



Dakota County

Board of Commissioners

Minutes

Tuesday, May 7, 2024

9:00 AM

Boardroom, Administration Center,
Hastings, MN

1. Call To Order And Roll Call

Present: Commissioner Mike Slavik
Commissioner Joe Atkins
Commissioner Laurie Halverson
Commissioner William Droste
Commissioner Liz Workman
Commissioner Mary Liz Holberg
Commissioner Mary Hamann-Roland

Also in attendance were Matt Smith, County Manager; Kathryn M. Keena, County Attorney; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

2. Pledge Of Allegiance

The meeting was called to order at 9:00 a.m. by Chair Joe Atkins who welcomed everyone and opened the meeting with the Pledge of Allegiance.

3. Audience

Chair Atkins noted that all public comments can be sent to CountyAdmin@co.dakota.mn.us. Katrina DeVore of the Minnesota Nurses Association Bargaining Unit was present and provided comments.

4. Agenda

4.1 Resolution No: 24-229
Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Laurie Halverson

Ayes: 7

5. Public Hearing

5.1 Resolution No: 24-230
Public Hearing To Receive Comments On New Fees And Amendment To 2024
Dakota County Fee Schedule

Motion: William Droste

Second: Mary Hamann-Roland

The time being 9:05 a.m. and pursuant to public notice, a public hearing was

conducted to receive comments on new fees and amendment to the 2024 Dakota County Fee Schedule. Property Records Manager Andrew McGuire briefed this item and the public hearing was opened. No one came forward with comments and no comments were received via email. The Public Hearing was closed at 9:06 a.m.

WHEREAS, County fees for services, not otherwise established by law, may be imposed if adopted by the Dakota County Board of Commissioners following a public hearing; and

WHEREAS, staff presented the recommended new fees and amendment to the 2024 Dakota County Fee Schedule at the General Government and Policy Committee meeting on April 9, 2024; and

WHEREAS, Dakota County Property Taxation and Records Department desires to recover costs associated with a new Occasional User Online Portal service, and collect fee revenue that aligns with revenue generated from the RecordEase web subscription fees included on the 2024 Dakota County Fee Schedule; and

WHEREAS, notice of a public hearing on the recommended new fees and amendment to the 2024 Dakota County Fee Schedule was published from April 23, 2024 to May 7, 2024 on the Dakota County external website under Public Notices; and

WHEREAS a public hearing was held on May 7, 2024, to receive comments on the new fees and amendment to the 2024 Dakota County Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the new fees associated with the Occasional User Online Portal as presented at the General Government and Policy Committee of the Whole on April 9, 2024, and amends the 2024 Dakota County Fee Schedule to include the new fees; and

BE IT FURTHER RESOLVED, That the proposed new fees and amendment to the 2024 Dakota County Fee Schedule will be effective upon approval by the County Board.

2024 Occasional User Fees

Online Access	\$5.00
Search	\$1.00
View Document	\$2.00
View Certificate (Torrens)	\$3.00
View Tract Page	\$3.00

Ayes: 7

CONSENT AGENDA

Item 10.1 - Proclamation of Correctional Officers and Police Officers Weeks in Dakota County was pulled from the Consent Agenda and placed on the Regular Agenda. With this amendment, a motion was made by Commissioner Slavik seconded by Commissioner Droste, and the Consent agenda was approved as follows:

6. County Administration - Approval of Minutes

- 6.1** Resolution No: 24-231
Approval of Minutes of Meeting Held on April 23, 2024

Motion: Mike Slavik

Second: William Droste

Ayes: 7

7. County Board/County Administration

- 7.1** Resolution No: 24-232
Authorization To Amend 2024 Budget Workshop Dates For 2025 Budget Discussion And Amend 2024 Committee Of The Whole Meeting Schedule

Motion: Mike Slavik

Second: William Droste

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby amends the 2024 County Board budget workshop dates to discuss the 2025 budget as follows:

- August 13, 2024, Budget Workshop, Conference Room 3A, Administration Center, Hastings, MN
- Previously scheduled Physical Development and Community Services November budget discussion items will be placed on the scheduled Physical Development Committee of the Whole and Community Services Committee of the Whole meeting agendas on August 20, 2024, Conference Room 3A, Administration Center, Hastings, MN
- August 27, 2024, Budget Workshop, Conference Room 3A, Administration Center, Hastings, MN

; and

BE IT FURTHER RESOLVED, That the following Committee of the Whole meetings be amended and scheduled as follows:

- May 14, 2024 General Government and Policy Committee of the Whole (GGP) time be changed to 9:00 a.m., followed by the Physical Development Committee of the Whole meeting starting at 9:30 a.m. (or following GGP)
- Cancellation of June 11, 2024 General Government and Policy Committee of the Whole meeting
- Schedule June 11, 2024 Work Session at 10:30 a.m., Conference Room 3A, Administration Center, Hastings, MN

Ayes: 7

8. Enterprise Finance and Information Services**8.1** Resolution No: 24-233

Authorization To Execute Contract With Qualtrics LLC For Renewal Of Survey Software

Motion: Mike Slavik

Second: William Droste

WHEREAS, Dakota County is currently contracted with Qualtrics LLC for County-wide survey software; and

WHEREAS, the current contract with Qualtrics LLC expires as of June 30, 2024 and needs renewal; and

WHEREAS, the proposed renewal begins on May 17, 2024, and goes through May 16, 2025; and

WHEREAS, the contract automatically renews annually with a 5 percent cost increase, unless there is a 90-day notice provided or a revision in services received; and

WHEREAS, Qualtrics LLC will provide a credit of \$4,410 to Dakota County's 2024 payment for a change in contract renewal dates from July 1 to May 17; and

WHEREAS, the total three-year renewal cost is up to \$117,590 and accounts for unanticipated survey interaction overages; and

WHEREAS, the County will be invoiced on an annual basis.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Enterprise Finance and Information Services Director to contract with Qualtrics LLC for the CoreXM5; XM for Strategy + Research software for up to three years starting May 17, 2024 through May 16, 2027 at a total not to exceed \$117,590, subject to approval by the County Attorney's Office as to form.

Ayes: 7

8.2 Resolution No: 24-234

Authorization To Execute Contract For Business Analyst Services

Motion: Mike Slavik

Second: William Droste

WHEREAS, professional services are required to ensure the continuation of projects freeing up Information Technology staff to work on the Sheriff's Records Management Replacement Project; and

WHEREAS, Dakota County Information Technology will contract with a business analyst consultant to assist staff in ensuring that projects are properly scoped, and all business requirements are well documented; and

WHEREAS, ITR Group, Inc. has the means to provide the required business analyst services that best meets the County's needs; and

WHEREAS, the Information Technology and Sheriff's Departments have the budget available in 2024 to fund the professional services contract from May 13, 2024 to December 31, 2024, totaling \$122,400.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Enterprise Finance and Information Services Director to execute a contract with ITR Group, Inc. in the amount not to exceed \$122,400 for business analyst services, subject to approval by the County Attorney's Office as to form.

Ayes: 7

9. Physical Development

9.1 Resolution No: 24-235

Approval Of Final Plats Recommended By Plat Commission

Motion: Mike Slavik

Second: William Droste

WHEREAS, new subdivisions adjoining County highways are reviewed under the Dakota County Contiguous Plat Ordinance No. 108; and

WHEREAS, the Plat Commission examines plats prior to County Board approval; and

WHEREAS, the Plat Commission has reviewed and recommends approval of the final plats by the County Board; and

WHEREAS, the final plat approval by the County Board is subject to the conditions established by the Plat Commission review; and

WHEREAS, the following plats below require approval by their respective City Council prior to the recording of the plats.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the following final plats:

PRESTWICK PLACE 26TH ADDITION	Rosemount
AUTHENTIX LAKEVILLE SECOND ADDITION	Lakeville

Ayes: 7

9.2 Resolution No: 24-236

Authorization To Execute Joint Powers Agreement With Vermillion Township For Bituminous Resurfacing On Doffing Avenue, County Project 98-49

Motion: Mike Slavik

Second: William Droste

WHEREAS, Dakota County is the lead agency for pavement preservation

projects and anticipates its 2024 projects to begin in May 2024; and

WHEREAS, Vermillion Township desires to resurface Doffing Avenue and has requested that its project be included with the County's project; and

WHEREAS, the County has identified this project as County Project (CP) 98-49, with a total estimated cost of \$108,000, which includes \$100,000 for construction and \$8,000 for engineering, construction administration, and inspection; and

WHEREAS, Vermillion Township will reimburse the County for all costs associated with CP 98-49; and

WHEREAS, a joint powers agreement with Vermillion Township for CP 98-49 is necessary to define project responsibilities and reimbursement terms.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a joint powers agreement with Vermillion Township for the reimbursement of actual construction, engineering, and construction administration costs for the resurfacing of Doffing Avenue (County Project 98-49), subject to approval by the County Attorney's Office as to form.

Ayes: 7

9.3 Resolution No: 24-237

Appointment To Lower Minnesota River Watershed District Board Of Managers

Motion: Mike Slavik

Second: William Droste

WHEREAS, the Lower Minnesota River Watershed District (LMRWD) is located just south of the Twin Cities along the Minnesota River and includes portions of the communities of Mendota Heights, Mendota, Lilydale, Eagan, and Burnsville; and

WHEREAS, the term for Dakota County representative on the LMRWD Board of Managers expired; and

WHEREAS, the LMRWD and Dakota County collaborated in the recruitment of candidates for appointment; and

WHEREAS, the incumbent candidate wishes to be reappointed and was determined eligible; and

WHEREAS, staff discussed the appointment with the applicant; and

WHEREAS, Theresa Kuplic applied to Dakota County for potential reappointment as the Dakota County Member of the Board of Managers for the LMRWD; and

WHEREAS, Theresa Kuplic meets the eligibility requirements set forth in Minn. Stat. § 103D.311; and

WHEREAS, staff recommends Theresa Kuplic be reappointed to the Board of Managers for the LMRWD.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby reappoints Theresa Kuplic to the Lower Minnesota River Watershed District Board of Managers for a term which expires February 28, 2027.

Ayes: 7

10. Public Safety

10.1 Resolution No: 24-238

Proclamation Of Correctional Officers And Police Officers Weeks In Dakota County

Motion: Liz Workman

Second: Mary Hamann-Roland

This item was pulled from the Consent Agenda. Commissioners expressed thanks and appreciation for all Correctional Officers and Police Officers.

WHEREAS, under Minn. Stat. § 387.03 and 387.11, the Sheriff shall keep and preserve the peace of the county, pursue and apprehend all felons, execute all processes, writs, precepts, and orders issued or made by lawful authority; and

WHEREAS, the Sheriff shall have the charge and custody of the county jail and receive and keep safely all persons lawfully committed thereto; and

WHEREAS, the week of May 5-11, 2024 is nationally recognized as Correctional Officers Week; and

WHEREAS, the week of May 12- 18, 2024 is nationally recognized as Police Officers Week and May 15th as Peace Officers Memorial Day.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaims May 5-11, 2024 as Correctional Officers Week and May 12-18, 2024 as Police Officers Week in Dakota County.

Ayes: 7

11. Public Services and Revenue

11.1 Resolution No: 24-239

Approval Of Chair To Special Board Of Equalization

Motion: Mike Slavik

Second: William Droste

WHEREAS, the Dakota County Board of Commissioners appoints the Chair for the Special County Board of Appeal and Equalization; and

WHEREAS, the Dakota County Special County Board of Appeal and Equalization voted in 2023 to reappoint Patricia Zuzek as Chair for 2024.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby appoints Patricia Zuzek as Chair of the Special County Board of Appeal and Equalization for 2024.

Ayes: 7

11.2 Resolution No: 24-240
Acceptance Of Gifts To Dakota County Library

Motion: Mike Slavik

Second: William Droste

WHEREAS, pursuant to Policy 1570 Gift Acceptance and adopted Donation Plan (Resolution No. 24-101, February 27, 2024), the Dakota County Board of Commissioners delegated to the County Manager or their designee, the Dakota County Library Advisory Committee, the authority to accept gifts of personal property up to \$1,500 in value for public library purposes; and

WHEREAS, the Dakota County Board of Commissioners must approve and accept gifts to County libraries with a value greater than \$1,500; and Friends of Wescott Library donated \$3,839.00 for book display units in the teen area and Friends of Heritage Library donated \$2,500.00 for Summer Discovery books; and Friends of Hastings Library donated \$1,841.00 for Summer Discovery and an author talk; and

WHEREAS, these donations will greatly enrich the capacity of Dakota County Library to offer valuable materials and programs to customers; and

WHEREAS, the Dakota County Library Advisory Committee supports acceptance of these gifts.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby accepts \$3,839.00 from Friends of Wescott Library for book display units in the teen area and \$2,500.00 from Heritage Friends for Summer Discovery books; and \$1,841.00 for Summer Discovery and an author talk; and

BE IT FURTHER RESOLVED, That the adopted 2024 budget be amended as follows:

Revenue

Wescott Gifts	\$3,839
Heritage Gifts	\$2,500
Hastings Gifts	<u>\$1,841</u>
Total Revenue	\$8,180

Expense

Wescott Gifts	\$3,839
Heritage Gifts	\$2,500
Hastings Gifts	<u>\$1,841</u>
Total Expense	\$8,180

Ayes: 7

REGULAR AGENDA

12. Community Services

12.1 Resolution No: 24-241

Proclamation Of National Nurses Week In Dakota County May 6-12, 2024

Motion: Laurie Halverson

Second: Mary Hamann-Roland

Public Health Director Coral Ripplinger, Public Health Deputy Directors Gina Pistulka and Erin Carder, and Community Living Services Operations Manager briefed this item and responded to questions.

WHEREAS, pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. ch. 145A, and is required to govern and administer those functions as fully as other Dakota County functions, including the responsibility to prevent disease and to promote and protect the public health and safety of Dakota County residents; and

WHEREAS, every year from May 6-12, nurses are recognized for their service and dedication to caring for and improving the health of others nationwide through National Nurses Week; and

WHEREAS, Nurses Week celebrates and honors the unwavering commitment nurses make to their patients/clients, their communities, and our healthcare system; and

WHEREAS, this year's theme, "Nurses Make the Difference", honors the incredible nurses who embody the spirit of compassion and care in every healthcare setting; and

WHEREAS, nurses play a vital role in the health and well-being of Dakota County residents at an individual and community level as they work to assess, develop and deliver appropriate plans of care, monitor conditions and respond to emergencies, educate, collaborate and advocate for policy to improve health for all; and

WHEREAS, Dakota County employs over 60 nurses who work across the Community Services Division in a variety of programs and units including Administration, Community Living Services, Disease Prevention and Control, Emergency Preparedness, Family Health, Parent Support Outreach, and School Health; and

WHEREAS, Dakota County nurses make a difference as their work helps to keep our community healthy, safe and thriving.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaims May 1-6, 2024, as National Nurses Week in Dakota County, honoring and recognizing nurses for their service and dedication to caring for and improving the health of our Dakota County residents.

Ayes: 7

13. Closed Executive Session

13.1 Resolution No: 24-242

Approval Of Legal Strategy And Authority For Acquisition Of Right-Of-Way For County Project 32-65

Motion: Mike Slavik

Second: William Droste

This item did not go into closed session.

WHEREAS, to provide a safe and efficient transportation system, Dakota County (County) is partnering with the City of Inver Grove Heights to proceed with County Project (CP) 32-65 (Project); and

WHEREAS, the County is the lead agency for the Project; and

WHEREAS, by Resolution No. 24-111, the County Board of Commissioners authorized the acquisition of certain properties identified in the resolution and initiation of quick-take eminent domain pursuant to Minn. Stat. §117.042, if necessary, to construct the Project; and

WHEREAS, the County offered the affected landowners compensation based on the County's approved appraised value for the parcels; and

WHEREAS, certain landowners have not responded or are seeking additional compensation for loss or damages related to the acquisitions; and

WHEREAS, on May 1, 2024, the Dakota County Attorney's Office provided a confidential memorandum to the Dakota County Board of Commissioners explaining the legal strategy for accomplishing Dakota County's acquisition of the property rights identified by Dakota County Right-of-Way Map No. 516 as Parcels 2, 3, 4, 5, 6, 10, 11, and 12.

WHEREAS, after review of the information contained in the confidential memorandum the County Board determined a closed session discussion with the County Attorney's Office was not required prior to providing settlement direction.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Attorney's Office to proceed with the legal strategy for the acquisition of Parcels 2, 3, 4, 5, 6, 10, 11, and 12 as set forth in the confidential memorandum provided to the Board.

Ayes: 7

13.2 Resolution No: 24-243

Closed Executive Session: Discuss Labor Negotiations Strategy

Motion: Mary Hamann-Roland

Second: Mike Slavik

The time being 9:40 a.m. and pursuant to public notice, the County Board recessed the County Board meeting to attend the General Government and Policy Committee of the Whole, following that meeting the County Board met in Conference Room 3A, Administration Center, to discuss collective bargaining strategy.

The following were present:

Commissioner Mike Slavik, District 1

Commissioner Joe Atkins, District 2

Commissioner Laurie Halverson, District 3

Commissioner William Droste, District 4

Commissioner Liz Workman, District 5

Commissioner Mary Liz Holberg, District 6

Commissioner Mary Hamann-Roland, District 7

Matt Smith, County Manager

Tom Donely, First Assistant County Attorney

Kathy Keena, County Attorney

Andy Benish, Employee Relations Director

Jeni Reynolds, Clerk to the Board

Tom Novak, Public Services and Revenue Director

Paul Sikorski, Financial Services Director

The Closed Executive Session continued until 12:31 p.m., at which time the Board reconvened the County Board meeting with all members present.

WHEREAS, upon adoption of a resolution by majority vote, the Dakota County Board is authorized, pursuant to Minn. Stat. § 13D.03, to hold a closed executive session to discuss labor negotiations strategy; and

WHEREAS, the Dakota County Board of Commissioners desires to meet to discuss labor negotiations strategy.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby closes the County Board meeting on May 7, 2024, and recesses to Conference Room 3A, Administration Center, Hastings in order to discuss labor negotiations strategy.

Ayes: 7

14. Interagency Reports/Commissioner Updates

Interagency reports and Commissioner updates were presented.

15. County Manager's Report

County Manager Matt Smith provided the following comments:

- May 9, 2024 is the Mississippi River Cleanup Challenge
- Property Taxes (First half) are due May 15, 2024
- May 11, 2024 is the 1st Annual Sheriff Open House

16. Information

16.1 Information

See Attachment for future Board meetings and other activities.

17. Adjournment

**17.1 Resolution No: 24-244
Adjournment**

Motion: Mary Hamann-Roland

Second: Mike Slavik

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Slavik, the meeting was adjourned at 12:32 p.m.

Ayes: 7

Joe Atkins
Chair

ATTEST

Matt Smith
County Manager