



**MINUTES  
SCOTT COUNTY  
BOARD OF COMMISSIONERS  
June 7, 2022**

**9:00 AM**

**(1) CONVENE COUNTY BOARD**

The Board of Commissioners, in and for the county of Scott, Minnesota, met in the County Board Room in the City of Shakopee, Minnesota, and convened at 9:03 a.m. The following members were present: County Commissioner Weckman Brekke, County Commissioner Wolf, County Commissioner Beard, County Commissioner Beer, and County Commissioner Ulrich. County Commissioner Beard presided.

The following were also in attendance:

1. Lezlie Vermillion, Scott County Administrator
2. Danny Lenz, CFO/ Deputy County Administrator
3. Ron Hocevar, County Attorney
4. Andy Hingeveld, Administrative Service Director
5. Brad Davis, Planning and Resource Management Director
6. Brittany McKenney, Social Work Case Manager
7. Chris Harder, Quality Improvement Manager
8. Cindy Geis, Community Services Director
9. Greg Wagner, Principal Planner
10. Jeff Smodish, Labor Relations Manager
11. Kallie Trutnau, Therapist
12. Lisa Brodsky, Public Health Director
13. Lori Huss, Employee Relations Director
14. Luke Hennen, Scott County Sheriff
15. Marleny Huerta-Apanco, Community Outreach Officer
16. Mary Keen, Business Information/ System Specialist
17. Michael Garber, Community Health Specialist
18. Pam Selvig, Health and Human Services Director
19. Vince Steiner, Information Technology Manager
20. Tracy Cervenka, Administrative Office Supervisor
21. JJ Anderson, Deputy Clerk to the Board

Guests:

Michael Bassett

**(2) AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.

**(3) APPROVE MINUTES**

Motion by Commissioner Wolf, seconded by Commissioner Weckamn Brekke. The motion carried unanimously.

#### **(4) RECOGNITION OF INTERESTED CITIZENS**

There were no interested citizens.

#### **(5) NEW EMPLOYEE INTRODUCTION**

Three new employees in attendance introduced themselves as a part of their New Employee Welcome Session with the County Board.

#### **(6) COMMUNICATION: WE WILL ALWAYS BE CLEAR ABOUT WHAT WE'RE DOING AND WHY WE'RE DOING IT**

##### **6.1 Receive an ARPA Update**

Administrative Services Director Andy Hingeveld provided an update on the ARPA funds, the commitment to-date, projects in process, and projects under consideration.

#### **(7) CONSENT AGENDA**

- 7.1 Adopt Resolution No. 2022-126; Approving the Rezone of 116.27 Acres From RR-1, Rural Residential Reserve District to RR-2, Rural Residential Single-Family District, the Preliminary Plat of Amazed Acres Consisting of 37 Lots on 116.27 Acres (Amazed Acres Development LLC, Applicant and Property Owner), and a Three-way Development Agreement in Section 21 of Spring Lake Township  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.2 Adopt Resolution 2022-146; Authorizing an Amendment Extending the Board of Water and Soil Resources 2019 Watershed Based Funding Grant  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.3 Adopt Resolution No. 2002-148; Approving Entering a Master Grant Contract With the Minnesota Department of Employment and Economic Development  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.4 Adopt Resolution No. 2022-149; Approving a Conditional Use Permit Amendment and Transfer for a Dog Training and Boarding Kennel (Andrew Helgersen, MN Canine Consulting LLC, Applicant and Property Owner) in Section 29 Cedar Lake Township  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.5 Adopt Resolution No. 2022-150; Approving Amendment No. 3 to the Contract With Scott-Carver-Dakota CAP Agency, Inc.  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.6 Adopt Resolution No. 2022-153; Rescinding Resolution 2022-106 which Authorized a Budget Amendment to Receive City Revenues and Awarded a Contract to MP Asphalt Maintenance LLC for the 2022 Trail Preventative Maintenance Project  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried

unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.

- 7.7 Adopt Resolution No. 2022-154; Approving a Grant Agreement with the Department of Corrections for the Re-entry and Halfway Housing Program and Amending the 2022 Budget to Incorporate the Receipt of Grant Funds  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.8 Adopt Resolution No. 2022-155; Amending Scott County Zoning Ordinance No. 3: Chapter 20, Table 20-4: Uses Table to Allow Additional Accessory Uses for Properties in the Rural Business Reserve, Rural Industrial, and Heavy Industrial Zoning Districts  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.9 Adopt Resolution No. 2022-156; Approving a Conditional Use Permit Amendment to Conduct an Agricultural Tourism Operation and Farm Market to Include Farm-Stays (Mark C Jensen and Jennifer J Jensen, Applicants and Property Owners) in Section 23 Sand Creek Township  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.10 Adopt Resolution No. 2022-157; Approving an Interim Use Permit for an Accessory Dwelling Unit for a Family Member (Timur Volchkov, Applicant and Property Owner) in Section 11 Sand Creek Township  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 7.11 Approve two 1 Day to 4 Day Temporary On-Sale Liquor Licenses for the Scott County Agricultural Society dba Scott County Fair in St. Lawrence Township  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously.
- 7.12 Approve the 1 Day to 4 Day Temporary On-Sale Liquor License for the Church of St. Patrick Located in Cedar Lake Township  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously.
- 7.13 Approve the Appointment of Citizens to Advisory Committees  
Appointment of Katie Lee of Commissioner District 3 to the Library Board of Advisors for a term effective 6/7/2022 - 12/31/2024.  
Appointment of Ben Burnett of Prior Lake to the Prior Lake/Spring Lake Watershed District Board of Advisors for a term effective 6/7/2022 - 3/4/2024.  
Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously.
- 7.14 Approve Payroll Processing of Personnel Actions  
The actions indicated below have been certified by the Employee Relations Director and the appointing authority to be in compliance with the provisions of Minnesota Statutes 375.56-375.71 and the Scott County Personnel System.
1. Separation of employment for Theresa Flahaven, FT Assistant County Attorney II, County Attorney's Office, effective 5/19/2022.
  2. Separation of employment for Kevin Savage, FT Highway Maintenance Worker, Transportation Services Division, effective 5/31/2022.
  3. Separation of employment for Jacquelyn (Paquette) Goerish, FT Senior Tax Specialist,

Community Services Division, effective 6/1/2022.

4. Separation of employment for Kelsey Simon, FT Administrative Specialist, Health and Human Services Division, effective 7/29/2022.
5. Separation of employment for James Hughes, FT Corrections Officer, County Sheriff's Office, effective 6/1/2022
6. Separation of employment for Nathan Rasch, Data Privacy Coordinator, Office of Management and Budget Division, effective 6/10/2022.
7. Separation of employment for Dale Biondi, FT Eligibility Specialist, Health and Human Services Division, effective 5/13/2022.
8. Separation of employment for David Belz, FT Facility Probation Officer, Health and Human Services Division, effective 5/10/2022.
9. Separation of employment for Barbara Hobday, PT (52% FTE) Administrative Specialist, Health and Human Services Division, effective 6/15/2022.
10. Separation of employment for Joseph Oliver, Intermittent (34% FTE) Facility Probation Officer - Unclassified, Health and Human Services Division, effective 5/22/2022.
11. Separation of employment for Stephanie Tackett, Intermittent (34% FTE) Library Associate - Unclassified, Administration Division, effective 5/9/2022.
12. Separation of employment for Ava Hart, Intermittent (34% FTE) Library Aide - Unclassified, Administration Division, effective 5/12/2022.
13. Separation of employment for Dustin Bethke, Intermittent (34% FTE) Facility Probation Officer- Unclassified, Health and Human Services Division, effective 5/18/2022.
14. FT Probationary employment of Kallie Trutnau, Therapist, Health and Human Services Division, effective 5/16/2022.
15. FT Temporary employment of Willie Bastyr, Program Delivery Seasonal, Transportation Services Division, effective 5/23/2022.
16. FT Temporary employment of Lexie Knutson, Administrative Assistant - Unclassified, Transportation Services Division, effective 5/23/2022.
17. FT Temporary employment of Avery Lynch, Program Delivery Seasonal - Unclassified, Transportation Services Division, effective 5/23/2022.
18. FT Temporary employment of Jacob Hennen, GIS Technician - Unclassified, Transportation Services Division, effective 5/23/2022.
19. FT Temporary employment of Jack Maxa, Surveying Aide - Unclassified, Community Services Division, effective 5/31/2022.
20. FT Temporary employment of Rose Menke, Office Assistant - Unclassified, Community Services Division, effective 6/20/2022.
21. FT Temporary employment of Pamela Caselius, Office Assistant - Unclassified, Community Services Division, effective 6/20/2022.
22. PT (50% FTE) Temporary employment of Timothy Dobie, IT Assistant - Unclassified, Office of Management and Budget, effective 5/13/2022.
23. PT Probationary Intermittent (34% FTE) employment of Robert Mallery, Corrections Officer - Unclassified, County Sheriff's Office, effective 4/28/2022.
24. Amend separation of employment for Laurie Morken Peck, FT Probationary Program Specialist, Transportation Services Division, effective 4/19/2022 (previously 4/29/2022).
25. Promotion of Andrew Hingeveld, FT Project Manager, to FT Probationary Administrative Services Director, Transportation Services Division, effective 5/9/2022.
26. Promotion of Casey Meyer, FT Tax Specialist to FT Probationary Senior Tax Specialist, Community Services Division, effective 5/23/2022.
27. Promotion of Molly Moore-Dutkowski, FT Eligibility Specialist to FT Probationary Child Support Officer, Health and Human Services Division, effective 6/21/2022.
28. Transfer of Nicolas Durrence, FT Customer Service Specialist to FT Property and Customer Service Specialist, Community Services Division, effective 5/23/2022.
29. Transfer of Lisa Sitzmann, FT Child Support Officer, Health and Human Services Division, to PT (60% FTE) Crime and Drug Prevention Coordinator, County Attorney's Office, effective 6/13/2022.
30. The recognition of the following individuals as volunteers which will enable them to be



covered for liability insurance purposes in accordance with the insurance contracts currently in force with Scott County:  
Add: Virgil Pint, Timothy Mosser, and Kathleen Schafer  
Delete: Heather Doll

Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously.

- 7.15 Approve Record of Disbursements and Approve Claims to approve invoices totalling \$10,614,810.04 from February 1 through 28, 2022 and for invoices totalling \$8,181,151.84 from April 1 through 30, 2022.

Motion by Commissioner Wolf, seconded by Commissioner Ulrich. The motion carried unanimously.

**(8) CUSTOMER SERVICE: WE WILL DELIVER GOVERNMENT SERVICES IN A RESPECTFUL, RESPONSIVE, AND SOLUTION-ORIENTED MANNER**

- 8.1 Presentation of the Spirit of Scott 2022 Quarter 1 Recognition Awards

Principal Planner Greg Wagner provided information on the Spirit of Scott 2022 Quarter 1 Recognition Awards presented to County employees Chris Nelson and Laurie McMillen.

**(9) COMMUNICATION: WE WILL ALWAYS BE CLEAR ABOUT WHAT WE'RE DOING AND WHY WE'RE DOING IT**

- 9.1 Receive Progress Update to the Scott County Strategic Plan

Quality Improvement Manager Chris Harder presented a Progress Update to the Scott County Strategic Plan. Following the presentation, Commissioner Ulrich asked for an update on the status of the County's emergency preparedness. The Commissioners discussed the declining third grade reading levels and work being done in the County to affect these numbers.

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

- 10.1 Receive Information on Progress on the Standard Measures Program Developed by the Council on Local Results and Innovation and Adopt Resolution No. 2022-152; Affirming Adoption and Implementation of the Standard Measures Program Developed by the Council on Local Results and Innovation and Agreeing to Report Results to Residents

Motion by Commissioner Weckman Brekke, seconded by Commissioner Wolf. The motion carried unanimously. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.

**(11) COMMITTEE REPORTS AND COMMISSIONER UPDATES**

1. All Commissioners attended the Scott County Board workshop on May 17.
2. Commissioners Weckman Brekke and Beard met with the Shakopee Mayor Bill Mars, City Administrator Bill Reynolds, and County Administrator Lezlie Vermillion on May 18.
3. All Commissioners attended the Conversations with Faith Leaders: Families Experiencing Homelessness meeting on May 19.
4. Commissioner Weckman Brekke attended the Metropolitan Library Service Agency (MELSA) Board meeting on May 19.
5. Commissioner Weckman Brekke attended Scott County Sheriff Reserves Graduation event on May 19.
6. Commissioner Weckman Brekke attended Dakota-Scott Workforce Development Board meeting on May 20.
7. Commissioner Weckman Brekke attended Metropolitan Alliance for Healthy Families Board

- meeting on May 23.
8. Commissioner Weckman Brekke met with the Jordan Mayor, City Administrator, and County Administrator on May 23.
  9. Commissioner Weckman Brekke attended Community Action Partnership (CAP) Agency Finance Committee meeting on May 24.
  10. Commissioners Weckman Brekke and Beard attended Employers of Excellence Event – Dakota Scott Workforce Development Board meeting on May 25.
  11. Commissioners Weckman Brekke, Beard, and Wolf attended County/Court Communication and Policy Committee meeting on May 26.
  12. All Commissioners attended the Scott County Board Community Health Board meeting on May 31.
  13. All Commissioners attended the Scott County Board workshop on May 31.
  14. All Commissioners attended Scott County's Memorial Day raising of the flag event on May 31.
  15. Commissioner Weckman Brekke met with Belle Plaine Mayor, City Administrator, and County Administrator on June 1.
  16. Commissioner Weckman Brekke met with CAP Agency Executive Director Jeff Hansen on June 1.
  17. Commissioner Weckman Brekke attended the Parenting Circle meeting on June 2.
  18. Commissioners Weckman Brekke and Beard attended the Association of Minnesota Counties District 10 Spring meeting on June 3.
  19. Commissioner Wolf met with County Administrator Lezlie Vermillion on May 23.
  20. Commissioner Wolf attended the Scott WMO Planning Commission meeting on May 23.
  21. Commissioners Wolf and Beard attended the Chair/Vice Chair meeting on May 24.
  22. Commissioners Wolf and Beer met with the Prior Lake Mayor, City Administrator, and County Administrator on May 24.
  23. Commissioner Wolf attended the Elko New Market City Council meeting on May 24.
  24. Commissioner Wolf attended the New Market Town Board meeting on May 31.
  25. Commissioner Wolf met with the Credit River Mayor, staff, and County Administrator on June 2.
  26. Commissioner Wolf attended the Prior Lake City Council meeting on June 6.
  27. Commissioner Wolf attended the Credit River City Council meeting on June 6.
  28. Commissioner Wolf attended the Cedar Lake Town Board meeting on June 6.
  29. Commissioners Wolf and Beard attended the New Employee Welcome event on June 7.
  30. Commissioner Beer attended the Metropolitan Mosquito Control District (MMCD) Board of Directors meeting on May 25.
  31. Commissioners Beer and Ulrich attended the Inter-Governmental Work Group meeting on May 31.
  32. Commissioner Ulrich attended the Transportation Alliance Board (TAB) meeting on May 18.
  33. Commissioner Ulrich met with the Savage Mayor, City Administrator, and County Administrator on May 23.
  34. Commissioner Ulrich attended the Minnesota Valley Transit Authority (MVTA) meeting on May 25.
  35. Commissioner Ulrich attended the Live Learn Earn Steering Committee meeting on May 26.
  36. Commissioner Ulrich met with County Administrator Lezlie Vermillion on June 2.
  37. Commissioner Ulrich attended the Scott County Association for Leadership & Efficiency (SCALE) meeting on June 3.
  38. Commissioner Beard met with House Bonding Committee lead members on May 3.
  39. Commissioner Beard attended the MVTA meeting on May 5.
  40. Commissioner Beard attended the Justice Steering Committee meeting on May 5.
  41. Commissioner Beard attended an event at Huber Park for Representative Angie Craig and Senator Pratt on May 5.
  42. Commissioner Beard met with the Prior Lake-Spring Lake Watershed Chair on May 6.

43. Commissioner Beard attended the retirement event at Rahr Malting on May 6.
44. Commissioner Beard met with the Chair of Live Learn Earn on May 9.
45. Commissioner Beard met with County Administrator Lezlie Vermillion and Commissioner Weckman Brekke on May 10.
46. Commissioner Beard attended the Scott County Community Development Agency (CDA) Board meeting on May 10.
47. Commissioner Beard met with the Senate Transportation Chair on May 11.
48. Commissioner Beard attended the SCALE meeting on May 13.
49. Commissioner Beard attended the SCALE Service Delivery meeting on May 16.
50. Commissioner Beard Shakopee City Council meeting on May 17.
51. Commissioner Beard met with County Administrator Lezlie Vermillion on June 6.

#### **(12) COUNTY ADMINISTRATOR UPDATE**

Following the meeting, the Commissioner will meet in a workshop setting on the following items:

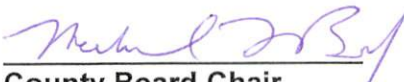
- CDA Preliminary Budget
- Ditch #3 Workshop
- Budget Workshop

#### **(13) RECESS FOR ATTORNEY/CLIENT MEETING**

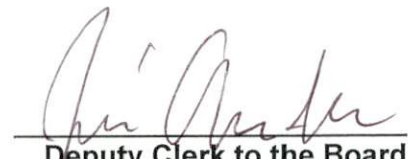
There were no attorney/client meetings.

#### **(14) ADJOURN**

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

  
County Board Chair

  
Clerk to the Board/County  
Administrator

  
Deputy Clerk to the Board