



**MINUTES
SCOTT COUNTY
BOARD OF COMMISSIONERS
December 19, 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 9:00 a.m. The following members were present: Commissioner Weckman Brekke, Commissioner Wolf, Commissioner Brennan, Commissioner Beer, and Commissioner Ulrich. Commissioner Wolf presided.

The following were also in attendance:

1. Lezlie Vermillion, County Administrator
2. Ron Hocevar, County Attorney
3. Danny Lenz, Deputy County Administrator.CFO
4. Luke Hennen, Sheriff
5. Barb Dahl, Health and Human Services Director
6. Cindy Geis, Community Services Director
7. Lori Huss, Employee Relations Director
8. Erin Lewis, Quality Improvement Manager
9. Molly Bruner, Community Corrections Director
10. Dana Anderson, Principal Tax Specialist
11. Kari Ouimette, Economic Assistance Director
12. Anika Gustafson, Social Worker
13. Nicole Jacobson, Administrative Assistant
14. Lupe Godinez, Customer Service Specialist
15. Lacey Brown, Therapist
16. Elena Tran, Public Health Data Planner
17. Terri Dill, Principal Planner
18. Chessa Swedin, Assistant Probation Officer
19. Mesa Schultz, Assistant Probation Officer

(2) AMENDMENTS TO THE AGENDA

There were no amendments to the Agenda.

(3) APPROVE MINUTES

On a motion by Commissioner Brennan, seconded by Commissioner Ulrich, the December 7, 2023 minutes were approved unanimously.

(4) RECOGNITION OF INTERESTED CITIZENS

There were no citizens to be recognized.

(5) NEW EMPLOYEES

The following new employees introduced themselves and were welcomed to Scott County:

- Anika Gustafson, Mental Health Center
- Nicole Jacobson, Natural Resources
- Lupe Godinez, Customer Service
- Lacey Brown, Mental Health Center
- Elena Tran, Public Health
- Terri Dill, Program Delivery
- Chessa Swedin, Community Corrections
- Mesa Schultz, Community Corrections

(6) CONSENT AGENDA

- 6.1 Adopt Resolution No. 2023-291; Authorizing Final Payment to Allied Blacktop Company for the 2023 Trail Preventive Maintenance Project
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.2 Adopt Resolution No. 2023-294; Authorizing Alteration of County Highway 2, Entering an Agreement with McNamara Contracting, Inc., and a Budget Amendment
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.3 Adopt Resolution No. 2023-296; Approving the Final 2024 Levy and Budget for the Scott County Vermillion River Watershed Special Taxing District
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.4 Adopt Resolution No. 2023-298; Authorizing an Appeal to the Minnesota Department of Transportation Related to Road Project Improvement Ownership
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.5 Adopt Resolution No. 2023-299; Approving the 2024 Conservation Practice Financial Assistance Program Policy Manual for the Scott Watershed Management Organization
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.6 Adopt Resolution No. 2023-300; Approving the Final 2024 Levy and Budget for the Scott Watershed Management Organization Special Taxing District
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.7 Adopt Resolution No. 2023-301; Adopting the Employee Relations Policy and Rescinding Resolution Nos. 2022-313 and 2020-229
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.

- 6.8 Adopt Resolution No. 2023-308; Establishing the 2024 Compensation Plan, Policy, and Procedure, Including the County Compensation Grade Schedule, and the General and Merit Increase Matrix for Non-Bargaining Staff, and Rescinding Resolution No. 2022-312
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.9 Adopt Resolution No. 2023-309; Setting the Annual Salary Rate for the Elected Position of County Attorney for 2024 and Rescinding Resolution No. 2022-311
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.10 Adopt Resolution No. 2023-310; Setting the Annual Salary Rate for the Elected Position of County Sheriff for 2024 and Rescinding Resolution No. 2022-310
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.11 Adopt Resolution No. 2023-311; Setting the Annual Salary Rate for the Board of Commissioners for 2024 and Rescinding Resolution No. 2022-309
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.12 Adopt Resolution No. 2023-312; Setting the 2024 Salary for County Administrator and Rescinding Resolution No. 2022-301
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.13 Adopt Resolution No. 2023-315; Authorizing Final Payment to Sir Lines-A-Lot, LLC, for the 2023 Annual Pavement Marking and Striping Contract
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.14 Adopt Resolution No. 2023-316; Authorizing Entering Into an Amendment to Non-Emergency Medical Transportation Contracts
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.15 Adopt Resolution No. 2023-317; Authorizing Entering Into an Amendment to Work Order #3 with WSB & Associates, Inc. for Transportation Planning and Traffic Analysis Services
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.16 Adopt Resolution No. 2023-318; Authorizing Final Payment to G Urban Companies, Inc. for the 2022 Building Demolition Project
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.17 Adopt Resolution No. 2023-319; Authorizing Entering Into an Amendment to the Agreement with Damon Farber Associates Inc.
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.

- 6.18 Adopt Resolution No. 2023-320; Approving the 2024 Scott County Legislative Platform Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.19 Adopt Resolution No. 2023-321; Authorizing Entering into an Amendment to the Agreement With SRF Consulting Group, Inc. for the Bluff Drive Overpass Project Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.20 Adopt Resolution No. 2023-322; Fixing the 2024 Per Diem Rate for County Board Appointed Citizen Members of Advisory Bodies Serving Scott County, Minnesota Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.21 Adopt Resolution No. 2023-323; Authorizing Ratification of a Minnesota Counties Computer Cooperative Agreement with Avenu Insights & Analytics, LLC Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.22 Adopt Resolution No. 2023-324; Authorizing Entering Into an Agreement With the Minnesota Department of Human Services for the Child and Teen Checkup Outreach Program Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.23 Adopt Resolution No 2023-325; Setting a 2024 Solid Waste Special Assessment Fee on Residential, Commercial and Industrial Properties Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.24 Adopt Resolution No. 2023-326; Approving The 2024 Comprehensive County Fee Schedule Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.25 Adopt Resolution No. 2023-327; Approving a Rezone of 80 Acres From Urban Expansion Reserve (UER) to Transition Reserve Cluster (TRC) (Emily Sandey, Applicant and Elmer J. Pieper & Ethel M. Pieper Trust, Property Owners) Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.26 Adopt Resolution No. 2023-328; Approving a Rezone From A-1, Agricultural Preservation District, to A-3, Agricultural Preservation Density District (Thomas & Rosalea Krentz, Applicant and Property Owners) Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.27 Adopt Resolution No. 2023-329; Approving a Conditional Use Permit to Operate an Equipment Dealership, Preliminary and Final Plat of Lano Addition, and Three-Way Developers Agreement (Kurt Lano, Applicant and Shakopee North, LLC., Property Owner) Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.

- 6.28 Adopt Resolution No. 2023-330; Authorizing Staff to Eliminate Commitment of Fund Balance Restrictions for Operation of a Drug Court Program
Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.
- 6.29 Approve Appointment and Reappointment of Citizens to Advisory Committees
Community Corrections Advisory Board (Term effective 1/1/2024 - 12/31/2025)
Reappointment of Barb Hedstrom of Commissioner District 1
Appointment of Craig Barnd of Commissioner District 2
Reappointment of Ed Egan of Commissioner District 3

Community Development Agency (Term effective 1/1/2024 - 12/31/2028)
Reappointment of Terri Gulstad of Commissioner District 2

Extension Committee (Term effective 1/1/2024 - 12/31/2026)
Reappointment of Mandy Urness of Commissioner District 5

Human Services Resource Council (Term effective 1/1/2024 - 12/31/2025)
Reappointment of Jane Dubois of Commissioner District 1
Reappointment of Lloyd Erbaugh of Commissioner District 2
Reappointment of Lesley Hauser of Commissioner District 2
Reappointment of Fredrick Ehlers of Commissioner District 3
Reappointment of Suresh Nair of Commissioner District 3
Reappointment of Jerry Finkel of Commissioner District 5

Mental Health Local Advisory Council (Term effective 1/1/2024 - 12/31/2025)
(All members serve as an At-Large capacity)
Reappointment of Sara Danielson of Commissioner District 1
Reappointment of Kimberly Churchill of Commissioner District 2
Reappointment of Lloyd Erbaugh of Commissioner District 2
Reappointment of Lorraine Estrada-White of Commissioner District 3
Reappointment of Lori Rathjen of Commissioner District 5
Reappointment of Nick Rasmissen of Commissioner District 5
Reappointment of Rodney Seuer of Commissioner District 5

Lower Minnesota River Watershed District Board of Managers (Term effective 1/1/2024 - 12/31/2026)
Appointment of Nathan Dull of Commissioner District 3

Personnel Board of Appeals (Term effective 1/1/2024 - 12/31/2025)
(All members serve as an At-Large capacity)
Appointment of Charles Maclean of Commissioner District 2
Appointment of Todd Olness of Commissioner District 3

Scott Watershed Management Organization Planning Commission
Appointment of William Phillips, Savage - At-large position (Term effective 1/1/2023 - 12/31/2025)
Change of Pam Caselius, New Prague - from At-Large position to represent Sand Creek Basin WMO (Current term ends 12/31/2024)

Solid Waste Advisory Committee (Terms effective 1/1/2024 - 12/31/2026)
(All members serve as an At-Large capacity)
Appointment of Rachel Houck of Commissioner District 1
Appointment of Barbara Kane Johnson of Commissioner District 2

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

- 6.30 Approve the Renewal Applications for 3.2 Percent Malt Liquor Licenses for Holiday Station Store in Jackson Township and Suzette Inc and Ferguson's Minnesota Harvest Orchards in St Lawrence Township for 2024

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

- 6.31 Approve Record of Disbursements and Approve Claims

To comply with Minn. Statute §375.18 Subd. 1b, *Delegation for Paying Certain Claims*, a list of all claims paid under the procedures established by the County Board shall be presented to the Board, for informational purposes only, at the next regularly scheduled meeting after payment of the claim. The Record of Disbursements will be available at the meeting. Invoices total \$105,223,233.84 from November 1 through November 30, 2023.

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

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

- 7.1 Presentation of the Spirit of Scott 2023 Quarter 3 Recognition Awards

On behalf of the Spirit of Scott Committee, Greg Wagner provided the Commissioners with information on the Quarter 3 Spirit of Scott Award recipients:

- Joe Wiita, Highway Division Program Manager
- Jeremy Knish, Highway Maintenance Worker
- Joan Driemeyer, Library Associate

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

- 8.1 Adopt Resolution No. 2023-282; Setting the Scott County, Minnesota, Gross Levy for Taxes Payable in the Year 2024 in the Amount of \$91,600,957 Less \$8,059,557 Certified Property Tax Aids for a Net Levy of \$83,541,400

Motion by Commissioner Weckman Brekke, seconded by Commissioner Brennan. 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.

- 8.2 Adopt Resolution No. 2023-283; Approving the 2024 Budgets for Scott County, Minnesota, Offices, Departments and Agencies, and Adopting a Capital Improvement Plan

Motion by Commissioner Ulrich, seconded by Commissioner Brennan. 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.

- 8.3 Adopt Resolution No. 2023-332 Authorizing the Correction of Error Under MS §270C.86; Subd 3 for the City of New Prague for the Certification of Proposed Levy for Payable 2024

Community Services Director Cindy Geis and Principal Tax Specialist Dana Anderson presented information regarding an administrative error in the Certification of the Levy for the City of New Prague. The State of Minnesota Commissioner of Revenue has the power to override what was originally proposed. To correct the error, the Scott County Board of Commissioners may authorize application to the Commissioner of Revenue, on behalf of the City of New Prague, to provide relief and grant an order to the City of New Prague authorizing Recertification of the Levy. Commissioner Beer noted that we do all possible to support all County taxpayers whether they live in cities or townships.

Motion by Commissioner Weckman Brekke, 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.

(9) COMMITTEE REPORTS AND COMMISSIONER UPDATES

- All Commissioners attended the Board Workshop on December 7.
- All Commissioners attended the Proposed Budget meeting on December 7.
- All Commissioners attended the Scott County Association For Leadership & Efficiency (SCALE) meeting on December 8.
- All Commissioners met with Legislative Delegation regarding the 2024 Legislative Platform and Priorities on December 11.
- Commissioner Beer attended the Scott County Labor Management Committee American Federation of State, County & Municipal Employees (AFSCME) meeting on December 12.
- Commissioner Brennan met with the County Administrator on December 8.
- Commissioner Brennan attended the Community Development Agency (CDA) meeting on December 12.
- Commissioner Brennan attended the Minnesota Counties Insurance Trust (MCIT) Cybersecurity presentation on December 13.
- Commissioner Brennan met with Transformation and Enterprise Services Director Jake Grussing and Library Director Jennifer Schultz on December 13
- Commissioner Brennan attended the Scott County Historical Society (SCHS) meeting on December 13.
- Commissioner Brennan assisted Southern Valley Alliance move into their new facility on December 18.
- Commissioners Brennan and Weckman Brekke met with Health and Human Services Director Barb Dahl on December 19.
- Commissioner Ulrich met with the County Administrator on December 7.
- Commissioner Ulrich attended the SCALE Regional Training Facility Joint Powers Board meeting on December 8.
- Commissioner Ulrich attended the Association of Minnesota Counties (AMC) Metropolitan Council Governance Advisory Committee meeting on December 11.
- Commissioner Ulrich attended the Families & Individuals Sharing Hope (FISH) Board of Directors meeting on December 12.
- Commissioner Ulrich attended the Minnesota Valley Transit Authority (MVTA) Board meeting on December 13.
- Commissioner Ulrich attended the Transportation Policy Plan (TPP) Advisory Workgroup meeting on December 15.
- Commissioner Ulrich attended the SCALE Service Delivery Committee meeting on December 18.
- Commissioner Weckman Brekke attended the Dakota-Scott Workforce Awards event on December 8.
- Commissioner Weckman Brekke participated in the Congressional District 2 interviews for applicants to the US Service Academies on December 9.
- Commissioner Weckman Brekke met with the County Administrator on December 12.
- Commissioner Weckman Brekke viewed the County Ditch 10 work on December 12.
- Commissioner Weckman Brekke attended the Scott-Carver-Dakota Community Action Program (CAP) Board meeting on December 12.
- Commissioner Weckman Brekke attended the National Association of Counties (NACo) Human Services & Education meeting on December 13.
- Commissioner Weckman Brekke attended the Minnesota Inter-County Association (MICA) Board of Directors meeting on December 13
- Commissioner Weckman Brekke attended the Minnesota Transportation Alliance Board meeting on December 13
- Commissioner Weckman Brekke attended the PoulHaas Open House on December 13.
- Commissioner Weckman Brekke attended the Metropolitan Library Service Agency (MELSA) Board Personnel meeting on December 14.
- Commissioner Weckman Brekke attended the MELSA Board of Trustees meeting on December 14.
- Commissioners Weckman Brekke and Wolf attended the New Employee Welcome on December 19.
- Commissioner Wolf attended the Scott County Planning Advisory Commission/Board of Adjustment meeting on December 11.

- Commissioner Wolf attended the Metropolitan Emergency Services Board (MESB) meeting on December 13.
- Commissioner Wolf attended the Cedar Lake Water and Sanitary Sewer District meeting on December 13.
- Commissioner Wolf attended the Renaissance Festival meeting on December 18.
- Commissioner Wolf attended the Credit River City Council meeting on December 18.
- Commissioner Wolf attended the Cedar Lake Town Board meeting on December 18.

(10) COUNTY ADMINISTRATOR UPDATE

- Scott County Community Development Agency (CDA) received a \$2M+ Minnesota Housing Grant to help construct Trust Homes at County Roads 16 and 18. Building will begin in the spring.
- CDA will meet with cities of Shakopee, Savage and Prior Lake to discuss the Housing Trust process. Letters of support have been requested from the cities.
- Scott County offices will be closed Monday, December 25 and January 1.

(11) RECESS FOR ATTORNEY/CLIENT MEETING

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

(12) ADJOURN

On a motion by Commissioner Beer, seconded by Commissioner Ulrich, the meeting adjourned at 10:16 a.m.

County Board Chair

**Clerk to the Board/County
Administrator**

Deputy Clerk to the Board