn. Stat. 115A.552).
  - A public entity must be recycling and having waste processed in accordance with Minn. Stat. 115A.471 and Minn. Stat. 115A.552.
  - Businesses must be recycling in accordance with Minn. Stat. 115A.151.
  - Waste management and composting facilities must have appropriate permits and licenses.
  - Haulers must have appropriate licensing and meet Scott County’s ordinances.
- Awardees must agree to report baseline pre-grant and annual post-grant quantities of a) materials recycled (or reused), b) trash, and c) other measures as applicable such as percent contamination, or percent participation. Provide a final report documenting results and lessons learned.
- Maintain grant funded improvements or pilot efforts as follows:
  - Innovative Collection and Outreach efforts for duration agreed to with the application and preferably not less than two years.
  - Infrastructure and technology improvements as standard for the industry and agreed to with the application preferably not less than five years.
- Agree to host a site visit (if applicable) for Scott County representatives including the Scott County Solid Waste Advisory Committee.
- Agree to a press release or story published about the project.
- Involve Scott County staff in Feasibility and Market Studies.
Provide match as follows.

<table>
<thead>
<tr>
<th>Grant Category</th>
<th>Project/Expense Type</th>
<th>Required Match</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infrastructure/Technology Improvements</td>
<td>Equipment, facilities, infrastructure or technologies</td>
<td>Equal</td>
<td>$100,000 grant + $100,000 match for total project of $200,000</td>
</tr>
<tr>
<td>Outreach</td>
<td>Education and Outreach</td>
<td>25%</td>
<td>$10,000 grant + $2,500 match for total project of $12,500</td>
</tr>
<tr>
<td>Innovative Recycling Collection Methods</td>
<td>Piloting new or additional innovative collection methods</td>
<td>75%</td>
<td>$50,000 grant + $37,500 match for total project of $87,500</td>
</tr>
<tr>
<td>Feasibility Studies</td>
<td>Feasibility and Market Studies</td>
<td>Equal</td>
<td>$25,000 grant + $25,000 match for total project of $50,000</td>
</tr>
<tr>
<td>Organics Conversion Studies</td>
<td>Food Venue Conversion Studies</td>
<td>10%</td>
<td>$10,000 grant + $1,000 match</td>
</tr>
</tbody>
</table>

Applicants for the Hauler Organic Recycling Collection Site grant please see the guidelines enclosed for match requirements.

**Review Criteria**

In addition to the agreeing to the Other Requirements above, applicants will need to be in compliance with applicable regulations on a pass/fail basis. Applications meeting these basic requirements will be reviewed by the Environmental Service Department according to the criteria in the following table. The highest scoring applications will then be considered for funding. Awards less than $100,000 can be considered and approved administratively provided there is enough budget. Awards exceeding $100,000 will be considered by the County Board. The County reserves the right to follow-up or meet with applicants to obtain additional information, or ask questions as necessary to evaluate applications.

<table>
<thead>
<tr>
<th>Type</th>
<th>Criteria</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcome</td>
<td>Improves or increases effectiveness of recycling and/or reuse</td>
<td>30%</td>
</tr>
<tr>
<td></td>
<td>Provides for long-term improvements (builds capacity beyond the term of the grant)</td>
<td>25%</td>
</tr>
<tr>
<td></td>
<td>Addresses one or more priority Focus Area</td>
<td>10%</td>
</tr>
<tr>
<td>Feasibility</td>
<td>Financially realistic/cost effective/sustainable</td>
<td>15%</td>
</tr>
<tr>
<td>Innovation</td>
<td>Well documented project approach with probability of success</td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>Advances innovative strategies, technologies, methods, or techniques</td>
<td>5%</td>
</tr>
<tr>
<td>Project readiness</td>
<td>Clarity and completeness of application</td>
<td>5%</td>
</tr>
</tbody>
</table>

1. Quantified estimates of increases in recycling or reuse resulting from the proposed project will be given more weight than just narrative descriptions.
2. Project must meet minimum of 2 years for an innovative collection or education/outreach effort, while the infrastructure, facility or technology (i.e., physical) improvements must last the industry standard or at least 5 years. Longer duration improvements will receive more weight, but it is up to the applicant to clearly support and document this duration in their application.
Right to Refuse
Receipt of applications does not obligate Scott County to award grants. The cost of responding to this grant advertisement is the responsibility of the submitting entity. The County has the right to negotiate with applicant to establish mutually beneficial projects, contract terms and conditions.

Grant Reimbursements
The payment or reimbursement process and schedule will be detailed in the agreement. The County prefers reimbursing actual documented expenses quarterly upon receipt of documentation and brief narrative description of work completed; or if the awardee has potential cash flow issues, the county will consider awarding 50% of the award up front with the balance paid quarterly upon receipt of expense documentation and brief narrative description of work completed. In either case the final 10 percent of the award will be held until a final report is received by the County. Labor either paid for by the project, or used as match for the project will be limited to salary plus benefits, and a maximum of 10% administrative/overhead cost applied to salary.

Grantee Bidding Requirements
If selected grantees that are non-governmental organizations (NGO’s, both non-profit and for profit) must follow:
Any grant-funded services and/or materials that are expected to cost:
- $175,000 or more must undergo a formal notice and bidding process.
- Between $25,000 and $174,999 must be competitively awarded based on a minimum of three verbal quotes or bids.
- Support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.
The grantee must not contract with vendors who are suspended or debarred in Minnesota:
http://www.mmd.admin.state.mn.us/debarredreport.asp.
Grantees that are municipalities must follow:
- The contracting and bidding requirements in the Uniform Municipal Contracting Law as defined in Minn. Stat. § 471.345.
- The requirements of prevailing wage for grant-funded projects that include construction work of $25,000 or more, per Minn. Stat. §§ 177.41 to 177.44. The bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.
The grantee must not contract with vendors who are suspended or debarred in Minnesota:
http://www.mmd.admin.state.mn.us/debarredreport.asp

Reporting Requirements
Reporting requirements will be detailed in the grant agreement, and will be in accordance with the approved application. It is anticipated, however, that a brief final report will be required documenting results and lessons learned.

Verification and Audit
The County may require site visits or other documentation to verify the completion or implementation of grant activities. Pursuant to Minn. Stat. Section 16C.05, Subd. 5, the books, records, documents, and accounting procedures and practices of Provider relative to this agreement shall be subject to examination by the County
and the State Auditor. Complete and accurate records of the work performed pursuant to this agreement shall be kept by Provider for a minimum of six (6) years following termination of this agreement for such auditing purposes. The retention period shall be automatically extended during the course of any administrative or judicial action involving the County regarding matters to which the records are relevant. The retention period shall be automatically extended until the administrative or judicial action is finally completed or until the authorized agent of the County notifies Provider in writing that the records need no longer be kept.

Application Submission Instructions
Prior to applying, applicants are encouraged to talk with Nick Reishus, nreishus@co.scott.mn.us, ksedlacek@co.scott.mn.us, about their idea.

Haulers applying for the Hauler Organic Recycling Collection Site grant please use application enclosed.

Applications must be submitted no later than 3:30 P.M. January 30, 2020 to Environmental Services, Scott County, 200 Fourth Avenue W., Shakopee, MN 55379. Applications must consist of:

a) A cover letter:
   - Identifying the applicant and its legal status (i.e., corporation, partnership, non-profit, etc), address, name of single point of contact, single point of contact information, project manager information if different than the point of contact, and signed by person with binding authority to represent the application.
   - Providing a name for the project;
   - Identify which grant category (i.e., Infrastructure and Technology, Education and Outreach, or Feasibility and Market Study, or Food Venue Conversion Study) for which the application is being submitted,
   - Describing current level of compliance (or plan for compliance) with regulations described above on pages 2 and 3.

b) A narrative describing the proposal limited to three letter size pages. This narrative must include the name of the project and the grant category. It must describe the estimated improvement to recycling (including reuse and organics if applicable); and duration of these benefits. Numerical estimates with supporting documentation will be given more weight than narrative descriptions. The narrative must also disclose any potential conflicts of interest. A project schedule must also be included.

c) A one page budget broken down by task and expense type (equipment, facility, supplies, labor etc) showing both grant amounts requested and match. Individual equipment, technological improvements and facility improvements over $5,000 must be detailed as to manufacturer or industry name and its intent.

Schedule
1. Acceptance of applications until 3:30 P.M. January 30, 2020
2. Recommend grant awards February or March 2020
3. Contract negotiation March/April 2020
4. Execute contracts and start work May 2020
AGENDA #7.5
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: DECEMBER 5, 2019

ORIGINATING DIVISION: Transportation Services
ORIGINATING DEPARTMENT: Highway Department

CONSENT AGENDA: Yes  No

PRESENTER: Joe Wiita-8063

ATTACHMENTS: Yes  No

PROJECT: Trail Maintenance

TIME REQUESTED: N/A

ACTION REQUESTED: Adopt Resolution No. 2019-167; Authorizing a Cooperative Agreement for Preventative Trail Maintenance and Joint Purchasing With the Cities Within Scott County and Other Surrounding Area Cities

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: DISTRIBUTION/FILING INSTRUCTIONS:

Denied: Deputy Clerk :

Tabled: Date:

Other:

Background/Justification:
The purpose of this agenda item is to adopt Resolution No. 2019-167; Authorizing a Cooperative Agreement for Preventative Trail Maintenance and Joint Purchasing with the Cities Within Scott County and Other Surrounding Area Cities.

In 2019, County Highway Department staff met with City Engineers and Maintenance Supervisors within the County, to discuss the significant investment in trail infrastructure in communities and necessary preventative trail maintenance.
Historically, trail maintenance and preventative maintenance responsibility on County highways has been assigned to Cities at the time the trail was built. Research has shown that preventative maintenance extends the life of the trail if performed regularly. Most Cities have not been performing preventative trail maintenance on a regular basis. The County would like to see this preventative maintenance occur regularly. To assist the Cities, the County has changed its practice and will now approach it as a shared responsibility, splitting costs 50/50 with each community in our cost sharing policy.

In January, County Highway Department staff met with the City Maintenance Supervisor Group and proposed the following:

- Start preventative maintenance program on trails beginning in 2019 and 2020.
  - 2019 became too late, and have shifted the program to 2020 and 2021.
- All trails along County highways will receive a slurry seal (using the City of Shakopee/Scott County specification).
- All trails would receive this treatment every 5 to 7 years. The trails would be routinely inspected to determine need.
- There was also discussion of doing a joint purchasing arrangement, similar to the Burnsville-led Joint Powers Agreement. Cities may elect to participate in joint purchasing for City trail preventative maintenance. The Cities of Waconia and Eagan requested to be included in joint purchasing for trail maintenance services.

In February, this was discussed at the Scott County Association for Leadership and Efficiency (SCALE) Service Delivery Committee which includes City Administrators and was supported.

Since that time, the County drafted a Trail Preventative Maintenance and Joint Purchasing Cooperative Agreement that will cover:

1) County highway trails cost sharing between the County and the Cities within Scott County
   a. Cost split 50/50 for projects within the County’s Trail Preventative Maintenance Program.
2) Elective joint purchasing by Cities
   a. The joint purchasing will be at sole cost to the requesting party for projects outside of the County’s Trail Maintenance Program.

The draft Agreement has been sent to all participating parties for their review. The City of Shakopee has requested to opt out of the Cooperative Agreement and we have agreed the City will lead trail preventative maintenance on County and City trails within Shakopee. New Prague is also opting out due to their preferences to use another preventive maintenance application. We will be doing separate cost sharing agreements with Shakopee and New Prague. All other Cities support cost sharing and a joint purchasing agreement and it is anticipated they will approve the Cooperative Agreement by December 6. We anticipate advertising in early January 2020.

Funding for 2020 and 2021 for Scott County’s share of trail preventative maintenance will come from one time funding provided by the state legislature in 2018 to Scott County for highway maintenance or construction.

**Fiscal Impact:**

None
RESOLUTION NO. 2019-167; AUTHORIZING A COOPERATIVE AGREEMENT FOR PREVENTATIVE TRAIL MAINTENANCE AND JOINT PURCHASING WITH THE CITIES WITHIN SCOTT COUNTY AND OTHER SURROUNDING AREA CITIES

WHEREAS, County Highway Department staff had a discussion with the City Engineers and Maintenance Supervisors within Scott County, Waconia, and Eagan about trail preventative maintenance; and

WHEREAS, historically, trail maintenance and preventative maintenance responsibility on County highways has been assigned to Cities at the time the trail was built and research shows that preventative maintenance extends the life of the trail if performed regularly; and

WHEREAS, most Cities have not been performing preventative trail maintenance on a regular basis and the County would like to see this preventative maintenance occur regularly so to assist the Cities, the County has changed its practice and will approach it as a shared responsibility, splitting costs 50/50 with each community in our cost sharing policies; and

WHEREAS, the Trail Preventative Maintenance and Joint Purchasing Cooperative Agreement has been prepared; and

WHEREAS, the Agreement has been sent to all participating parties and it is anticipated all participating cities will approve the Cooperative Agreement by December 6, 2019.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners in and for the County of Scott, Minnesota, hereby authorizes the Preventative Trail Maintenance and Joint Purchasing Cooperative Agreement with the Cities within Scott County and other surrounding area Cities.

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

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 5th day of December, 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 5th day of December, 2019.

__________________________________________  County Administrator
__________________________________________  Administrator’s Designee
### Agenda Item #7.6
**SCOTT COUNTY, MINNESOTA**
**REQUEST FOR BOARD ACTION**
**MEETING DATE: DECEMBER 5, 2019**

<table>
<thead>
<tr>
<th>ORIGINATING DIVISION:</th>
<th>Transportation Services-Program Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINATING DEPARTMENT:</td>
<td>Program Delivery</td>
</tr>
<tr>
<td>PRESENTER:</td>
<td>Lisa Freese-8363</td>
</tr>
<tr>
<td>ATTACHMENTS:</td>
<td>✓ Yes  □ No</td>
</tr>
<tr>
<td>PROJECT:</td>
<td>CP 42-10</td>
</tr>
<tr>
<td>TIME REQUESTED:</td>
<td>N/A</td>
</tr>
<tr>
<td>ACTION REQUESTED:</td>
<td>Adopt Resolution No. 2019-168; Authorizing the Acceptance of Bids for the Sale and Removal of a Single Family House From 6921 Egan Drive (County Highway 42) in the City of Savage.</td>
</tr>
<tr>
<td>CONTRACT/POLICY/GRANT:</td>
<td>✓ County Attorney Review</td>
</tr>
<tr>
<td>CONTRACT/POLICY/GRANT:</td>
<td>□ Risk Management Review</td>
</tr>
<tr>
<td>FISCAL:</td>
<td>□ Finance Review</td>
</tr>
<tr>
<td>FISCAL:</td>
<td>□ Budget Change</td>
</tr>
<tr>
<td>ORGANIZATIONAL VALUES:</td>
<td>✓ Stewardship: Ensuring the responsible and stable investment of taxpayer dollars and communicating its value to the public</td>
</tr>
<tr>
<td>ORGANIZATIONAL VALUES:</td>
<td>□ Partnership: Aligning existing resources, volunteers and programs to achieve shared goals</td>
</tr>
<tr>
<td>ORGANIZATIONAL VALUES:</td>
<td>□ Leadership: Anticipating changes and managing challenges based on reliable information and citizen input</td>
</tr>
<tr>
<td>ORGANIZATIONAL VALUES:</td>
<td>□ Commitment: Developing a high quality workforce that is dedicated to advancing a safe, healthy and livable community</td>
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<tr>
<td>ORGANIZATIONAL VALUES:</td>
<td>□ Customer Service: Creating a customer experience that is respectful, responsive and solution-oriented</td>
</tr>
<tr>
<td>ORGANIZATIONAL VALUES:</td>
<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>
</tr>
<tr>
<td>DEPARTMENT/DIVISION HEAD SIGNATURE:</td>
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<tr>
<td>COUNTY ADMINISTRATOR SIGNATURE:</td>
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<tr>
<td>Approved:</td>
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<td>Denied:</td>
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<td>Tabled:</td>
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<tr>
<td>Other:</td>
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<tr>
<td>Deputy Clerk:</td>
<td></td>
</tr>
<tr>
<td>Date:</td>
<td></td>
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</table>

**Background/Justification:**

The purpose of this agenda item is to adopt Resolution No. 2019-168; Authorizing the Acceptance of Bids for the Sale and Removal of a Single Family House From 6921 Egan Drive (County Highway 42) in the City of Savage.

The property of 6921 Egan Drive, Savage, MN 55378, was purchased by Scott County as authorized by the Board on November 20, 2018 by Resolution No. 2018-174. The purchase of this property allows the removal of direct private access from County Highway (CH) 42 consistent with the objectives of the CH 42 Corridor Study, access management guidelines based on its principal arterial function, and the 2040 Comprehensive Plan.
There is not a suitable way to provide alternate access to the property; and therefore, removal of the house is appropriate.

The County followed the statutory prescribed process by advertising for three weeks for sealed bids to purchase and remove the house. The County received two sealed bids prior to the bid closing deadline on November 19, 2019.

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Jeff Tupy</td>
<td>$2,501.00</td>
</tr>
<tr>
<td>Otting House Movers, LLC</td>
<td>$1,507.00</td>
</tr>
</tbody>
</table>

Jeff Tupy was the highest responsible bidder at $2,501.00

In the event the Board elects not to approve the sale of this house, we anticipate that the remaining option will be demolition with its associated costs. The demolition costs are anticipated to be in excess of $20,000. The money received from this bid is placed back into the road and bridge fund.

**Fiscal Impact:**
None
RESOLUTION NO. 2019-168; AUTHORIZING THE ACCEPTANCE OF BIDS FOR THE SALE AND REMOVAL OF A SINGLE FAMILY HOUSE FROM 6921 EGAN DRIVE (COUNTY HIGHWAY 42) IN THE CITY OF SAVAGE

WHEREAS, the County purchased the property at 6921 Egan Drive, Savage, MN 55378, a single family home, by Board authorization on November 20, 2018 by Resolution No. 2018-174; and

WHEREAS, the property was purchased for the removal of direct private access onto County Highway (CH) 42 under Project CP 42-10 to facilitate of access management of CH 42 as a principal arterial consistent with the 2040 Comprehensive Plan and the objectives of the County Highway 42 Corridor Study; and

WHEREAS, after recommendation by the County Engineer for removal, it was advertised by legal notice in the official newspaper for three weeks for sealed bids for sale and removal of the house; and

WHEREAS, two bids were received on November 19, 2019; and

WHEREAS, the bid of Jeff Tupy, Prior Lake, Minnesota, in the amount of $2,501.00 and was the highest responsible bid.

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 accept the bids for the sale and removal of one house from property 6921 Egan Drive, Savage, MN. The Bill of Sale amount is $2,501.00 and subject to approval by the County Attorney’s Office as to form.

<table>
<thead>
<tr>
<th>COMMISSIONERS</th>
<th>VOTE</th>
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<tbody>
<tr>
<td>Weckman Brekke</td>
<td>Y</td>
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<tr>
<td>Wolf</td>
<td>Y</td>
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<tr>
<td>Beard</td>
<td>Y</td>
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<td>Beer</td>
<td>Y</td>
</tr>
<tr>
<td>Ulrich</td>
<td>Y</td>
</tr>
</tbody>
</table>

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 5th day of December, 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 5th day of December, 2019.

______________________________       ________________________________
County Administrator               Administrator’s Designee
AGENDA #7.7
SCOTT COUNTY, MINNESOTA
REQUEST FOR BOARD ACTION
MEETING DATE: DECEMBER 5, 2019

ORIGINATING DIVISION: Transportation Services-Program Delivery
ORIGINATING DEPARTMENT: Program Delivery
CONSENT AGENDA: ☑ Yes ☐ No

PRESENTER: Tony Winiecki-8008
ATTACHMENTS: ☑ Yes ☐ No

PROJECT: CP 42-19
TIME REQUESTED: N/A

ACTION REQUESTED: Adopt Resolution No. 2019-169; Certifying Final Approved Appraisal of Value for Certain Land Acquisitions and Authorizing Acquisition by Expedited (“Quick Take”) Eminent Domain Proceedings for County Project CP 42-19, Located in the Cities of Prior Lake and Shakopee

CONTRACT/POLICY/GRANT:
☐ County Attorney Review
☐ Risk Management Review
☐ 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: DISTRIBUTION/FILING INSTRUCTIONS:
Denied: 
Tabled: 
Other: 
Deputy Clerk:
Date:

Background/Justification:
The purpose of this agenda item is to adopt Resolution 2019-169; Certifying Final Approved Appraisal of Value for Certain Land Acquisitions and Authorizing Acquisition by Expedited (“Quick Take”) Eminent Domain Proceedings for County Project (CP) 42-19 Located in the Cities of Prior Lake and Shakopee.

The County is the lead agency as the road authority for a transportation highway expansion project to reconstruct a segment of County Highway (CH) 42 from its intersection with CH 17 to its intersection with CH 83. This segment of CH 42 is a rural two lane County highway, which will be reconstructed as a divided four
This project will reconstruct a divided four lane highway on the last remaining gap of CH 42. The project will include pedestrian and bicycle path trails on each side of the roadway. The project will improve mobility of traffic, provide the traveler with continuity on this major transportation corridor, and will improve traffic safety.

This Resolution authorizes eminent domain proceedings, requests the County Attorney to initiate proceedings, and certifies the final approved appraisal of value and other damages for acquiring interests in real property for expedited (“Quick Take”) condemnation. County right-of-way staff will continue good faith efforts to negotiate after the initiation of condemnation proceedings by its preference to consummate a settlement by mutual agreement.

Partial acquisitions are required for the project on 4 parcels held in private ownership and on 18 parcels owned by Shakopee Mdewakanton Sioux Community (SMSC) either in fee lands or trust lands. Negotiations have made a settlement on 1 parcel held in private ownership while negotiations are continuing or suspended on the other 3 parcels honoring owners’ election and prerogative to obtain their own appraisal. Normally it takes an owner approximately three to four months from written offers to engage in discussions and negotiations.

On the 18 parcels on SMSC fee lands or trust lands, SMSC offers, at no cost, that it will grant easements on its fee lands and a right-of-entry on its trust lands pending issuance of easements on its trust lands by the Bureau of Indian Affairs (BIA). The grant of easements on SMSC fee lands and the right-of-entry on trust lands is pending by the parties’ desire to handle concurrently with a pending Construction Cooperative Agreement between the SMSC and the County.

In order to support the project schedule and to maintain its programmed year, authorizing eminent domain early in the right-of-way process is required, which requires certification that the project has title and possession of all of the right-of-way at the earliest available date. The goal of the project schedule is to begin construction as early as feasible in the Spring of 2020.

The parcels are referenced by Parcel No. and Exhibit, as follows:

<table>
<thead>
<tr>
<th>Parcel No.</th>
<th>Exhibit</th>
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<tbody>
<tr>
<td>3</td>
<td>A</td>
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<td>4</td>
<td>B</td>
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<td>5</td>
<td>C</td>
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The certified values were provided to the County Board previously by confidential memorandum in support of the Board approval of an estimate of just compensation for these parcels. The County Attorney advises that state law requires that this information remains private protected data by the Government Data Practices Act under Minn. Stat. Chap. 113.

This project is programmed for 2020 construction in the Transportation Improvement Program (TIP) 2019-2028 under County Project CP 42-19. There is sufficient funding program in right-of-way for this project to cover anticipated costs of settlements.

Fiscal Impact:
None
RESOLUTION NO. 2019-169; CERTIFYING FINAL APPROVED APPRAISAL OF VALUE FOR CERTAIN LAND ACQUISITIONS AND AUTHORIZING ACQUISITION BY EXPEDITED ("QUICK TAKE") EMINENT DOMAIN PROCEEDINGS FOR COUNTY PROJECT CP 42-19 LOCATED IN THE CITIES OF PRIOR LAKE AND SHAKOPEE

WHEREAS, Scott County is the lead agency as the road authority for a transportation highway expansion project on County Highway (CH) 42 from its intersection with CH 17 and to its intersection with CH 83; and

WHEREAS, the project is in the Transportation Improvement Plan (TIP) 2019-2028 as County Project (CP) 42-19, which is programmed for construction in the fiscal year of 2020; and

WHEREAS, acquisition of right-of-way by partial acquisitions is required from 22 parcels consisting of 4 privately held parcels and 18 parcels owned by Shakopee Mdewakanton Sioux Community (SMSC); and

WHEREAS, Scott County has appointed independent appraisers and provided agency approval of just compensation or otherwise has determined the fair market value for an estimate of just compensation on these four parcels held in private ownership; and

WHEREAS, the County Engineer has proceeded to acquire highway right-of-way over certain lands required for the project through negotiation and in accordance with Minnesota Statutes; and

WHEREAS, the County Engineer has settled 1 parcel held in private ownership and is continuing negotiations in good faith to settle by mutual agreement the partial takings on the 3 remaining parcels held in private ownership; and

WHEREAS, in order to support the project schedule it is necessary to acquire title and possession on these 3 outstanding parcels held in private ownership by condemnation proceedings.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Scott, Minnesota, that the chairperson of the Board, certifies its final approved appraisal of value and other damages of the real property and easements as described in the attached Exhibits, which are referenced as follows:

<table>
<thead>
<tr>
<th>Parcel No.</th>
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<tr>
<td>3</td>
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<tr>
<td>4</td>
<td>B</td>
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<td>5</td>
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BOARD OF COUNTY COMMISSIONERS  
SCOTT COUNTY, MINNESOTA

Date: December 5, 2019
Resolution No.: 2019-169

Motion by Commissioner:  
Seconded by Commissioner:  

BE IT FURTHER RESOLVED, that the land required for CP 42-19, which cannot be acquired by direct negotiation, shall be acquired by eminent domain using expedited (“Quick Take”) procedures described in Minn. Stat. Chap. 117, and the County Board hereby requests the County Attorney to file the necessary petition therefore and to prosecute such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the County or court.

BE IT FINALLY RESOLVED, that all actions taken by the County Attorney’s Office and the County Transportation Services Division prior to the adoption of the Resolution are hereby ratified in all respects.

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<tr>
<th>COMMISSIONERS</th>
<th>VOTE</th>
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<tbody>
<tr>
<td>Weckman Brekke</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
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<tr>
<td>Wolf</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
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<tr>
<td>Beard</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
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<td>Beer</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
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<tr>
<td>Ulrich</td>
<td>□ Yes □ No □ Absent □ Abstain</td>
<td></td>
</tr>
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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 5th day of December, 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 5th day of December, 2019.

________________________________________  
County Administrator

________________________________________  
Administrator’s Designee
PERMANENT HIGHWAY EASEMENT:
That part of the Southeast Quarter of the Southwest Quarter and that part of the Southwest Quarter of the Southeast Quarter, Section 20, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted and shown as Parcel 2 on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

PERMANENT DRAINAGE AND UTILITY EASEMENT:
That part of the Southeast Quarter of the Southwest Quarter and that part of the Southwest Quarter of the Southeast Quarter, Section 20, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted as Drainage and Utility Easement Parcel 2 and shown by the symbol (“D.U.E. 2”) on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

TEMPORARY CONSTRUCTION EASEMENT:
That part of the Southeast Quarter of the Southwest Quarter and that part of the Southwest Quarter of the Southeast Quarter, Section 20, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted as Temporary Easement Parcel 2 and shown by the symbol (“T.E. 2”) on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

Said temporary easement shall commence on April 01, 2020 and shall terminate on December 01, 2021.

PID: 27-920-007-0
PERMANENT HIGHWAY EASEMENT:

That part of the Southeast Quarter of the Southeast Quarter, Section 20, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted and shown as Parcel 4 on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

PERMANENT DRAINAGE AND UTILITY EASEMENT:

That part of the Southeast Quarter of the Southeast Quarter, Section 20, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted as Drainage and Utility Easement Parcel 4 and shown by the symbol ("D.U.E. 4") on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

TEMPORARY CONSTRUCTION EASEMENT:

That part of the Southeast Quarter of the Southeast Quarter, Section 20, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted as Temporary Easement Parcel 4 and shown by the symbol ("T.E. 4") on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

Said temporary easement shall commence on April 01, 2020 and shall terminate on December 01, 2021.

PID: 27-920-008-0
PERMANENT HIGHWAY EASEMENT:

That part of the West Half of the Southwest Quarter, Section 21, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted and shown as Parcel 6 on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

PERMANENT DRAINAGE AND UTILITY EASEMENT:

That part of the West Half of the Southwest Quarter, Section 21, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted as Drainage and Utility Easement Parcel 6 and shown by the symbol (“D.U.E. 6”) on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

TEMPORARY CONSTRUCTION EASEMENT:

That part of the West Half of the Southwest Quarter, Section 21, Township 115 North, Range 22 West, Scott County, Minnesota, which is denoted as Temporary Easement Parcel 6 and shown by the symbol (“T.E. 6”) on Scott County Right of Way Plat No. 108, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota.

Said temporary easement shall commence on April 01, 2020 and shall terminate on December 01, 2021.

PID: 25-921-006-0
**AGENDA #7.8**  
SCOTT COUNTY, MINNESOTA  
REQUEST FOR BOARD ACTION  
MEETING DATE: DECEMBER 5, 2019  

| ORIGINATING DIVISION: | Planning & Res. Mgmt.  
| ORIGINATING DEPARTMENT: | Zoning Administration  
| CONSENT AGENDA: | Yes  
| PRESENTER: | Greg Wagner - 8360  
| ATTACHMENTS: | Yes  
| PROJECT: | Mullenmeister Addition Plat  
| TIME REQUESTED: | N/A  
| ACTION REQUESTED: | Approve the Request for Preliminary Plat and Final Plat of Mullenmeister Addition (Daniel and Catherine Mullenmeister, Applicants and John and Patricia Mullenmeister, Property Owners) Consisting of 2 Lots on 6.34 Acres in Section 9 of Spring Lake Township  

| CONTRACT/POLICY/GRANT: | County Attorney Review  
| FISCAL: | 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:  

Deputy Clerk:  
Date:  

**Background/Justification:**  
The purpose of this agenda item is to approve the request for Preliminary Plat and Final Plat of Mullenmeister Addition (Daniel and Catherine Mullenmeister, applicants and John and Patricia Mullenmeister, property owners) consisting of 2 lots on 6.34 acres in Section 9 of Spring Lake Township.  

This action was recommended by the Scott County Planning Advisory Commission on November 12, 2019 in accordance with Chapters 42 and 70 of the Scott County Zoning Ordinance No. 3 based on the criteria for approval listed below.  

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

Daniel & Catherine Mullenmeister, Applicants and John & Patricia Mullenmeister, Property Owners

Preliminary and Final Plat of Mullenmeister Addition

Criteria for Approval:

1. *Adequate Drainage* – the proposed plat meets all storm water drainage requirements as identified in Chapter 6 of the zoning ordinance.

2. *Adequate Potable Water Supply* – the proposed plat, utilizing individual wells, meets the requirements of the zoning and subdivision ordinances.

3. *Adequate Roads or Highways to Serve the Subdivision* – The proposed lots will have frontage and driveway access on 180th Street East. No access to State Trunk Highway 13 will be permitted.

4. *Adequate Waste Disposal Systems* – the proposed lots meet all requirements of the individual sewage treatment system ordinance.

5. *Consistency with the Comprehensive Plan* – the proposed plat conforms to the goals and policies contained in the 2040 Comprehensive Plan for the development in the Rural Residential Growth Area.

6. *Public Service Capacity* – the proposed development does not adversely impact the public service capacity of local service providers as the lots will utilize the existing Township road for access.

7. *Consistency with the Minnesota Environmental Quality Board's Policies* - the proposal does not require any environmental review and is therefore consistent with the policies of the Minnesota Environmental Quality Board.

8. *Consistency with Capital Improvement Plans* – the proposed plat is not requiring any county funded road improvements; therefore it is consistent with the County’s capital improvement plan.
SPRING LAKE TOWNSHIP
SECTION 9
DANIEL & CATHERINE MULLENMEISTER
REQUEST FOR PRELIMINARY PLAT
TOWNSHIP RECOMMENDATION

REQUEST FOR SUPPORT

On October 10, 2019, the Town Board of Spring Lake Township met with Amy and Dan Mullenmeister to discuss a request for support of the preliminary and final plat of Mullenmeister Addition—dividing 6.17 acres into a 3.67 acre lot with an existing home and a 2.5 acre lot with a new home to be built. Property is located at 2770 180th St. East (PID 119090302). Access to new home will be taken off of 180th St. East. All preliminary and final plat documents and fees have been received. No significant Township issues have been identified.

PROJECT DESCRIPTION

After reviewing the Request, the Town Board made the following recommendation:

☑ Recommends approval of the request as presented

☐ Recommends approval of the request with the following conditions:

☐ Recommends disapproval of the request for the following reasons:

☐ Has no recommendation, but will forward the request to the Planning Commission or Board of Adjustment:

Affirmation of Board Action

<table>
<thead>
<tr>
<th></th>
<th>In favor</th>
<th>Opposed</th>
<th>Abstained</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Doug Berens</td>
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<td>Glenn Kelley</td>
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<td>Ted Kowalski</td>
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Stipulations

I hereby attest that the information provided above is an accurate account of the actions taken by the Spring Lake Town Board on October 10, 2019.

Melissa Hanson, Town Clerk

Date: 10/10/2019
**Agenda #7.9**  
**Scott County, Minnesota**  
**Request for Board Action**  
**Meeting Date: December 5, 2019**

<table>
<thead>
<tr>
<th>Originating Division:</th>
<th>Planning &amp; Res. Mgmt. Environmental Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Originating Department:</td>
<td>Environmental Services</td>
</tr>
<tr>
<td>Presenter:</td>
<td>Joan Anderson - 8477</td>
</tr>
<tr>
<td>Consent Agenda:</td>
<td>Yes ☑️ No ❌</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes ☑️ No ❌</td>
</tr>
<tr>
<td>Time Requested:</td>
<td>N/A</td>
</tr>
<tr>
<td>Action Requested:</td>
<td>Authorize Staff to Sign and Cancel the Letter of Credit for Nexeo Solutions, LLC, Previously Located at 4401 Valley Industrial Boulevard South in Shakopee</td>
</tr>
<tr>
<td>Project:</td>
<td>Nexeo Solutions Letter of Credit</td>
</tr>
<tr>
<td>Contract/Policy/Grant:</td>
<td>County Attorney Review ☑️ Risk Management Review</td>
</tr>
<tr>
<td>Fiscal:</td>
<td>Finance Review ☑️ Budget Change</td>
</tr>
</tbody>
</table>

**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:**

---

**Background/Justification:**
The purpose of this agenda item is to authorize staff to sign and cancel the Letter of Credit for Nexeo Solutions, LLC, previously located at 4401 Valley Industrial Boulevard South in Shakopee.

The Letter of Credit was for the sum of $250,000. Nexeo Solutions has been purchased by Univar Solutions USA, Inc. Univar Solutions has applied for and received its Hazardous Waste and Solid Waste Facility Licenses. We have received a bond from Univar for the sum of $274,000. The new bond from Univar Solutions would be used to address any environmental concerns that might occur at this location.

**Fiscal Impact:** None
**AGENDA #7.10**  
SCOTT COUNTY, MINNESOTA  
REQUEST FOR BOARD ACTION  
MEETING DATE: DECEMBER 5, 2019

| ORIGINATING DIVISION: | Community Services  
| ORIGINATING DEPARTMENT: | Property & Customer Service  
| CONSENT AGENDA: | ☑ Yes ☐ No  
| PRESENTER: | Tammy Willmore  
| | Nic Durrence  
| | X8662  
| ATTACHMENTS: | ☑ Yes ☐ No  
| PROJECT: |  
| TIME REQUESTED: | N/A  
| ACTION REQUESTED: | Approve Renewal Applications for Scott County Intoxicating Liquor, Brewery, and Wine Licenses for 2020 Within Scott County Townships  
| 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: |  

**Background/Justification:**
The purpose of this agenda item is to approve Renewal Applications for Scott County Intoxicating Liquor, Brewery, and Wine Licenses for 2020 within Scott County Townships.

Approval is requested for Ridges of Sand Creek, Shakopee Bowl LLC, Legends Club Grill, Country Prime Time, St. Patrick’s Tavern and Restaurant, Union Hill Bar, Minnesota Horse and Hunt Club, MN Harvest LLC, Heritage Links, Red Fox Tavern, U4IC Brewing Inc., and Suzette’s Inc.

All background, tax, debt, and judgement searches have been completed and were found to be satisfactory.

**Fiscal Impact:** None.
**AGENDA #7.11**
**SCOTT COUNTY, MINNESOTA**
**REQUEST FOR BOARD ACTION**
**MEETING DATE: DECEMBER 5, 2019**

<table>
<thead>
<tr>
<th>ORIGINATING DIVISION:</th>
<th>Employee Relations</th>
<th>ORIGINATING DEPARTMENT:</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRESENTER:</td>
<td>Lori Huss</td>
<td></td>
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<tr>
<td>PROJECT:</td>
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<tr>
<td>ACTION REQUESTED:</td>
<td>Adopt Resolution No. 2019-166; Approving a Three-Year Agreement Between the County of Scott and the Law Enforcement Labor Services, Inc. (Local 332) – Sheriff Essential Licensed Sergeant Unit Effective January 1, 2020 Through December 31, 2022, and Rescinding Resolution No. 2016-206</td>
<td></td>
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<tr>
<td>CONTRACT/POLICY/GRANT:</td>
<td>County Attorney Review</td>
<td>Risk Management Review</td>
</tr>
<tr>
<td>ORGANIZATIONAL VALUES:</td>
<td>Provide a Supportive Organizational Culture</td>
<td>Develop Strong Public Partnerships</td>
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<tr>
<td></td>
<td>Manage Challenges and Create Opportunities</td>
<td>Assure Long Term Fiscal Stability</td>
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<tr>
<td></td>
<td>Emphasize Excellence in Customer Service</td>
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<tr>
<td>FISCAL:</td>
<td>Finance Review</td>
<td>Budget Change</td>
</tr>
<tr>
<td>DEPARTMENT/DIVISION HEAD SIGNATURE:</td>
<td>COUNTY ADMINISTRATOR SIGNATURE:</td>
<td></td>
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- Approved: 
- Denied: 
- Tabled: 
- Other: 

**DISTRIBUTION/FILING INSTRUCTIONS:**
Monica Siegle, Employee Relations

**Background/Justification:**
The purpose of this agenda item is to adopt A Resolution No. 2019-166; Approving a Three-Year Agreement Between the County of Scott and the Law Enforcement Labor Services, Inc. (Local 332) – Sheriff Essential Licensed Sergeant Unit Effective January 1, 2020 Through December 31, 2022, and Rescinding Resolution No. 2016-206

The Agreement includes a 2.75% general adjustment effective January 1, 2020; a 2.50% general adjustment effective January 1, 2021; and a 2.75% general adjustment effective January 1, 2022. Salary adjustments will be made in accordance with the Law Enforcement Labor Services, Inc. (Local 332) – Sheriff Essential Licensed Sergeant Unit Bargaining Agreement.
The Agreement has been ratified by the Law Enforcement Labor Services, Inc. (Local 332) – Sheriff Essential Licensed Sergeant Unit and is being recommended by Employee Relations Director Lori Huss and Labor Relations Manager Pam Johnson.

Click [here](#) to view the Settlement Summary.

Estimated Costs of:
- 2020 = Included in the 2020 budget.
- 2021 = Included in the 2021 budget.
- 2022 = Included in the 2022 budget.
RESOLUTION NO. 2019-166; APPROVING A THREE-YEAR AGREEMENT BETWEEN THE COUNTY OF SCOTT AND THE LAW ENFORCEMENT LABOR SERVICES, INC. (LOCAL 332) – SHERIFF ESSENTIAL LICENSED SERGEANT UNIT EFFECTIVE JANUARY 1, 2020, THROUGH DECEMBER 31, 2022, AND RESCINDING RESOLUTION NO. 2016-206

WHEREAS, the negotiation teams representing Scott County and the Law Enforcement Labor Services, Inc. (Local 332) – Sheriff Essential Licensed Sergeant Unit have reached a tentative settlement on the terms of an Agreement for the period of January 1, 2020 through December 31, 2022; and

WHEREAS, members of the Law Enforcement Labor Services, Inc. (Local 332) – Sheriff Essential Licensed Sergeant Unit have ratified the Agreement; and

WHEREAS, the settlement is recommended by the Employee Relations Director Lori Huss, and the Labor Relations Manager Pam Johnson.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners, in and for the County of Scott, Minnesota, that the Board Chair is hereby authorized to execute and implement the terms of the Agreement upon execution by union representatives.

BE IT FINALLY RESOLVED, that Resolution No. 2016-206 is hereby rescinded.

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<tr>
<th>COMMISSIONERS</th>
<th>VOTE</th>
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<tr>
<td>Weckman Brekke</td>
<td>Yes  No  Absent Abstain</td>
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<td>Wolf</td>
<td>Yes  No  Absent Abstain</td>
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<td>Beard</td>
<td>Yes  No  Absent Abstain</td>
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<tr>
<td>Beer</td>
<td>Yes  No  Absent Abstain</td>
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<tr>
<td>Ulrich</td>
<td>Yes  No  Absent Abstain</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 5th day of December, 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 5th day of December, 2019.

County Administrator
Administrator's Designee
Background/Justification:

1. Separation of employment for Austin Schroeder, FT Corrections Officer, Sheriff’s Office, effective 11/22/19.

2. Separation of employment for Gabrielle Genelin, Intermittent (34% FTE) Facility Probation Officer - Unclassified, Health and Human Services Division, effective 11/30/19.
3. FT Probationary employment for Paula Gustafson, Business Relationship Manager, Community Services Division, effective 11/19/19.

4. FT Probationary employment for Allen Andersen, Assistant County Attorney I, County Attorney’s Office, effective 11/25/19.

5. FT Probationary employment for Emily Burns, Social Worker I, Health and Human Services Division, effective 11/13/19.

6. FT Probationary employment for Ibrahim Maxamed, Eligibility Specialist, Health and Human Services Division, effective 11/25/19.

7. FT Probationary employment for Jonina Sveinson, 911 Dispatcher, Sheriff’s Office, effective 12/16/19.

8. FT Probationary employment for Melissa Engley, 911 Dispatcher, Sheriff’s Office, effective 12/02/19.

9. Intermittent (34% FTE) employment for Howard Brean, Facility Probation Officer-Unclassified, Sheriff’s Office, effective 12/09/19.

Fiscal Impact: N/A