



**MINUTES
SCOTT COUNTY
BOARD OF COMMISSIONERS
December 7, 2023**

(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 2:01 p.m. The following members were present: Commissioner Weckman Brekke, Commissioner Wolf, Commissioner Brennan, and Commissioner Beer. Commissioner Ulrich attended remotely. Commissioner Wolf presided.

The following were also in attendance:

1. Lezlie Vermillion, County Administrator
2. Danny Lenz, Deputy County Administrator/CFO
3. Luke Hennen, Scott County Sheriff
4. Jeanne Andersen, Senior Attorney
5. Barb Dahl, Health and Human Services Director
6. Brad Davis, Planning and Resource Management Director
7. Cindy Geis, Community Service Director
8. Jake Grussing, Transformation & Enterprise Services Director
9. Tracy Cervenka, Business Operations Manager
10. Evan Cole, Business Info/Sys Specialist
11. Chris Harder, Quality Improvement Manager
12. Erin Lewis, Quality Improvement Manager
13. Tony Winiecki, County Engineer
14. Marty Schmitz, Zoning Administrator
15. Kate Sedlacek, Environmental Services Manager
16. Alysa Misfeldt, Parks Strategic Programs Manager
17. Scott Rettke, Sheriff's Captain
18. Michelle Hesse, Deputy Clerk to the Board

Guests:

1. Tom Nikinum, City of Jordan
2. Mayor Mike Franklin, City of Jordan
3. Chad Sandey, Sand Creek Town Board Chair
4. Steve Hentges, Jordan
5. Bruce Hunstad, Sand Creek Town Board
6. Kevin Nordick, Sand Creek Town Board
7. Matt Stordahl, Stantec
8. Peggy Jo Dunnette
9. Maggie Gallentine, Sand Creek Town Board
10. Steve Gallentine
11. Deb Pauly
12. Mary Heil

(2) AMENDMENTS TO THE AGENDA

There were no amendments to the agenda. County Administrator Lezlie Vermillion noted that Commissioner Ulrich will attend the meeting remotely.

(3) APPROVE MINUTES

On a motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan, the November 21, 2023 minutes were approved unanimously on a roll call vote.

(4) RECOGNITION OF INTERESTED CITIZENS

There were no citizens to be recognized.

(5) CONSENT AGENDA

- 5.1 Adopt Resolution No. 2023-287; Approving Submittal of a Grant Application to the Metropolitan Council's Equity Grant Program for Regional Parks
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.2 Adopt Resolution No. 2023-292; Authorizing Entering a Three-Year Subscription With Carahsoft to LinkedIn Learning
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.3 Adopt Resolution No. 2023-293; Approving the Findings of Fact and Conclusions for the Trunk Highway 169 and County Highway 59 Interchange Project Environmental Assessment Worksheet and Negative Declaration on the Need for an Environmental Impact Statement
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.4 Adopt Resolution No. 2023-295; Authorizing Submittal of Transportation Projects to the Transportation Advisory Board for Consideration in the 2024 Regional Solicitation
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.5 Adopt Resolution No. 2023-297; Authorizing Entering an Amendment to the Agreement With SRF Consulting Group, Inc. for the County Highway 17 Project
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.6 Adopt Resolution No. 2023-302; Approving Entering Into a Grant Agreement With the Minnesota Department of Health for COVID-19 Detection and Mitigation Within the Jail and Amending the 2023 Budget
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.7 Adopt Resolution 2023-303; Approving Use of the State of Minnesota's Agreement with LabCorp, Inc. via Cooperative Purchasing Venture for Inmate Laboratory Services
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.8 Adopt Resolution 2023-304; Authorizing Entering Into a Renewal of the Southwest Metro Drug Task Force Joint Powers Agreement for 2024-2028
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.

- 5.9 Adopt Resolution 2023-305; Authorizing Entering into a Renewal of the Tri-City Tactical Team Joint Powers Agreement for 2024-2028
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.10 Adopt Resolution 2023-306; Approving the Appointment of Scott County Sheriff's Office Staff to the Metropolitan Emergency Services Board's Radio Technical Operating Committee
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.11 Adopt Resolution 2023-307; Approving the Appointment of Scott County Sheriff's Office Staff to the Metropolitan Emergency Services Board's 911 Technical Operating Committee
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.12 Adopt Resolution No. 2023-313; Authorizing Entering Amendment No. 1 to Attachment No. 3 of the Master Agreement With Canvas Health, Inc.
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.
- 5.13 Approve the Lawful Gambling Off-Site Permit Application for Jordan Booster Club in Sand Creek Township for February 3, 2024
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote.
- 5.14 Approve Renewal Applications for Scott County Intoxicating Liquor and Wine Licenses for Establishments Within Cedar Lake and St. Lawrence Townships for 2024
Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. The motion carried unanimously on a roll call vote.
- 5.15 Approve Payroll Processing of Personnel Actions
On the recommendation of the County Administrator, Commissioner Weckman Brekke moved, seconded by Commissioner Brennan 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 Shay Stai, FT Probationary Corrections Officer, County Sheriff's Office, effective 11/20/2023.
 2. Separation of employment for Aileen Wagner, FT Collections Officer, Health and Human Services Division, effective 12/7/2023.
 3. FT Probationary employment of Brian Wold, Assistant County Attorney III, County Attorney's Office, effective 12/4/2023.
 4. FT Probationary employment of Stephanie Buelow, Evidence Based Practice Coordinator, Health and Human Services Division, effective 12/4/2023.
 5. Intermittent (34% FTE) employment of Houda Abdo, Case Aide - Unclassified, Health and Human Services Division, effective 11/13/2023.
 6. Promotion for Clarice Hedlund, FT Tax Specialist to FT Probationary Senior Tax Specialist, Community Services Division, effective 11/20/2023.
 7. Promotion for Heidi Schuettepelz, FT Specialty Courts Coordinator to FT Probationary Evidence Based Practice Coordinator, Health and Human Services Division, effective 11/27/2023.

The motion carried unanimously on a roll call vote.

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

- 6.1 Receive Information on Mining Operations at 23631 Natchez Avenue in New Market Township
The Commissioners received updated information from Planning & Resource Management Director Brad Davis regarding the property at 23631 Natchez Ave.
- 6.2 Receive Information on the 2024-2028 Capital Improvement Plan
The Commissioners received a presentation by County Administrator Lezlie Vermillion on the 2024-28 Capital Improvement Plan

(7) COLLABORATION: WE WILL WORK WITH PARTNERS - COMMUNITIES, SCHOOLS, FAITH GROUPS, PRIVATE BUSINESS, AND NON-PROFIT AGENCIES - TO SEE THAT SERVICES ARE NOT DUPLICATED BUT RATHER ARE COMPLIMENTARY, ALIGNED, AND PROVIDED BY THE PARTNERS WHO CAN DELIVER THE SERVICE MOST EFFECTIVELY

- 7.1 Adopt Resolution No. 2023-314; Approving a Comprehensive Plan Amendment to Reguide 27 Properties in Sand Creek Township (Sand Creek Town Board, Applicant)

Planning & Resource Management Director Brad Davis presented the request by the Sand Creek Town Board to amend the 2040 Comprehensive Plan and reguide 27 properties in the Township. Mr. Davis referenced the Comprehensive Plan criteria which allow changes. He noted that there are limited available commercial/industrial lots remaining in the rural Jordan submarket area and that planned improved supportive services along the corridor and access from the corridor to TH 169 support the amendment.

The City of Jordan and one business owner along the corridor oppose the amendment, some residents expressed concern regarding possible environmental impact and two property owners along the corridor support the amendment. The mayors of Belle Plaine, Jordan, Prior Lake, Credit River, and New Prague are on record opposing the amendment in principle. A Public Hearing was held, the Planning Advisory Commission recommends approval, and staff supports the amendment.

Commissioner Brennan noted that each request to amend the Comprehensive Plan is unique and should be treated individually.

Commissioner Beer expressed his desire for cities and townships to sit down together for mutually beneficial discussion.

Commissioner Weckman Brekke inquired about what measures the County will take to protect the environment and natural areas at the time of development. Mr. Davis stated that any land development in the corridor will be required to delineate wetland boundaries and buffer them through dedicated conservation easements, identify 100-year flood elevations and ensure structures, wells and septic systems are properly set back or set above those elevations, and install measures in the building, septic and stormwater design to ensure that any run-off is properly treated before going into groundwater or surface waters.

Commissioner Ulrich added that he found the findings, as presented by staff, to be compelling. He continued that each Comprehensive Plan Amendment request was appropriately dealt with on a case by case basis and approving this comp plan amendment would not set a precedent.

Motion by Commissioner Brennan, seconded by Commissioner Ulrich. The motion carried unanimously on a roll call vote. A copy of the resolution is available in the office of the County Administrator and is made a part of this record by reference.

(8) COMMITTEE REPORTS AND COMMISSIONER UPDATES

- All Commissioners attended the Board Workshop on November 21
- Commissioners Beer and Brennan attended the Inter Governmental Work Group (IWG) meeting on November 28
- Commissioners Beer and Wolf attended the funeral for former County Commissioner Jerry Hennen on November 30
- Commissioner Beer attended the Spirit of Scott Committee meeting on December 5
- Commissioner Brennan attended the Shakopee City Council meeting on November 21
- Commissioner Brennan attended the Scott County Historical Society (SCHS) meeting on November 22
- Commissioner Brennan met with Public Health Director Lisa Brodsky on November 27
- Commissioners Brennan and Weckman Brekke attended the County/Court Communication and Policy Committee meeting on November 29
- Commissioner Brennan attended the Minnesota Valley Transit Authority (MVTA) meeting on November 29
- Commissioners Brennan and Wolf attended the Association of Minnesota Counties (AMC) Annual Conference on December 4-5
- Commissioner Brennan attended the Minnesota Counties Insurance Trust (MCIT) Annual meeting on December 4
- Commissioner Brennan attended the State Community Health Services Advisory Committee Annual meeting on December 6
- Commissioner Brennan attended the Metro Parks Coalition meeting on December 7
- Commissioner Ulrich attended the Suburban Transit Association (STA) Legislative Subcommittee meeting on November 22
- Commissioners Ulrich and Weckman Brekke attended the Scott County Association for Leadership and Efficiency (SCALE) Executive Committee meeting on November 27
- Commissioner Ulrich attended the AMC Metropolitan Council Advisory Committee meeting on November 27
- Commissioners Ulrich and Weckman Brekke attended the Visitation for former County Commissioner Jerry Hennen on November 29
- Commissioner Ulrich attended the MVTA Board meeting on November 29
- Commissioners Ulrich and Weckman Brekke attended the SCALE Executive Committee meeting on December 1
- Commissioner Ulrich attended the MVTA Management Committee meeting on December 4
- Commissioner Ulrich attended the MICA Metropolitan Council Governance Workgroup meeting on December 4
- Commissioner Ulrich met with the Prior Lake Mayor on December 4
- Commissioners Brennan, Ulrich, Weckman Brekke, and Wolf attended the AMC Awards Banquet on December 5 where *Commissioner Weckman Brekke received the AMC Presidents Award*
- Commissioner Ulrich attended the Parks Advisory Commission meeting on December 6
- Commissioner Ulrich met with the County Administrator on December 7
- Commissioner Weckman Brekke met with Fred Corrigan and Julie Seigert, Scott County Community Development Agency (CDA) on November 27
- Commissioner Weckman Brekke hosted representatives and staff from Ottertail County at the Family Resource Center (FRC) on November 27
- Commissioner Weckman Brekke met with the Mayor of Jordan on November 27
- Commissioners Weckman Brekke and Wolf attended the Chair/Vice Chair meeting on November 28
- Commissioners Weckman Brekke and Wolf attended the Town Board Chair meeting on November 29
- Commissioner Weckman Brekke attended the National Association of Counties (NACo) meetings on November 30 – December 2
- Commissioner Weckman Brekke attended the AMC Annual Conference on December 3-6
- Commissioner Weckman Brekke attended the Scott-Carver-Dakota Community Action Program (CAP) Agency Finance Committee meeting on December 5
- Commissioner Weckman Brekke attended the State Community Supervision Advisory Committee meeting on December 7

- Commissioner Wolf met with the Mayor of Jordan on November 22
- Commissioner Wolf attended the Scott Watershed Management Organization (WMO) Planning Commission meeting on November 27
- Commissioner Wolf attended the AMC meeting on December 4-5
- Commissioner Wolf attended the Prior Lake City Council meeting on December 4
- Commissioner Wolf attended the Credit River City Council meeting on December 4
- Commissioner Wolf attended the New Market Town Board meeting on December 5
- Commissioner Wolf met with the Mayor of Credit River on December 7
- Commissioner Wolf attended the Vermillion River Watershed Joint Powers Board meeting on December 7

(9) COUNTY ADMINISTRATOR UPDATE

- Administrator Lezlie Vermillion recognized Commissioner Weckman Brekke who was recently awarded the Association of Minnesota Counties President's Award and added that this prestigious award is given for exemplary leadership in public service.
- Ms. Vermillion noted that a Board work session will follow the meeting and the Proposed Budget meeting will be held at 6:00 p.m.

(10) RECESS FOR ATTORNEY/CLIENT MEETING

There was no need to recess for an attorney/client meeting.

(11) ADJOURN

Commissioner Wolf noted that following the meeting the Board will meet in a Workshop setting regarding Employee Relations Policies, Department of Human Services Housing Grant, and Scott WMO Planning Commission.

On a motion by Commissioner Beer, seconded by Commissioner Brennan, the meeting adjourned at 4:12 p.m.

County Board Chair

**Clerk to the Board/County
Administrator**

Deputy Clerk to the Board