

BOARD OF COMMISSIONERS**COUNTY OF SCOTT****MARCH 17, 2020**

(1) The Board of Commissioners, in and for the County of Scott, Minnesota, met in the Courthouse Board Room in the City of Shakopee, Minnesota, and convened at 9:02 a.m., with the following members present: Commissioner Beer, presiding, Commissioner Weckman Brekke, and Commissioner Wolf. Commissioner Beard and Commissioner Ulrich participated via phone. Chair Beer announced all votes will be by roll call vote.

(2) County Staff Present:

- A. Lezlie Vermillion, County Administrator
- B. Ron Hocevar, County Attorney
- C. Suzanne Arntson, Child Welfare Manager
- D. Barb Dahl, Social Services Director
- E. Pam Selvig, Health and Human Services Director
- F. Alexa Rundquist, Community Planner
- G. Cindy Geis, Community Services Director
- H. Scott Haas, Sheriff's Captain
- I. Luke Hennen, Sheriff
- J. Lisa Freese, Transportation Services Director
- K. Lori Huss, Employee Relations Director
- L. Michael Thompson, County Assessor
- M. Tracy Cervenka, Acting Deputy Clerk to the Board

(3) Guests Present:

- A. John Myser

(4) Amendments to the Agenda:

Chair Beer announced the following amendments to the agenda.

- Item 4.1 to recognize Robbie Friendshuh is being pulled from the agenda and will be presented at a later date.
- Item 5.2 to authorize and accept bids for the sale and removal of a single family house is being pulled from the agenda to allow the County to retain ownership of the house.
- Item 5.7 to award a construction contract to Ryan Contracting Company is being pulled from the agenda as final approval has not been received from the Minnesota Department of Transportation.
- Item 7.1 to award 2020 Recycling, Infrastructure, Innovation, and Outreach Grants is being moved from the regular agenda and is added to the consent agenda.
- Item 6.2 to declare a state of emergency in Scott County due to COVID-19 is added to the agenda.
- The County Board workshop to receive a building project update is cancelled.

Commissioner Wolf moved, seconded by Commissioner Weckman Brekke to approve the agenda as amended. The motion carried unanimously on a roll call vote.

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(5) Minutes:

On a motion by Commissioner Wolf, seconded by Commissioner Weckman Brekke, the Minutes of March 3, 2020 were approved on a roll call vote of four ayes with Commissioner Weckman Brekke abstaining.

(6) Recognition of Interested Citizens:

John Myser presented his opinion on the coronavirus pandemic. He also spoke of the circumstances in which his driver's license was suspended. He asked to see the County's liability policy in regard to a tort.

(7) Consent Agenda:

A. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-039; Awarding a Construction Contract to Valley Paving, Inc. for the Overlaying, Sign Replacement, and Seal Coating for Various County Highways. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

B. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-041; Authorizing Entering Into a Road Maintenance Agreement With the City of New Prague for the Maintenance of County Highway 15. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

C. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-042; Authorizing an Amendment to the 2020 Highway Operations Budget. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

D. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-043; Awarding the 2020 Annual Pavement Marking and Striping Contract on Various County Highways to Traffic Marking Services, Inc. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

E. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-044; Authorizing Entering Into Agreement No. 1035704 With the State of Minnesota Department of Transportation, City of New Prague, and Le Sueur County for Work on Trunk Highway 19 Located in the City of New Prague. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

F. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-049; Authorizing Entering Into a Cooperative Construction Agreement With the City of New Prague for the City of New Prague for the County Highway 15 Roundabout. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

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G. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the record of disbursements and approve the claims made to Scott County February 1, 2020 through February 29, 2020 in the amount of \$12,341,940.85. The motion carried unanimously on a roll call vote.

H. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the appointment of Pamela Caselius of Commissioner District 1 to an at-large position on the Scott Watershed Management Organization Planning Commission for a term effective March 17, 2020 through December 31, 2021. The motion carried unanimously on a roll call vote.

I. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-046; Approving the Credit River Township Watershed Management Plan Dated February 2020. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

J. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to set a public hearing date of April 7, 2020 at 9:15 a.m. to consider adoption of the Scott County Public Health Nuisance Ordinance No. 31. The motion carried unanimously on a roll call vote.

K. On the recommendation of the New Prague-Helena Township Orderly Annexation Area Board, the Helena Town Board, and the Scott County Planning Advisory Commission, Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the request for the preliminary and final plat of FaithPoint Lutheran Church consisting of 1 lot on 12.1 acres and approve the Conditional Use Permit for FaithPoint Church to construct and operate a church in Section 35 of Helena Township, and Three-Way Development Agreement (Applicant, Township, County). This action is in accordance with Chapters 2 and 60 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously on a roll call vote.

L. On the recommendation of the Cedar Lake Town Board and the Scott County Planning Advisory Commission, Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the request for the preliminary and final plat of Mik's Acres 2nd Addition consisting of 1 lot on 11.74 acres (Randy Kubes, applicant and Randy and Lisa Kubes, property owners) in Section 33 of Cedar Lake Township. This action is in accordance with Chapter 40 of Scott County Zoning Ordinance No. 3 based on the criteria listed for approval. The motion carried unanimously on a roll call vote.

M. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to approve the addition of two full-time equivalent off levy positions to provide MnCHOICES assessments. The motion carried unanimously on a roll call vote.

N. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-050; Approving a Three-Year Agreement Between the County of Scott and the Minnesota Public Employees' Association (Sheriff Non-Licensed Essential Dispatch Supervisors) Effective January 1, 2020 Through December 31, 2022, and Rescinding Resolution No. 2016-197. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

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

1. Separation of employment for Monica Siegle, FT Program Specialist, Office of Management and Budget, effective 03/31/20.
2. Separation of employment for Jean Sinell, FT Employment/Training Supervisor, Health and Human Services Division, effective 04/30/20.
3. Separation of employment for Pamela Converse, FT Assistant County Attorney III, Attorneys Office, effective 03/31/20.
4. Separation of employment for Linda Eimermann, FT Case Aide, Health and Human Services Division, effective 05/29/20.
5. Separation of employment for Anthony Stofferahn, FT Corrections Officer, Sheriff's Office, effective 03/12/20.
6. Separation of employment for Amy Melby, FT Travel Trainer, Transportation Services Division, effective 03/31/20.
7. Separation of employment for Madelyn Denhartog, FT Probationary 911 Dispatcher, Sheriff's Office, effective 02/27/20.
8. Separation of employment for Elisa Rivas, PT (50% FTE) Library Associate, Administration Division, effective 03/13/20.
9. Separation of employment for Amanda Congdon, FT Temporary Case Aide-Unclassified, Health and Human Services Division, effective 02/21/20.
10. FT Probationary employment for Cally Olson, 911 Dispatcher, Sheriff's Office, effective 03/23/20.
11. FT Probationary employment for Kaitlyn Stamson, Assistant County Attorney I, Attorney's Office, effective 03/16/20.
12. FT Temporary employment for Gregory Sorensen, Technology Advisor-Unclassified, Office of Management and Budget, effective 02/03/20.
13. Change in employment status for Anthony Zappa, FT Temporary Building Inspector-Unclassified to FT Probationary Building Inspector, Community Services Division, effective 02/24/20.
14. The recognition of the following individual as volunteers which will enable them to be covered for liability insurance purposes in accordance with the insurance contracts currently in force with Scott County: Owen Keiser, Elizabeth Johnson, Michael Stansberry, McKayla Lucas, Thomas Kizershot, Nicholas Durrence, and Zachary Rudolf.

The motion carried unanimously on a roll call vote.

P. Commissioner Weckman Brekke moved, seconded by Commissioner Wolf to adopt Resolution No. 2020-048; Awarding 2020 Recycling, Infrastructure, Innovation, and Outreach Grants. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference. The motion carried unanimously on a roll call vote.

(8) Communication: We will always be clear about what we're doing and why we're doing it:

A. Sheriff's Captain Scott Haas and Community Planner Alexa Rundquist provided information on the coronavirus (COVID-19). Updated international, national, and state statistics were presented. Recommendations, preparations, and actions taken to mitigate the spread of the virus were discussed. It was stressed this pandemic situation is changing daily. Mitigation strategies are constantly being reviewed and will be updated and implemented as needed.

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Current resource information and COVID-19 updates are available for residents on Scott County's website, www.scottcountymn.gov.

The Commissioners commended leadership and staff for their dedication and passion to continue quality service while protecting the County's residents and staff.

B. Captain Haas requested the County Board declare a state of emergency in Scott County due to the COVID-19 pandemic. Captain Haas explained this declaration positions Scott County to seek disaster funding through state and federal sources to reduce the financial risk as a result of the pandemic.

County Administrator Lezlie Vermillion noted in addition to the emergency declaration, the Resolution would authorize variances to the Leave of Absence Policy and the Compensation Plan Policy.

Commissioner Wolf moved, seconded by Commissioner Weckman Brekke to adopt Resolution No. 2020-052; Declaring a State of Emergency in Scott County Due to the COVID-19 Pandemic in Scott County. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.

Captain Haas explained an emergency declaration, especially at a county level, does not have the ability to infringe upon constitutionally guaranteed rights. He also confirmed the Resolution does not have an expiration date. However, as written, the authorities given in the Resolution are specific to the COVID-19 pandemic.

The motion carried unanimously on a roll call vote.

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

County Assessor Michael Thompson presented the 2020 property assessment update. He reviewed the timeline of property taxes payable in 2021, forces impacting property values, and the appeal and relief options available to property owners.

Mr. Thompson stressed the importance of calling the Assessor's office if a property owner has questions or concerns regarding an assessed property value as all appraisers are working remotely. Mr. Thompson also reported they are awaiting guidance from the Minnesota Department of Revenue with regard to scheduled Open Book, Local Board of Appeal, and County Appeal meetings.

(10) Committee Reports and Commissioner Updates:

A. The Commissioners reported many committee meetings were either cancelled or were call-in meetings and it is expected this will continue.

B. Commissioner Ulrich attended the Scott County Parks Advisory Commission meeting on March 4.

C. Commissioner Ulrich attended the Scott County Association for Leadership and Efficiency (SCALE) Executive Committee meeting on March 6.

D. Commissioner Ulrich attended the Families and Individuals Sharing Hope (FISH) meeting on March 12.

E. Commissioner Ulrich participated in the Minnesota Inter-County Association (MICA) call-in meeting on March 11.

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- F. Commissioner Weckman Brekke attended the County Board tour of Beacon Interfaith housing facilities on February 18.
- G. Commissioner Weckman Brekke met with a Guild Inc. representative on February 19.
- H. Commissioner Weckman Brekke attended the Scott County Library Board of Advisors meeting on February 20.
- I. Commissioner Weckman Brekke attended the Dakota-Scott Workforce Development Board meeting on February 21.
- J. Commissioner Weckman Brekke attended the FISH Faith Breakfast on February 25.
- K. Commissioner Weckman Brekke attended the Scott County Mental Health Local Advisory Council meeting on February 25.
- L. Commissioner Weckman Brekke attended the Live, Learn, Earn Educational Preparation Subcommittee meeting on February 25.
- M. Commissioner Weckman Brekke attended the Association of Minnesota Counties Legislative Conference on February 26 and 27.
- N. Commissioner Weckman Brekke attended the National Association of Counties Conference February 29 – March 4.
- O. Commissioner Weckman Brekke attended the Together We Can Subcommittee meeting on March 5.
- P. Commissioner Weckman Brekke attended the Pat Biren investiture on March 5.
- Q. Commissioner Weckman Brekke attended the canvassing of the primary election on March 6.
- R. Commissioner Weckman Brekke attended the Metropolitan Library Service Agency meeting on March 6.
- S. Commissioner Weckman Brekke attended a Shakopee Chamber of Commerce event on March 6.
- T. Commissioner Weckman Brekke attended the Scott County AFSCME Labor Management Committee meeting on March 10
- U. Commissioner Weckman Brekke met with Ms. Vermillion on March 10.
- V. Commissioner Weckman Brekke attended a meeting on March 12 regarding technical education in the Belle Plaine and Jordan School Districts.
- W. Commissioner Wolf attended the Scott County Planning Advisory Commission meeting on March 9.
- X. Commissioner Wolf attended the New Market Town Board annual meeting on March 10.
- Y. Commissioner Wolf attended the Cedar Lake Town Board annual meeting on March 10.
- Z. Commissioner Wolf attended the Prior Lake Rotary Club meeting on March 11.
- AA. Commissioner Wolf met with the Savage Chief of Police on March 11.
- AB. Commissioner Wolf attended the Metropolitan Emergency Services Board meeting on March 11.
- AC. Commissioner Wolf was at the State Capitol on March 11 for various hearings.
- AD. Commissioner Wolf attended the Belle Plaine-Blakeley Township Orderly Annexation Board meeting on March 11.
- AE. Commissioner Wolf attended the I35W Solutions Alliance meeting on March 12.
- AF. Commissioner Wolf attended a Hamlet Open House in Blakeley on March 12.
- AG. Commissioner Wolf attended the Prior Lake City Council workshop on March 16.
- AH. Commissioner Beer met with Ms. Vermillion on March 3.
- AI. Commissioner Beer participated in a White House conference call on March 13.
- AJ. Commissioner Beer attended the Scott County Senior Leadership meeting on March 15.

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AK. Commissioner Beer attended the Prior Lake City Council workshop and meeting on March 16.

(11) County Administrator Update:

Ms. Vermillion noted the following in regarding to the COVID-19 pandemic.

- Scott County is an essential service provider as well as an employer and leadership is attempting to balance the two as best as possible.
- Following recommendations from the Centers for Disease Control and Prevention (CDC) and the Minnesota Department of Health (MDH) Scott County has cancelled all activities including but not limited to events, large gatherings, committee meetings, advisory committee meetings and staff meetings.
- Board meetings will be transitional during the pandemic.
- Contact has been made, and will continue to be made, with neighboring Counties and the Scott County Legislative delegation regarding the pandemic.

(12) County Attorney Update:

County Attorney Ron Hocevar reported the following:

- The rumor circulating on social media that jails are releasing inmates due to COVID-19 is false.
- The State Court System has given guidelines on prioritizing cases going to court.

On a motion by Commissioner Wolf, seconded by Commissioner Weckman Brekke, the meeting adjourned at 11:02 a.m.

David Beer
Chair

Lezlie A. Vermillion
County Administrator
Clerk of the Board

Tracy A. Cervenka
Acting Deputy Clerk to the Board