



Dakota County

Board of Commissioners

Minutes

Tuesday, May 21, 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.

Commissioner Halverson arrived to the meeting at 9:04 a.m.

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. No comments were received for this agenda.

4. Agenda

4.1 Resolution No: 24-245 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: William Droste

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

CONSENT AGENDA

Item 6.10 - Authorization To Adopt Annual Work Plan For Board Appointed Opioid Response

Advisory Committee 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 Hamann-Roland, and the Consent agenda was approved as follows:

5. County Administration - Approval of Minutes

5.1 Resolution No: 24-246

Approval of Minutes of Meeting Held on May 7, 2024

Motion: Mike Slavik

Second: Mary Hamann-Roland

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6. Items Recommended By Board Committee*

6.1 Resolution No: 24-247

Authorization To Amend 2024 Byllesby Dam Capital Improvement Program To Utilize 2024 Environmental Legacy Fund And Authorization to Execute Second Contract Amendment With The Boldt Company For Construction Manager/General Contractor Services For Phase II Of Byllesby Dam Water-To-Wire Development Project

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, by Resolution No. 15-532 (October 20, 2015), the Dakota County Board of Commissioners authorized staff to execute a contract for preliminary design tasks on a turbine upgrade project to replace the existing century-old equipment in the dam; and

WHEREAS, to complete this project, County staff developed a team including an engineering consultant to provide project design, a turbine manufacturer to provide turbine and generation equipment in a complete package (e.g., water-to-wire equipment), and a general contractor for installation of the equipment and modification to the powerhouse structure; and

WHEREAS, due to the complexities in the design, construction, and installation of the water-to-wire facilities, including new turbines and generators to maximize the electric power output of the dam in the future, staff concluded that the standard low bid methodology of awarding the construction contract was not appropriate and was unlikely to provide the best value to the County; and

WHEREAS, by Resolution No. 18-538 (October 23, 2018), in accordance with the authority granted in Minn. Stat. 130G.535, the County Board approved utilizing a special type of contractor relationship that provides both construction management and general contractor services on the project and allows staff to develop and solicit a request for qualification for services; and

WHEREAS, by Resolution No. 19-773 (October 29, 2019), the Dakota County Board of Commissioners authorized the execution of a contract with The Boldt Company to perform Construction Manager/General Contractor Services related to the redevelopment of the site for the project; and

WHEREAS, by Resolution No. 21-368 (July 20, 2021), the County Board authorized the execution of a contract with The Boldt Company to perform Construction Manager/General Contractor Services for Phase II of the development project; and

WHEREAS, by Resolution No 22-286 (July 19, 2022), the County Board authorized the first amendment to the contract, bringing the total contract value to a not-to-exceed amount of \$22,652,875.42; and

WHEREAS, the current amendment in the amount of \$3,682,626.59 is necessary to cover costs associated with dam safety, electrical and mechanical supporting components, and high voltage interconnection work associated with selling power on the open market to increase dam revenues and reduce the project payback period; and

WHEREAS, staff recommends execution of a second contract amendment with The Boldt Company bringing the total contract amount to \$26,335,502.01.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a second contract amendment with The Boldt Company to provide Construction Manager/General Contractor services for Phase II of the Byllesby Dam Water-To-Wire Redevelopment Project in the amount not to exceed \$26,335,502.01, subject to the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby amend the 2024 Byllesby Dam Capital Improvement Program Budget as follows:

Revenue

Environmental Legacy Fund	<u>\$1,550,500</u>
Total Revenue	\$1,550,500

Expense

Byllesby Dam Upgrade BD00008	<u>\$1,550,500</u>
Total Expense	\$1,550,500

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.2 Resolution No: 24-248

Approval Of Revision To Policy 4020 Property/Facility Use And Security

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the Parks, Facilities, and Fleet Management Department periodically reviews and recommends revisions to policies and procedures in order to maintain and enhance the effective and responsive provision of facilities in the County; and

WHEREAS, staff recommends revisions to Policy 4020 Property/Facility Use & Security to align with Dakota County Ordinance Number 107 Park Ordinance language related to camping and occupancy.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the proposed revisions to Policy 4020 Property/Facility Use & Security.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.3 Resolution No: 24-249

Authorization To Execute Professional Services Contract With Kodet Architectural Group, Ltd. For Western Service Center Second Floor Redevelopment

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the 2024-2028 Facilities Capital Improvement Program (CIP) Adopted Budget includes two projects located at the Western Service Center (WSC) second floor: Social Services Kitchenette Accessibility Improvements and Social Services Visitation Rooms Expansion and Renovation; and

WHEREAS, the Western Service Center second floor is a prime candidate to undergo an office pilot project to realize efficiencies and improve staff workspaces that better align with hybrid work schedules; and

WHEREAS, staff proposes to combine the scope of the two approved CIP projects with a reimagined office pilot project to include renovation of staff office, open office and support spaces, and creation of a common breakroom or kitchenette amenity to be accessible by all building staff; and

WHEREAS, this combined work scope includes professional design services; and

WHEREAS, a Request for Proposals was prepared and issued directly to eight design consultants on March 26, 2024; and

WHEREAS, seven proposals were received on April 16, 2024; and

WHEREAS, following evaluation of the proposals, staff reached a unanimous decision to recommend Kodet Architectural Group, Ltd. as the consultant firm to provide the specified design services for this project; and

WHEREAS, Kodet Architectural Group, Ltd. has submitted a total fee proposal of \$159,050 for design services; and

WHEREAS, staff recommends combining three approved project budgets into one new project budget to accomplish the identified work scope; and

WHEREAS, the new combined project budget will provide sufficient funding for this design contract.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks, Facilities, and Fleet Management Director to execute a professional services contract with Kodet Architectural Group, Ltd., 15 Groveland Terrace, Minneapolis, MN 55403 to provide design services for the Western Service Center Second Floor Redevelopment, in an amount not to exceed \$159,050, subject to approval by the County Attorney's Office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.4 Resolution No: 24-250

Authorization To Execute Contract Amendment With Mid-America Business Systems And Equipment, Inc. For Kaposia Library Project

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the 2024 Capital Improvement Program (CIP) Adopted Budget as amended for the Kaposia Library project is a total of \$11,435,828.16; and

WHEREAS, by Resolution No. 23-129 (March 28, 2023), the County Board approved the original contract in the sum of \$103,942.27 with an award to Mid-America Business Systems And Equipment, Inc.; and

WHEREAS, with the original contract authorization, staff was also authorized to execute up to ten percent (\$10,394.23) worth of post-award changes; and

WHEREAS, \$13,893.31 worth of post-award changes are requested for authorization to complete a final contract amendment to the contract with Mid-America Business Systems And Equipment, Inc.; and

WHEREAS, these project cost increases to the construction contract will be paid for with uncommitted funds available within the CIP budget for this project; and

WHEREAS, sufficient funds within the CIP budget for the project (1001295) are available for this amendment.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks, Facilities, and Fleet Management Director to execute an amendment with Mid-America Business Systems And Equipment, Inc., 2500 Broadway Street NE, #100, Lauderdale, MN 55413, in an amount not to exceed \$13,893.31 for a total maximum contract total not to exceed \$117,835.58, subject to approval by the County Attorney's office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.5 Resolution No: 24-251

Authorization To Award Bid And Execute Contract With Ebert Inc. For Law Enforcement Center Locker Room Expansion Project And Amend 2024 Buildings Capital Improvement Program Budget

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the 2023 Building Capital Improvement Program (CIP) Adopted Budget authorized the Law Enforcement Center Locker Room Expansion project; and

WHEREAS, bid document and specifications were prepared by County staff and Wold Architects & Engineers; and

WHEREAS, six competitive bids were received on May 2, 2024; and

WHEREAS, Ebert Inc. has submitted the low bid of \$373,300; and

WHEREAS, staff has reviewed the qualifications of the bidder and recommends award to Ebert Inc. as the lowest responsive and responsible bidder in an amount not to exceed \$373,300 for the Law Enforcement Center Locker Room Expansion project; and

WHEREAS, funding for the project is within the 2023 Building CIP Adopted Budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks, Facilities, and Fleet Management Director to execute a contract for the Law Enforcement Center Locker Room Expansion project to Ebert Inc. 23350 County Road 10, PO Box 97, Loretto, MN

55357, in an amount not to exceed \$373,300, subject to approval by the County Attorney's office as to form. form ; and

BE IT FURTHER RESOLVED, That the 2024 Buildings Capital Improvement Program budget is hereby amended as follows:

Expense

Prior Project Savings (1001646)	(\$30,000)
Law Enforcement Center Locker Room Expansion (2000022)	<u>\$30,000</u>
Total Expense	\$0

Revenue

Prior Project Savings (1001646)	(\$30,000)
Law Enforcement Center Locker Room Expansion (2000022)	<u>\$30,000</u>
Total Revenue	\$0

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.6 Resolution No: 24-252

Authorization To Accept Donation Of Regional Greenway Trail Easement From The Smead Manufacturing Company, LLC In City Of Hastings

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, The Smead Manufacturing Company, LLC, (Smead) quit-claimed and conveyed a permanent pedestrian and bicycle path easement for public use to the City of Hastings (City) on a portion of their property (Property Identification Numbers 19-31900-02-150 and 19-31900-01-17) which was recorded as Document No.1569596 on January 20, 1999; and

WHEREAS, by Resolution No. 19-767 (October 29, 2019), the Dakota County Board of Commissioners approved the Vermillion River Hastings Greenway (Greenway) Master Plan; and

WHEREAS, the Greenway Master Plan identified the existing City pedestrian and bicycle path easement on the Smead property in the City as the preferred regional greenway trail (Trail) location; and

WHEREAS, the existing City trail is in poor condition, and the width and curve radii do not meet County greenway trail standards, requiring slight modifications and reconstruction; and

WHEREAS, by Resolution No. 23-406 (September 12, 2023), the Dakota County Board of Commissioners authorized the reconstruction and improvement of 4.25 miles of the Greenway from the connection with the Mississippi River

Greenway in Levee Park to Pleasant Drive and to enter into a Joint Powers Agreement with the City so that the County and the City may share the actual construction costs for trail improvements and trail reconstruction; and

WHEREAS, the 2024 Parks Capital Improvement Program has adequate fund balance to construct a new section of the Greenway Trail on the Smead property; and

WHEREAS, the City has to vacate its permanent pedestrian and bicycle path easement prior to the County acquiring a new Easement in nearly the same location as the existing City's permanent pedestrian and bicycle path easement; and

WHEREAS, the City is willing to vacate its existing pedestrian and bicycle path easement on the Smead property; and

WHEREAS, Smead is supportive of granting an easement to the County and for the County to construct a new Regional Greenway Trail on its property; and

WHEREAS, the City held a public hearing on the proposed pedestrian and bicycle path easement vacation on May 6, 2024, and the City Council approved vacating its pedestrian and bicycle path easement on the Smead property on May 6, 2024.

NOW, THEREFORE, BE IT RESOLVED, That upon approval of the City of Hastings vacating its existing pedestrian and bicycle path easement on The Smead Manufacturing Company, LLC, property, the Dakota County Board of Commissioners hereby authorizes acceptance of a 0.75-acre Regional Greenway Trail Easement from The Smead Manufacturing Company, LLC, on their property in the City of Hastings for a section of the Vermillion River - Hastings Greenway Trail, approved as to form by the County Attorney's Office.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.7 Resolution No: 24-253

Authorization To Award Bid And Execute Construction Contract With Bituminous Roadways Inc. For County State Aid Highway 32 County Projects 32-110 Bituminous Mill And Overlay And 32-92 Traffic Signal Replacement And Amend 2024 Transportation Capital Improvement Program Budget For County Project 32-110

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, to provide a safe and efficient transportation system, Dakota County (County) is partnering with the Cities of Burnsville and Eagan on County Projects (CP) 32-110 and 32-92; and

WHEREAS, the County is the lead agency for the Project, with construction scheduled for summer 2024; and

WHEREAS, CP 32-92 includes a traffic signal replacement at the intersection of County State Aid Highway (CSAH) 32 (Cliff Road) and Slater Road in the City of Eagan; and

WHEREAS, the purpose and need for the Project is to improve safety, operations, and capacity along the project corridor; and

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

WHEREAS, the 2024 Transportation Capital Improvement Program (CIP) Budget includes \$1,517,524 for CP 32-110 and \$1,232,240 for CP 32-92 for the project construction; and

WHEREAS, the bid from Bituminous Roadways Inc. in the amount of \$3,439,250.55 was the lowest responsive and responsible bid received; and

WHEREAS, Bituminous Roadways Inc. will be eligible for up to \$90,000 in incentives for constructing quality pavements that maximize pavement life as specified in the contract documents; and

WHEREAS, the estimated total construction cost is \$3,529,250.55, including pavement incentives, and testing; and

WHEREAS, the Minnesota Department of Transportation and the Cities concur in the award of a construction contract to Bituminous Roadways Inc. as the lowest responsive and responsible bidder; and

WHEREAS, staff recommends awarding the bid to and authorizing the execution of a contract with Bituminous Roadways Inc. for \$3,529,250.55; and

WHEREAS, staff has reviewed the bid, and the additional cost above the engineer's estimate is largely due to the 10-key bid line items; and

WHEREAS, the low bid from Bituminous Roadways Inc. exceeded both the engineer's estimate and the project budget because of higher-than-expected pavement, concrete walk, and the addition of turn lane improvements likely resulting from inflation; and

WHEREAS, Dakota County currently has a sufficient transportation fund balance for the additional costs of the project; and

WHEREAS, the Transportation CIP Adopted Budgets contains adequate funds to construct CP 32-92; and

WHEREAS, the 2024 Transportation CIP budget for CP 32-110 requires a budget amendment of \$1,743,000 to proceed with construction; and

WHEREAS, the 2024 Transportation CIP budget includes federal funding dedicated for construction in 2024 for CP 32-110; and

WHEREAS, staff recommends awarding the bid to Bituminous Roadways Inc. for CP 32-92 and CP 32-110 and amending the 2024 Transportation CIP budget for CP 32-110.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby awards the bid to and authorizes the Physical Development Director to execute the contract with Bituminous Roadways Inc. for County Projects 32-110 and 32-92 in the amount of \$3,529,250.55 based on their low bid, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2024 Transportation Capital Improvement Program Budget is hereby amended as follows:

Expense

County Project 32-110	<u>\$1,743,000</u>
Total Expense	\$1,743,000

Revenue

Transportation Fund Balance	<u>\$1,743,000</u>
Total Revenue	\$1,743,000

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.8 Resolution No: 24-254

Authorization To Execute Contract With Life Development Resources For Juvenile Service Center And Campus Therapeutic Services

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, Life Development Resources (LDR) has provided mental health services in the South Metro since 1987 and has maintained service agreements with Dakota County since 2013; and

WHEREAS, LDR's mission is to go to the margins until the margins disappear so no one suffers alone; and

WHEREAS, a Request for Proposals was issued on February 15, 2024, and LDR was selected after the evaluation process was completed; and

WHEREAS, LDR will be providing therapeutic services to address the complex mental health needs of youth in the Juvenile Service Center (JSC) and New Chance Program; and

WHEREAS, LDR will provide Dialectical Behavioral Therapy (DBT) services, both individual and group, and ensure that services received by the target population through this contract are delivered in a manner that is supported by research and adapted to a cultural context within the scope of the model; and

WHEREAS, staff is requesting authorization to execute a contract with LDR in a not to exceed amount of \$282,000 beginning July 1, 2024 through June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract for the Juvenile Service Center and campus therapeutic services with Life Development Resources in a not to exceed amount of \$282,000 for the period of July 1, 2024 through June 30, 2026, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract, consistent with the amount budgeted, to alter the contract amount and the contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contract shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.9 Resolution No: 24-255

Ratification Of Grant Application For Minnesota Youth Program And Unified Local Youth Plan, And Authorization To Accept Minnesota Youth Program Funds, Execute Grant Agreement, And Execute Related Contract

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the Federal Workforce Innovation and Opportunity Act (WIOA) of 2014 requires local areas to provide services to low-income, at-risk youth, to promote educational and employment success; and

WHEREAS, this requirement is fulfilled by the Minnesota Department of Employment and Economic Development (DEED) through grants to local

governments for the WIOA Youth Program and Minnesota Youth Program (MYP); and

WHEREAS, the MYP grant is Dakota County specific and funding is based on a DEED formula; and

WHEREAS, a Request for Proposal was issued on November 30, 2020, with one respondent; and

WHEREAS, a committee comprised of Dakota-Scott Workforce Development Board (WDB) Youth Committee members and County staff reviewed the proposal and recommended the current provider under contract with Dakota County, Tree Trust, continue to provide services; and

WHEREAS, a new solicitation for this service will be issued in 2025; and

WHEREAS, by Resolution No. 23-304 (July 18, 2023), the Dakota County Board of Commissioners authorized execution of a contract with Tree Trust to provide MYP services for the period of July 1, 2023 through June 30, 2024, in an amount not to exceed \$297,540.00; and

WHEREAS, on December 7, 2023, Dakota County Workforce Services received official notice of funding levels for the MYP state fiscal year 2025; and

WHEREAS, the funding amount for MYP services will remain at \$352,822; and

WHEREAS, of the full amount allocated, Dakota County will retain \$20,000 for potential projects and ten percent for administrative expenses; and

WHEREAS, on March 15, 2024, the WDB approved the Unified Local Youth Plan and recommended acceptance of funding and execution of a contract with Tree Trust in the amount of \$297,540 for the period of July 1, 2024 through September 30, 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the grant application submitted to the Minnesota Department of Employment and Economic Development for the Unified Local Youth Plan; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant funds in an amount not to exceed \$352,822 for the period of July 1, 2024 through September 30, 2025, and execute the grant agreement with the Minnesota Department of Employment and Economic Assistance, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to execute a contract with Tree Trust to provide Minnesota Youth

Program services for the period of July 1, 2024 through September 30, 2025, in the amount not to exceed \$297,540; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract, consistent with the amount budgeted, to alter the contract amount and the contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contract shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amount(s) due.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.10 Authorization To Adopt Annual Work Plan For Board Appointed Opioid Response Advisory Committee

Motion: Liz Workman

Second: Mary Liz Holberg

This item was pulled from the Consent Agenda. A brief discussion was held on the topic and the Board directed staff to bring this item to the Community Services Committee of the Whole meeting on June 11, 2024. No action was taken on this Resolution. The action taken was to table it to the June 11, 2024 meeting.

WHEREAS, the Dakota County Opioid Response Committee (ORAC) was established as a Board appointed committee in October 2023; and

WHEREAS, the Dakota County ORAC supports the development of a comprehensive and effective countywide response to the opioid crisis; and

WHEREAS, the Dakota County ORAC provides recommendations to the County Board on the use of Opioid Settlement Funds for external projects and initiatives; and

WHEREAS, Dakota County policy 1015 requires that Board appointed committees must consult at least annually with the County Board Committees of the Whole to seek direction on the topics on which they will advise the County Board (annual work plan) to ensure that the committee's work complements the County mission and goals; and

WHEREAS, Dakota County policy 1015 requires periodic committee reports be scheduled on the appropriate County Board committee or board meeting

agendas; and

WHEREAS, in 2023, Public Health surveyed community members and partners on opioid response strategies to address the current crisis; and

WHEREAS, the Dakota County ORAC has developed a one-year work plan that complements the County mission and goals and focuses on ORAC's mission of advising the County Board on the use of community designated opioid settlement funds; and

WHEREAS, upon Board approval of the 2024 work plan, ORAC will work towards accomplishing its goals as outlined in the work plan and keep the Board informed of its progress.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the adoption of the 2024 annual work plan for the Dakota County Opioid Response Advisory Committee.

Ayes: 7

6.11 Resolution No: 24-256

Authorization To Execute Joint Powers Agreements With School Districts And Charter Schools To Expend Opioid Settlement Funds And Amend 2024 Non-Departmental Budget

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, on July 1, 2023, two legislative changes went into effect mandating public and charter schools to have two doses of nasal naloxone available on-site under Minn. Stat. §121A.224 and §151.37 Subd. 12; and

WHEREAS, on October 3, 2023, Dakota County held a board workshop to discuss next steps related to the county's opioid response; and

WHEREAS, in that meeting the Public Health Department requested the consideration of a combined total up to \$80,000 for schools with buildings in the county to apply for funding to support eligible activities in accordance with the Amended Minnesota Opioids State-Subdivision Memorandum of Agreement (MOA), including, but not limited to, storage for mandated nasal naloxone, training, and support for community education and outreach; and

WHEREAS, funding was offered to all school districts and charter schools with school buildings in Dakota County; and

WHEREAS, in accordance with the MOA, the process for drawing from special revenue funds is as follows:

1. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of

time.

2. The budget or resolution must (i) indicate that it is an authorization for expenditures of opioid settlement funds; (ii) state the specific strategy or strategies the county or city intends to fund, using the item letter and/or number in Exhibit A to identify each funded strategy, if applicable; and (iii) state the amount dedicated to each strategy for a stated period of time .

; and

WHEREAS, staff requests authorization to allocate up to \$80,000 of opioid settlement funds from the 2024 Non-Departmental Budget for reimbursement of eligible activities in accordance with the MOA; and

WHEREAS, staff requests an expenditure up to \$500 per school building located in Dakota County; and

WHEREAS, staff requests authorization to enter into joint powers agreements (JPA) with the listed Independent School Districts (ISD) and Special School District that have submitted their proposed strategies for terms effective upon execution of each JPA through July 1, 2025, for eligible activities in accordance with the MOA:

ISD 192 (Farmington)

- **Proposed Strategy:** Naloxone storage/emergency kit
- **MOA Exhibit A Strategies:** Items G.9 and G.10, and H.1
- **Not to Exceed Dollar Amount:** \$5,000

ISD 194 (Lakeville)

- **Proposed Strategy:**
 - Replenishment of expired Narcan
 - Expansion of site availability within the district
 - Narcan storage boxes
 - Resources for staff, students and parents: pamphlets, newsletter info for parents, training opportunities
- **MOA Exhibit A Strategies:** Items G.8, G.9, G.10, H.1, H.3, H.6, H.7
- **Not to Exceed Dollar Amount:** \$11,500

ISD 199 (Inver Grove Heights)

- **Proposed Strategy:**
 - 1.) Opioid Awareness Activities (15%)**
 - Secondary: Fentanyl Awareness campaign for students and staff.
 - Health Curriculum supplements re: opioids and prescription drugs
 - Elementary: Fentanyl Awareness campaign for staff (including Spartan Kids Care and Early Learning)
 - 2.) Opioid Response Training (75%)**
 - Secondary: Train a core group of teachers and administrators

in recognition and response for opioid emergencies.

- Elementary/PreK: Train administrators, counselors and nursing staff in recognition and response for opioid emergencies.

3.) Equipment for training (10%)

- Naloxone training devices
- **MOA Exhibit A Strategies:** Items G.8, G.9, G.10, H.1, H.3, H.4, H.6, H.7
- **Not to Exceed Dollar Amount:** \$4,000

ISD 197 (West St. Paul-Mendota Heights-Eagan)

- **Proposed Strategy:**
 - 1.) PREVENT MISUSE OF OPIOIDS - Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:
 - *Support DARE-Drug Abuse Resistance Education, a drug abuse prevention education program intended to give children skills to resist peer pressure to use tobacco, drugs, and alcohol for grades 5 and 6.*
 - *Support "Character Strong" - a Research-backed curricula and training that increase students' belonging, well-being, and engagement for grades K-4.*
 - *Support a Districtwide communication campaign.*
 - 2.) CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)
 - *Provide Chemical Health Counseling by a Licensed Alcohol and Drug Counselor at the middle and high school levels for students with chemical use violations or upon request.*
- **MOA Exhibit A Strategies:** Items G.1, G.8, G.11, C.12
- **Not to Exceed Dollar Amount:** \$9,500

Special School District 6 (South St. Paul Public Schools)

- **Proposed Strategy:** Purchase naloxone
- **MOA Exhibit A Strategies:** Item H.1
- **Not to Exceed Dollar Amount:** \$5,000

ISD 196 (Rosemount-Apple Valley-Eagan)

- **Proposed Strategy:** Purchase a comprehensive emergency case (wall unit) to hold AED, naloxone and Stop the Bleed kit (and future emergency supplies) in each building in the District.
- **MOA Exhibit A Strategies:** Items H.1 and H.4
- **Not to Exceed Dollar Amount:** \$23,500

; and

WHEREAS, as the remainder of the school districts and charter schools with a school building in Dakota County provide their proposed strategies, staff will

return to request authorization to execute JPAs with those districts and charter schools.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an allocation of up to \$80,000 of opioid settlement funds from the 2024 Non-Departmental Budget for reimbursement to school districts and charter schools with a building in Dakota County for eligible activities in accordance with the MOA; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to enter into joint powers agreements (JPA) with the listed Independent School Districts (ISD) and Special School District, for the expenditure of up to \$500 per school building to support the listed eligible activities in accordance with the Amended Minnesota Opioids State-Subdivision Memorandum of Agreement (MOA) funded through the Opioid Settlement Funds, with terms beginning upon date of execution of each JPA through July 1, 2025, with total not to exceed amounts as follows, subject to approval by the County Attorney's Office as to form:

ISD 192 (Farmington)

- **MOA Exhibit A Strategies:** Items G.9 and G.10, and H.1
- **Not to Exceed Dollar Amount:** \$5,000

ISD 194 (Lakeville)

- **MOA Exhibit A Strategies:** Items G.8, G.9, G.10, H.1, H.3, H.6, H.7
- **Not to Exceed Dollar Amount:** \$11,500

ISD 199 (Inver Grove Heights)

- **MOA Exhibit A Strategies:** Items G.8, G.9, G.10, H.1, H.3, H.4, H.6, H.7
- **Not to Exceed Dollar Amount:** \$4,000

ISD 197 (West St. Paul-Mendota Heights-Eagan)

- **MOA Exhibit A Strategies:** Items G.1, G.8, G.11, C.12
- **Not to Exceed Dollar Amount:** \$9,500

Special District 6 (South St. Paul Public Schools)

- **MOA Exhibit A Strategies:** Item H.1
- **Not to Exceed Dollar Amount:** \$5,000

ISD 196 (Rosemount-Apple Valley-Eagan)

- **MOA Exhibit A Strategies:** Items H.1 and H.4
- **Not to Exceed Dollar Amount:** \$23,500

; and

BE IT FURTHER RESOLVED, That the 2024 Non-Departmental budget is hereby amended as follows:

Expense

Opioid Settlement-Allocation	(\$80,000)
Opioid Program-Schools	<u>\$80,000</u>
Total Expense	\$0

Revenue

Opioid Settlement-Allocation	(\$80,000)
Opioid Settlement-Program	<u>\$80,000</u>
Total Revenue	\$0

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.12 Resolution No: 24-257
Proclamation Of May As Mental Health Month

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, May is National Mental Health Month; and

WHEREAS, according to the National Alliance on Mental Illness:

- One in five United States (U.S.) adults experience mental illness
- One in twenty U.S. adults experience serious mental illness
- 17 percent of youth, ages 6-17 years, experience a mental health disorder
- 50 percent of all lifetime mental illness begins by age 14, and 75 percent by age 24

; and

WHEREAS, mental health is an important determinant of overall health and well-being for individuals; and

WHEREAS, the COVID-19 pandemic, along with compounding community trauma, continues to have a significant impact on adult and child mental health, particularly for people with pre-existing mental illness and Substance Use Disorder (SUD), and for communities of color; and

WHEREAS, many residents are struggling with the long-term impacts of illness, loss of loved ones, social isolation, job loss, changes in routines, racism or other forms of discrimination, and community trauma, resulting in many who are

experiencing unprecedented levels of fear, anxiety, and stress; and

WHEREAS, Dakota County has maintained a focus on connecting people to community mental health and SUD services, promoting mental health messaging and initiatives, addressing service needs and gaps through community partnerships, training, and engaging the perspective and voice of people with lived experience; and

WHEREAS, this includes providing community members with practical tools they can use to improve their mental health and increase resiliency; and

WHEREAS, prevention is an effective strategy to reduce the impact of mental health conditions and, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, Dakota County has a network of mental health services and initiatives that provide mental health support and promote mental health awareness and education; and

WHEREAS, Dakota County staff, in partnership with other organizations, are committed to building public awareness and addressing stigma as important steps in supporting people to access treatment and support; and

WHEREAS, promoting mental health and awareness of resources and support is especially important given the impacts of the pandemic and community trauma on mental health and well-being; and

WHEREAS, staff recommends the Dakota County Board of Commissioners proclaim May as Mental Health Month in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaims May 2024 as Mental Health Month in Dakota County and supports efforts to promote mental health awareness, training, education, and access to information, services, and supports to serve the mental health needs of the citizens of Dakota County.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.13 Resolution No: 24-258

Authorization To Accept Local Homeless Prevention Aid Appropriation From Minnesota Department Of Revenue And Execute Contract Amendments For Prevention Activities

Motion: Mike Slavik

Second: Mary Liz Holberg

WHEREAS, Local Homeless Prevention Aid (LHPA) was a new funding source that began in July 2023, with the purpose of helping local governments ensure no child is homeless by keeping families from losing housing and helping those experiencing homelessness find housing; and

WHEREAS, funding, which is designated for five years, is distributed to counties, annually, as an allocation from the Minnesota Department of Revenue (MDR), with the first allocation on July 20, 2023, in which Dakota County received up to \$886,265; and

WHEREAS, after a community planning process to identify priorities, which included individuals from the Affordable Housing Coalition, the Prevention workgroup, school district staff, and school liaisons who work with homeless youth, the following services were identified to be included in Dakota County's plan for LHPA: 1) Provide services and flexible financial assistance to connect families with the social services necessary to maintain the families' stability in their homes with annual funding designated at \$504,837 and 2) Outreach and case management services in schools in Dakota County with annual funding designated at \$265,000; and

WHEREAS, a Request for Proposal (RFP) for subcontractors was issued on February 7, 2023, in combination with an RFP for Family Homeless Prevention and Assistance Program as required by county procurement policies; and

WHEREAS, four responses were received for LHPA of which two agencies, 360 Communities and The Link, were selected to provide services under LHPA; and

WHEREAS, by Resolution No. 23-279 (June 20, 2023), the Dakota County Board of Commissioners authorized the Community Services Director to accept the LHPA funds in the amount up to \$886,265 from MDR and execute contracts with The Link and 360 Communities for LHPA services, for a combined total not to exceed \$769,837; and

WHEREAS, by Resolution No. 24-163 (March 26, 2024), the Dakota County Board of Commissioners authorized the Community Services Director to accept additional LHPA funds in the amount of \$144,163 from MDR and execute a contract amendment with 360 Communities to add \$144,163 for a new not to exceed contract amount of \$649,000 for the term, upon execution through June 30, 2025; and

WHEREAS, staff learned that MDR is issuing additional allocations, sharing statewide allocations by county.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept additional Local Homeless Prevention Aid funds in the amount up to \$1,500,000

from the Minnesota Department of Revenue for the period of July 1, 2024 through June 30, 2025, and accept annual allocations for the remaining three years of the appropriation period through June 30, 2028; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to amend contracts with 360 Communities and The Link for a combined total not to exceed \$1,500,000 for the period July 1, 2024 through June 30, 2025, and amend the contracts for a combined total not to exceed the annual allocation of Local Homeless Prevention Aid funds for the appropriation period of July 1, 2025 through June 30, 2028; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contracts, consistent with the amount budgeted, to alter the contracts amount and the contracts term up to one year after extended amendment date, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contracts shall contain a provision that allows the County to immediately terminate the contracts in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.14 Resolution No: 24-259

Authorization To Submit Application For Minnesota Department Of Human Services Grant For Development Of Family Resource Center/One-Stop Shop, Accept Grant Funds, Execute Grant Agreement, And Amend 2024 Social Services Budget

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, county staff and community partners have been exploring the potential to develop Family Resource Centers/One-Stop Shops in Dakota County; and

WHEREAS, these centers would offer a range of services and supports to meet children's and families' needs in community settings, with the goal of promoting family well-being and preventing involvement in child protection and other crisis services; and

WHEREAS, by Resolution No. 24-212 (April 23, 2024), the Dakota County Board of Commissioners authorized submission of a grant application to the Sauer Family Foundation for an implementation grant to support the county and community partners in implementing Family Resource Centers in Dakota

County; and

WHEREAS, the Minnesota Department of Human Services (DHS) recently posted a request for proposals for grants to fund Community Resource Centers and Kinship Navigator Programs, models that are closely aligned with the Dakota County One Stop Shop concept; and

WHEREAS, this DHS grant opportunity will allow the county to apply for elements not funded by the Sauer grant and to ensure there are have multiple funding sources supporting this work; and

WHEREAS, the DHS grant funding is for up to three years with potential expansion to five years; and

WHEREAS, the grant application due date is May 31, 2024; and

WHEREAS, staff recommends authorization to submit an application to DHS for the Development of Family Resource Center/One-Stop Shop in the amount up to \$1,092,000 for the period of August 1, 2024 through June 30, 2027, accept grant funds, execute the grant agreement and amend the 2024 Social Services Budget; and

WHEREAS, the county plans to serve as the fiscal agent of this grant and community partners will lead the implementation of Family Resource Centers/One-Stop Shops in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to submit a grant proposal to the Minnesota Department of Human Services (DHS) for the development of the Family Resource Center/One-Stop Shop; and

BE IT FURTHER RESOLVED, That, if awarded the grant, the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant funds in an amount not to exceed \$1,092,000 and execute the grant agreement for the period of August 1, 2024 through June 30, 2027, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Director is hereby authorized to amend the grant to extend the grant term up to two years after initial expiration date, accept additional grant funds, and continue grant-funded full-time equivalents, consistent with County contracting policies, and inclusion of grant funds in future yearly Recommended and Approved Budgets, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, The 2024 Social Services Budget is hereby amended as follows:

Expense

Program Expense \$1,092,000

Total Expense **\$1,092,000**

Revenue

DHS Grant Funds \$1,092,000

Total Revenue **\$1,092,000**

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

6.15 Resolution No: 24-260

Authorization To Execute Contract With Alia For Consultation Services

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, Alia is a Minnesota-based national nonprofit founded in 2015 on a mission for every child to experience an uninterrupted sense of belonging; and

WHEREAS, through short- and long-term engagements, Alia guides and supports courageous leaders on the forefront of equitable systems change in child welfare and adjacent systems; and

WHEREAS, Alia carefully gathers existing and promising new approaches to keep families safely together; and

WHEREAS, Alia will be providing consultation services for Workforce Resilience and Belonging implementation and a six-month community engagement process; and

WHEREAS, our current child protection system in Minnesota has caused racial disparities due to identified systemic racism; and

WHEREAS, children of color in Minnesota are five times more likely to be placed in out-of-home placement than white children; and

WHEREAS, Alia has proven outcomes by eliminating racial disparities in child protection and has reduced out-of-home placement costs by seventy percent; and

WHEREAS, Alia has transformed multiple child protection systems and reduced or eliminated these racial disparities in several states including Wisconsin and California as well as Ramsey County in Minnesota; and

WHEREAS, staff is requesting authorization to execute a contract with Alia in an amount not to exceed \$298,000 from the date of contract execution through December 31, 2026; and

WHEREAS, Budget Incentive Program (BIP) funds have been approved for \$298,000 to fund the contract with Alia; and

WHEREAS, with a track record of exceptional outcomes, Alia was selected as a sole source based on being the only organization that addresses reducing racial disparities in out of home placement by engaging communities of color in Dakota County and through employee training with a focus on employee wellbeing.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract for consultation services with Alia in an amount not to exceed \$298,000 for the period from the date of contract execution through December 31, 2026, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract, consistent with the amount budgeted, to alter the contract amount and the contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contract shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

7. County Board/County Administration

7.1 Resolution No: 24-261 Appointment To Disability Advisory Council

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, by Resolution No. 24-038 (January 23, 2024) the Dakota County Board of Commissioners authorized the formation of a County Board appointed Disability Advisory Council; and

WHEREAS, the Disability Advisory Council offers individuals, parents, families, businesses, and community service providers the opportunity to make a difference in how disability access and services are provided in their community;

and

WHEREAS, the council is a group of stakeholders who actively develop and work for a community that welcomes and integrates people with disabilities into all aspects of living, working, and thriving in Dakota County.

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby appoints the following individuals to the Disability Advisory Council to fill two-year terms ending June 30, 2025:

Lived Experience	Valentina Barnes
Lived Experience	Linda Bailey
Lived Experience	Aidan Kilgannon
Lived Experience	Amy Hunting
Lived Experience	Sumukha Terakanambi
Lived Experience	Heidi Myhre
Lived Experience	Michael Cashman
Lived Experience	Lucianna Wolfstone
Lived Experience	David Shaw
Family Member	Lisa Surdinha
Family Member	Roberta
Armbruster-Murray	
Family Member	Eva Johnson
Family Member	Stephanie Thomas
Family Member	Alison Niemi
Service Provider - Thomas Allen	Susan Pagnac
Service Provider - DARTS	Ann Bailey
Service Provider - Vocational Rehabilitation Services	Jodi Yanda
Service Provider - Breaking Barriers	Mike Welsh
Service Provider - Lifetime Resources	Toby Hearn
Service Provider - Residential Transitions, Inc	Michael Dahl
Business/Faith Community - Dar-Us-Salam	Bilan Arab
Education Representative - District 196	Andrea Engstrom
Housing Representative - Community Development Agency	Sheila Hawthorne

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

7.2 Resolution No: 24-262
Scheduling Of County Board Work Session For Post-Session Legislative
Delegation Update

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the Minnesota Legislature convened its 2024 session on February 12, 2024, and is to adjourn on May 20, 2024; and

WHEREAS, the interests of Dakota County and its residents have been directly affected by the decisions of the 2024 Legislature.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of

Commissioners hereby schedules a County Board work session on June 5, 2024, at 8:00 a.m., at the SMART Center, 9260 Courthouse Blvd., Inver Grove Heights, to discuss the outcomes of the State legislative session.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

8. Community Services

8.1 Resolution No: 24-263

Proclamation Of Emergency Medical Services Week In Dakota County May 19-25, 2024

Motion: Mike Slavik

Second: Mary Hamann-Roland

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 the Local Public Health Act (Minn. Stat. Ch. 145A) and has responsibility to prevent disease and disability and to promote and protect the health and safety of county citizens; and

WHEREAS, by Resolution No. 03-218 (April 22, 2003), the County Board established the Emergency Medical Services (EMS) Advisory Council's membership, structure, and advisory role to the Dakota County Public Health Director; and

WHEREAS, the mission of the Dakota County EMS Advisory Council is to assure prompt, quality and coordinated EMS to the citizens of Dakota County by providing high-quality care through training, community awareness, system improvement, and assuring best practices; and

WHEREAS, EMS Council members include representatives from hospitals, ambulance providers, police, fire, medical directors, County emergency response staff, Dakota 911 and others including Allina, Health East, Burnsville, Hastings, North Air Care, South Metro Fire, Cannon Falls and Northfield EMS ambulance providers; and

WHEREAS, the EMS Advisory Council works collaboratively with the Public Health Department to enhance EMS services to Dakota County residents.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaims May 19-25, 2024, as Emergency Medical Services Week in Dakota County by recognizing the value of emergency medical service providers in Dakota County.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

9. Enterprise Finance and Information Services

9.1 Resolution No: 24-264

Authorization To Amend Contract With SplashBI For Database Replication

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, County IT has contracted with SplashBI for database replication and reporting supporting the County's cloud-based Enterprise Resource Planning (ERP) and Human Capital Management (HCM) system, Oracle Cloud ERP/HCM; and

WHEREAS, upon contract renewal with SplashBI, County IT is moving the replicated database from the cloud to the Dakota County data center; and

WHEREAS, County IT requested a change to the on-premise database solution due to a technical requirement found during implementation keeping one server hosted in the cloud under continued support by SplashBI; and

WHEREAS, the hosting services and support will cost an additional \$20,000 to the current one-year agreement.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Enterprise Finance and Information Services Director to amend the contract with Splash BI Enterprise Business Reporting & Analytics software to revise the architecture of the database replication, in the amount of \$20,000, subject to approval by the County Attorney's Office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

9.2 Report On Invoices Paid In April 2024

Information only; no action requested.

10. Physical Development

10.1 Resolution No: 24-265

Ratification Of Quarterly Entitlement And Special Funding Requests To U.S. Department Of Housing And Urban Development

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the Dakota County Community Development Agency (CDA) administers the entitlement of Community Development Block Grant (CDBG) program, HOME Investment Partnerships (HOME) program, and Emergency Solutions Grant (ESG) program for Dakota County, as well as special allocations of the CDBG and ESG programs for activities that prevent, prepare for, and respond to the coronavirus, and a special allocation of HOME American Rescue Plan Act funds; and

WHEREAS, funds expended from previously approved projects for Fiscal Years 2019-2023 of the CDBG, HOME, and ESG programs and special allocations must be ratified by the Dakota County Board of Commissioners; and

WHEREAS, the CDBG entitlement and special allocation expenses during the timeframe of January 1, 2024-March 31, 2024, totaled \$667,952.31; and

WHEREAS, the HOME entitlement and special allocation expenses during the timeframe of January 1, 2024-March 31, 2024, totaled \$283,733.64; and

WHEREAS, the ESG entitlement and special allocations expenses during the timeframe of January 1, 2024-March 31, 2024, totaled \$9,575.08; and

WHEREAS, the CDA has paid the requests for payment associated with the CDBG, HOME, and ESG programs.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the requisitions to the U.S. Department of Housing and Urban Development for \$961,261.03 for January 1, 2024-March 31, 2024, as presented.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.2 Resolution No: 24-266

Authorization To Accept 2024 Consolidated Appropriations Act, 2024 Funding, And Amend 2024 Capital Improvement Project Budgets

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the United States Congress appropriated funds through the Consolidated Appropriations Act, 2024; and

WHEREAS, the Dakota County Board of Commissioners authorized staff to submit a resolution requesting federal funding for priority capital projects; and

WHEREAS, the Consolidated Appropriations Act, 2024, authorized \$1,850,000

in federal funding for the following Dakota County projects:

- Veterans Memorial Greenway \$1,000,000
- Mississippi River Greenway \$ 850,000

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute grant agreements and to accept \$1,850,000 in federal funding for costs associated with the 2024 Capital Improvement Program budget subject to approval by the Dakota County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2024 Parks Capital Improvement Program is hereby amended as follows:

Revenue

Federal-Veterans Memorial Greenway	\$ 1,000,000
Federal-Mississippi River Greenway	\$ 850,000
Environmental Legacy Fund - Veterans Memorial Greenway	\$(1,000,000)
Environmental Legacy Fund - Mississippi River Greenway	\$ (360,000)
Park Fund Balance - Mississippi River Greenway	<u>\$ (490,000)</u>
Total Revenue	\$0

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.3 Resolution No: 24-267

Approval Of Dakota County Fiscal Year 2024 Action Plan For Community Development Block Grant, HOME Investment Partnerships, And Emergency Solutions Programs

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, Dakota County is an Entitlement County for funds through the Community Development Block Grant (CDBG) Program and Emergency Solutions Grant (ESG) Program and a Participating Jurisdiction for the HOME Investment Partnerships (HOME) Program; and

WHEREAS, Dakota County's Participating Jurisdiction status under the HOME Program pertains to a multi-jurisdiction consortium created in 1992 that includes Anoka, Washington, and suburban Ramsey Counties and the City of Woodbury (HOME Consortium); and

WHEREAS, Dakota County is designated as the “Lead Agency” for the HOME Consortium, responsible for certain administrative and reporting functions of the HOME Program; and

WHEREAS, the Dakota County Community Development Agency (CDA)

administers the CDBG, ESG, and HOME programs on behalf of Dakota County, thereby requiring agreements between the U.S. Department of Housing and Urban Development (HUD) and Dakota County for the CDBG, ESG, and HOME funds and between Dakota County and the Dakota County CDA for CDBG, ESG, and HOME program administration; and

WHEREAS, HUD further requires the development and submission of the Fiscal Year (FY) 2024 One-Year Action Plan that proposes the allocation of the annual CDBG, HOME, and ESG funds to local governments and housing providers in the County; and

WHEREAS, CDA staff has worked with participating communities and agencies to identify CDBG, HOME, and ESG activities for FY 2024; and

WHEREAS, the proposed activities for HUD funds meet the housing and community development priorities identified in the approved 2020 - 2024 Five-Year Consolidated Plan; and

WHEREAS, the Dakota County FY 2024 CDBG allocation is \$1,873,895 with \$400,000 of anticipated program income; the Dakota County FY 2024 HOME allocation is \$895,788, including program income (Consortium total of \$2,684,849); and the Dakota County FY 2024 ESG allocation is \$172,422; and

WHEREAS, CDA staff recommends allocating FY 2024 CDBG funds to 24 eligible activities for cities and townships, four Countywide activities, and two grant administration activities as follows: affordable housing rehab (64%), public services (15%), neighborhood revitalization (8%), planning (1%), and grant administration (12%); and

WHEREAS, CDA staff recommends allocating FY 2024 HOME funds to three eligible activities as follows: affordable rental housing (73%); Community Housing Development Organization activities (13%), and grant administration (14%); and

WHEREAS, CDA staff recommends allocating FY 2024 ESG funds to five eligible activities as follows: emergency shelter operations (57%), rapid re-housing activities (30%), homelessness prevention activities (3.5%), Homeless Management Information System (2%), and grant administration (7.5%); and

WHEREAS, HUD requires a public notice be published and a public hearing be held to receive comments and inform the public on the Dakota County FY 2024 Annual Action Plan; and

WHEREAS, public notice of a minimum 30-day public comment period was published in the *Dakota County Tribune* and the *Star Tribune* on March 8, 2024, and a public hearing notice was published in the *Star Tribune* on April 9, 2024, and posted on the websites of the participating cities, the Dakota County CDA

website at www.dakotacda.org <<http://www.dakotacda.org>>, and the Dakota County website at www.co.dakota.mn.us <<http://www.co.dakota.mn.us>>; and

WHEREAS, the Dakota County Board of Commissioners conducted a public hearing on April 23, 2024, to receive comments on the FY 2023 Action Plan, and no comments were received at the hearing nor were comments submitted to the CDA.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners approves the Dakota County Fiscal Year 2024 Annual Action Plan for submission to the Department of Housing and Urban Development, and hereby approves the 2024 Residential Anti-Displacement and Relocation Assistance Plan, and the 2024 Citizen Participation Plan; and

BE IT FURTHER RESOLVED, That the County Board Chair is hereby authorized to sign the application to the Department of Housing and Urban Development for Fiscal Year 2024 Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Programs and the Local Government and Specific Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Certifications; and

BE IT FURTHER RESOLVED, That the County Board Chair is hereby authorized to execute Fiscal Year 2024 Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant agreements with the Department of Housing and Urban Development for the acceptance of Community Development Block Grant funds totaling \$1,873,895, HOME Investment Partnership funds totaling \$2,684,849 for the Consortium with \$895,788 distributed to Dakota County, including program income, and Emergency Solutions Grant funds totaling \$172,422, and a subrecipient agreement with the Dakota County CDA for the administration of the Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Programs, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Community Development Agency Director of Community and Economic Development is hereby designated as the certifying officer for environmental reviews for the Community Development Block Grant, HOME Investment Partnerships, Emergency Solutions Grant, and Capital Fund Programs.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

- 10.4** Resolution No: 24-268
Approval Of Final Plat Recommended By Plat Commission

Motion: Mike Slavik

Second: Mary Hamann-Roland

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:

KENYON GREEN	Lakeville
ROSEWOOD CENTER SECOND ADDITION	Rosemount
ROSEWOOD COMMONS THIRD ADDITION	Rosemount

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.5 Resolution No: 24-269

Authorization To Approve Letter Of Support To City Of West St. Paul For Safe Streets And Roads For All Grant Application

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the U.S. Department of Transportation is requesting project submittals for the Safe Streets and Roads for All (SS4A); and

WHEREAS, the SS4A grant program is providing \$1.256 billion nationwide to communities to address systematic safety issues; and

WHEREAS, the City of West St. Paul's application to the SS4A grant program proposes to create a Comprehensive Safety Action Plan for local roadways within the City of West St. Paul; and

WHEREAS, federal funding of projects reduces the burden on local taxpayers for regional improvements; and

WHEREAS, application submittals were due on May 16, 2024.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Board Chair to submit a letter of support to the City of West St. Paul for their application to the Safe Streets and Roads for All grant program.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.6 Resolution No: 24-270

Authorization To Execute Consultant Contract With Erickson Engineering Company, LLC For Bridge Design Services In Vermillion Township, County Project 85-23

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, to provide a safe and efficient transportation system, Dakota County evaluated the need for rehabilitating Bridge 19512 and Bridge 19504 with County Projects 31-107 and 85-23; and

WHEREAS, Bridge 19512 is located on County State Aid Highway (CSAH) 31 over the Vermillion River in the City of Farmington; and

WHEREAS, Bridge 19504 is located on County State Aid Highway (CSAH) 85 over the Vermillion River in Vermillion Township; and

WHEREAS, Erickson Engineering Company, LLC was selected originally to complete engineering consulting services to address bridge rehabilitation needs for the two bridge projects due to their strong technical expertise and experience working with the Minnesota Department of Transportation (MnDOT) bridge office; and

WHEREAS, By Resolution No. 22-448 (October 18, 2022), the County Board authorized a contract with Erickson Engineering Company, LLC for engineering design services to complete bridge inspections and rehabilitation plans for CP 31-107 and CP 85-25; and

WHEREAS, after bridge inspections were completed by Erickson Engineering company, LLC for Bridge 19504 in Vermillion Township it was determined that a full reconstruction of Bridge 19504 is needed to bring the bridge up to current MnDOT state-aid standards and adequately address future bridge needs; and

WHEREAS, County staff worked with Erickson Engineering Company, LLC to rescope the project appropriately and determined that the balance remaining on the original contract of \$113,648 is sufficient to proceed towards completion; and

WHEREAS, the original contract (Contract #C0036013) with Erickson Engineering Company, LLC expired on October 31, 2023, and a new contract is necessary to advance the final design engineering; and

WHEREAS, the 2024-2028 Transportation Capital Improvement Program (CIP) Adopted Budget includes sufficient funding for CP 85-23; and

WHEREAS, County staff recommends the execution of a contract with Erickson Engineering Company, LLC to continue bridge design services for Bridge 19504 for CP 85-23.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a contract with Erickson Engineering Company, LLC for bridge design services for County Project 85-23 for \$113,648, subject to approval by the County Attorney's office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.7 Resolution No: 24-271

Authorization To Execute Contract With National Railroad Safety Services, Inc. For Flagging Operations On County State Aid Highway 86 Railroad Bridge, County Project 86-34

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, Dakota County has an existing project to reconstruct County State Aid Highway (CSAH) 86 from Foliage Avenue to Trunk Highway 3, County Project (CP) 86-34; and

WHEREAS, the removal and replacement of the existing railroad bridge is part of the project; and

WHEREAS, Union Pacific Railroad requires authorized flaggers to be on site while any work is being done in the railroad right of way; and

WHEREAS, the County solicited quotes from the two Union Pacific Railroad authorized flagging companies; and

WHEREAS, National Railroad Safety Services, Inc., (NRSS) responded with a quote of \$175,000, and

WHEREAS, staff recommends awarding the contract to NRSS in the amount of \$175,000.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute the contract with National Railroad Safety Services, Inc., for flagging operations during the removal and replacement of the existing railroad bridge on County State Aid Highway 86 in Castle Rock Township.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.8 Resolution No: 24-272

Authorization To Award Construction Contract And To Amend 2024 Transportation Capital Improvement Program Budget For Roundabout At Intersection Of County State Aid Highway 46 And County State Aid Highway 85 In Nininger And Vermillion Townships, County Project 46-057

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 46-057; and

WHEREAS, County Project 46-057 is the construction of a roundabout at the intersection of County State Aid Highway (CSAH) 46 (160th Street East) and CSAH 85 (Goodwin Avenue) in Nininger and Vermillion Townships; and

WHEREAS, Dakota County is the lead agency for CP 46-057; and

WHEREAS, by Resolution No. 23-540 (November 28, 2023) the County Board authorized staff to submit for grant funds to the 2023 Local Road Improvement Program (LRIP) for County Project 46-057 and authorized the Physical Development Director to accept grant funds and execute necessary grant agreement; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) selected County Project 46-057 to receive \$1,500,000 of LRIP grant funds, and a budget amendment is necessary to account for the addition of the grant funds; and

WHEREAS, to allow for CP 46-057 construction to begin on schedule, staff is requesting the County Board authorize the County Manager the authority to award the construction contract to the lowest responsible bidder, consistent with County Policies, provided the award does not require a budget amendment; and

WHEREAS, awarding construction contracts to the lowest responsible bidder is a regular consent action item brought forward to the Board; and

NOW, THEREFORE, BE IT RESOLVED, That the adopted 2024 Transportation Capital Improvement Program Budget is hereby amended as follows:

Revenue

MnDOT - LRIP Funding

\$1,500,000**Total Revenue****\$1,500,000****Expense**

CP 46-57

\$1,500,000**Total Expense****\$1,500,000**

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners delegates authority to the County Manager to award the construction contract for CP 46-057 to the lowest responsible bidder, consistent with County Policies, provided sufficient funds are available for the project.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.9 Resolution No: 24-273

Authorization To Execute Agreement With Minnesota Department Of Transportation For Local Share Of Cultural Resources Investigation For County State Aid Highway 42 In City Of Apple Valley, County Project 42-163

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 42-163; and

WHEREAS, CP 42-163 is the preliminary and final engineering design of improvements to County State Aid Highway 42 in City of Apple Valley from Redwood Drive to 147th St and the vicinity; and

WHEREAS, an environmental review document will be required for the project; and

WHEREAS, the Minnesota Department of Transportation Cultural Resources Unit (MnDOT CRU) has given notice that cultural resources investigations, including archaeological and architecture/history considerations, will be needed for identification efforts and assessment of impacts and completion of the environmental documentation for the proposed project; and

WHEREAS, following the federal contracting process, MnDOT CRU sent requests for bids for the cultural resource investigations to pre-qualified firms and independently determined that SWCA Environmental Consultants provided the most responsive proposal and was therefore selected as the contractor by

MnDOT under MnDOT Contract No. 1055413 for a total fee of \$76,252.03, and

WHEREAS, the local share of the subject total budget is 20 percent; and

WHEREAS, MnDOT requires a Dakota County Board Resolution to authorize the execution of an agreement for the local share.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute an agreement with the Minnesota Department of Transportation to provide the local share of the proposed budget for cultural resource investigations for County Project 42-163 in amount not to exceed \$15,250.41, subject to approval by the County Attorney's Office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.10 Resolution No: 24-274

Authorization To Award And Execute Contract With Park Construction Company For Signal Reconstruction At County State Aid Highway 31 (Pilot Knob Road) And County State Aid Highway 32 (Cliff Road) In City Of Eagan, County Project 31-79

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, to promote a safe and efficient transportation system, Dakota County and the City of Eagan are partnering on County Project (CP) 31-79; and

WHEREAS, the project will occur at County State Aid Highway (CSAH) 31 (Pilot Knob Road) and CSAH 32; and

WHEREAS, CP 31-79 will replace the aging signal system, lengthen critical left-turn lanes, and install new median, Americans with Disabilities Act (ADA) compliant ramps, lighting, curb and gutter, sidewalks/trails, and storm sewer at the intersection of CSAH 31 and CSAH 32; and

WHEREAS, the County is the lead agency for CP 31-79, with construction anticipated to begin in summer 2024; and

WHEREAS, the 2024 Transportation Capital Improvement Program (CIP) adopted budget contains \$1,107,698 for CP 31-79; and

WHEREAS, the project was advertised, and four bids were received and tabulated on Tuesday, May 7th, 2024; and

WHEREAS, the bid from Park Construction Company in the amount of \$1,017,478.84 was the lowest responsible bid received; and

WHEREAS, staff recommends awarding the bid to Park Construction Company.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby awards the bid to and authorizes the Physical Development Director to execute the contract with Park Construction Company for County Project 31-79, in the amount of \$1,017,478.84 based on their low bid, subject to approval by the County Attorney's Office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.11 Resolution No: 24-275

Authorization To Execute 2024 Lease Agreement For Agricultural Use Of County Property

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, Dakota County has historically leased portions of unimproved County-owned parkland for interim agricultural purposes until it can be converted to its highest and best use according to approved master plans; and

WHEREAS, by Resolution No. 12-526 (October 23, 2012), the County Board directed staff to use a competitive sealed-bid process for leasing County-owned property for agricultural use; and

WHEREAS, the resolution authorized one-year lease terms for the initial leases and a sealed-bid leasing process, and subsequent leases may have terms of up to three years; and

WHEREAS, the resolution further directed that if the County receives no bids or receives unacceptable bids, staff was to negotiate with current tenants or others to develop one-year agricultural-use leases for those sites without an acceptable bid; and

WHEREAS, all successful bids and negotiated agricultural-use leases must be presented to the County Board for review and consideration; and

WHEREAS, on April 3, 2024, two bids were received for leasing County-owned property for agricultural use; and

WHEREAS, staff recommends executing a contract with the high bidder in the amount of \$4,119.20 for the 2024 growing season.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute an agricultural lease agreement with the following individual for the use of

specified County land at the rates, durations, and terms described, subject to approval by the County Attorney's Office, as to form: Paul Werner, for a lease on no more than 27.1 acres of cropland near the Empire Composting Facility (Site 6) at a rate of \$152.00 per acre for a total amount of \$4,119.20 from April 1, 2024, through December 31, 2024.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.12 Resolution No: 24-276

Authorization to Ratify Contract With Ultimate One Transportation, Inc. Doing Business As Street Fleet Courier And Logistics, For Interoffice And Library Mail Delivery Services

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, Dakota County uses a contracted delivery service to move interoffice mail, library books, and related materials between locations; and

WHEREAS, this delivery service model has worked well for the past eight years; and

WHEREAS, the most recent contract extension ended on December 31, 2023; and

WHEREAS, due to financial system limitations, the previously County Board-authorized contract extension for 2024 was not executed; and

WHEREAS, for this reason, this requested action is to ratify a new contract for 2024 with all the previous terms, had this simply been the planned extension; and

WHEREAS, the request for bid(s) was publicly advertised on October 1, 2021; and

WHEREAS, bids were received and tabulated on October 15, 2021; and

WHEREAS, the current vendor has submitted the lowest responsive and responsible bid using their current service and staffing model; and

WHEREAS, the 2024 rates reflect a three percent increase over the current 2023 rates; and

WHEREAS, staff recommends that the County Board ratify a contract to Ultimate One Transportation, Inc. doing business as Street Fleet Courier and Logistics, for interoffice and library mail delivery services in an amount not to exceed \$101,172.

NOW, THEREFORE, BE IT RESOLVED, That the County Board hereby authorizes the Parks, Facilities, and Fleet Management Director to ratify a contract with Ultimate One Transportation, Inc. doing business as Street Fleet Courier and Logistics, PO Box 130081, Roseville, Minnesota 55113, for library and interoffice mail delivery services in an amount not to exceed \$101,172, from January 1, 2024, through December 31, 2024, subject to approval by the County Attorney's Office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.13 Resolution No: 24-277

Authorization To Execute Sublease Agreement Amendment No. 2 Between Dakota County And State Of Minnesota Department Of Administration For Office Space Located In Burnsville Workforce Center

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the Dakota County Board of Commissioners must approve all leases; and

WHEREAS, the State of Minnesota Department of Administration, acting for the benefit of the Department of Employment and Economic Development (DEED) has entered into a lease with 2800 Holding LLC for office space in Burnsville, MN; and

WHEREAS, the Dakota County Department of Employment and Economic Assistance entered into a sublease with DEED to use approximately 1,292 square feet of space to provide employment related services from June 1, 2013, through May 31, 2018; and

WHEREAS, the Dakota County Department of Employment and Economic Assistance entered into a sublease agreement amendment with DEED to use approximately 1,292 square feet of space to provide employment-related services for the period from June 1, 2018, through May 31, 2023; and

WHEREAS, when that term ended, the current landlord and DEED were working toward future space considerations; and

WHEREAS, DEED and County staff negotiated a space reduction that took two steps to implement; and

WHEREAS, combined, these brought the sublease terms to December 31, 2023; and

WHEREAS, discussions are ongoing with DEED and the landlord for what the

rates and spaces will be for 2024; and

WHEREAS, Facilities Management, along with Employment and Economic Assistance staff and the State of Minnesota Department of Administration, acting for the benefit of DEED, have agreed to the seven-month sublease agreement amendment terms for the space; and

WHEREAS, the rental rates for the first two months match the previous sublease amendment and include a space reduction from 1,293 to 1,218 square feet; and

WHEREAS, the rental rates for the remaining five months were negotiated between DEED and the landlord and include a space reduction from 1,218 to 708 square feet; and

WHEREAS, the County Board finds that the lease is consistent with the County's interest in providing employment-related services.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks, Facilities, and Fleet Director to execute a sublease agreement amendment with the State of Minnesota Department of Administration, acting for the benefit of the Department of Employment and Economic Development, according to the following rental rates, subject to approval by the County Attorney's Office as to form:

June 1, 2023, through July 31, 2023 \$2,058.42 per month
August 1, 2023, through December 31, 2023 \$1,200.65 per month

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

10.14 Resolution No: 24-278

Approval Of Contract Amendment For UrbanWorks Architecture LLC For Lebanon Hills Maintenance Facility Professional Services

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, staff was authorized to enter into a contract with UrbanWorks Architecture LLC for the completion of the Lebanon Hills Maintenance Facility schematic design; and

WHEREAS, UrbanWorks Architecture LLC submitted a fee proposal of \$893,150 for the full design and construction administration of the new facility; and

WHEREAS, the current contract with UrbanWorks Architecture LLC includes

one additional service and fees through and including bidding at \$707,075; and

WHEREAS, construction administration, close-out, and an additional services request are needed to complete the work, which brings the total contract value to \$950,000; and

WHEREAS, the County had originally contracted with UrbanWorks Architecture LLC only through bidding due to available funding in the 2023 Buildings Capital Improvement Program Budget; and

WHEREAS, the 2024 Buildings Capital Improvement Program Budget has sufficient funding for this design contract.

NOW, THEREFORE, BE IT RESOLVED, That the County Board authorizes the Parks, Facilities, and Fleet Management Director to execute a contract amendment to the professional services contract with UrbanWorks Architecture LLC 901 North 3rd Street, Ste 145, Minneapolis, MN 55401, to increase professional design fees for the Lebanon Hills Maintenance Facility for a contract amount not to exceed \$950,000, subject to approval by the County Attorney's Office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

11. Public Services and Revenue

11.1 Resolution No: 24-279

Authorization For Library To Execute Contract With WT Cox For Provision Of Library Periodical Services

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, two qualified vendors responded to the solicitation and were reviewed and rated by library staff based on factors related to vendor ability to meet specification outlined in the Request for Proposals document including volume discounts, estimated costs based on 2023 expenditures, product availability, customer service and costs for processing/cataloging services; and

WHEREAS, WT Cox is recommended as the primary vendor for print periodicals based on the scoring factors listed above; and

WHEREAS, the projected total cost of the proposed contract with WT Cox is not to exceed \$250,000 for the period of January 1, 2025 to December 31, 2027; and

WHEREAS, sufficient funding is included in the library materials budget to cover

the cost of the contract.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Library Director to execute a contract with WT Cox in an amount not to exceed \$250,000 to serve as the library's primary print vendor from the period of January 1, 2025 to December 31, 2027, subject to the approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contracts shall contain a provision that allows the County to immediately terminate the contracts in the event sufficient funds from county, state or federal sources are not appropriated at a level sufficient to allow payment of the amounts due.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

11.2 Resolution No: 24-280

Authorization To Award Bid And Execute Contract For Printing And Mailing Of Election Ballots

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, the County is required to purchase and appropriate a number of ballots for use during upcoming elections; and

WHEREAS, the number of ballots needed is estimated based on the number of registered voters and past voter turnout; and

WHEREAS, the actual size of the ballot that will be printed is based on the number of candidates and questions; and

WHEREAS, the current mailed ballot assembly process is an inefficient, manual process and an automated ballot assembly process will reduce errors and improve efficiency; and

WHEREAS, nearly all absentee ballots now originate from Dakota County as a result of the 2024 joint powers agreement with the cities, towns, and school districts in the County for absentee ballot services, and

WHEREAS, the volume of absentee ballots has also grown nationally in the wake of the COVID pandemic and legislation expanding mail balloting and establishing a permanent absentee program; and

WHEREAS, staff published a Request for Proposals on April 1, 2024 and five proposals were received by the deadline of April 15, 2024; and

WHEREAS, respondents were required to submit sample ballots that were

tested by Elections staff to determine that the ballots meet statutory and electronic tabulation requirements; and

WHEREAS, SeaChange's comprehensive cost of a mailed ballot packet was the lowest among all bidders and their test ballots meet statutory and electronic tabulation requirements; and

WHEREAS, SeaChange produces over 75 percent of the absentee and election day supplies used in the State of Minnesota and currently prints ballots for 54 counties in the State and also mails ballots for a subset of those customers; and

WHEREAS, the estimated cost, which assumes contingencies for large format ballots and high voter turnout, for the 2024 Primary Election is \$173,000 of which \$23,000 is postage fees, and for the 2024 General Election is \$362,000, of which \$82,700 is estimated for postage fees; and

WHEREAS, staff recommends a contract with SeaChange for an amount not to exceed \$535,000; and

WHEREAS, funding for this contract is included in the 2024 Elections Department budget for election support, printing, and postage; and

WHEREAS, the 2024 joint powers agreement for absentee balloting services includes a cost-share with cities and towns and revenue will be collected from these partners for their share of absentee balloting costs.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby awards the bid and authorizes the Public Services and Revenue Division Director, or their designee, to execute a contract for ballot printing and mailing for an amount not to exceed \$535,000 with SeaChange, subject to approval by the County Attorney's Office as to form.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

11.3 Resolution No: 24-281

Approval Of Application For Assemblage Of Large Number Of People License For Farmington Enhancement Group

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, an application has been submitted by Farmington Enhancement Group to hold the Dew Days Car Cruise and Parade line up at the Dakota County Fairgrounds in Castle Rock Township; and

WHEREAS, the Dakota County Board of Commissioners is the local governing body having jurisdiction over the proposed license, and the application has been

reviewed for compliance with County Ordinance No. 112 and has been approved by the Public Services and Revenue Division, Public Health Department, Risk Management, Transportation Department and Sheriff's Office; and

WHEREAS, the licensee has agreed to comply with the requirements of Ordinance No. 112, including the noise requirements; and

WHEREAS, Castle Rock Township has reviewed the application for this event and approves this to be brought before the Dakota County Board of Commissioners for approval.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the application for Assemblage of Large Numbers of People License received by Farmington Enhancement Group to hold Parade line up on Saturday, June 23, 2024, between the hours of noon and 2:30 p.m. at the Dakota County Fairgrounds and authorizes the Public Service and Revenue Division to issue the license.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

11.4 Resolution No: 24-282

Approval Of Application For Assemblage Of Large Numbers Of People License For Little Log House Properties

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, an application has been submitted by Little Log House Properties to hold their annual antique power show at the Little Log House in Marshan Township; and

WHEREAS, the Dakota County Board of Commissioners is the local governing body having jurisdiction over the proposed license, and the application has been reviewed for compliance with the County Ordinance No. 112 and has been approved by the Public Services and Revenue Division, Public Health Department, Risk Management Department, Transportation Department and Sheriff's Office; and

WHEREAS, Marshan Township approved the application on May 14, 2024.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the application for Assemblage of Large Numbers of People License received by Little Log House Properties to hold their annual antique power show on July 26-28, 2024, from 8:00 a.m. to 5:00 p.m. each day, and authorizes the Public Services and Revenue division to issue the

license.

Ayes: 6

Mike Slavik, Joe Atkins, William Droste, Liz Workman, Mary Liz Holberg, and Mary Hamann-Roland

Excused: 1

Laurie Halverson

REGULAR AGENDA

12. County Board/County Administration

12.1 Resolution No: 24-283

Recognition Of County Manager Matt Smith

Motion: Mary Hamann-Roland

Second: William Droste

Chair Atkins presented a resolution recognizing Matt Smith for his 17 years of service to Dakota County. Matt made comments in response to the Board's recognition.

WHEREAS, Matt Smith joined Dakota County as Financial Services Director in 2008, building upon years of public service, including as Finance Director for the City of Saint Paul and Revenue Commissioner for the State of Minnesota; and

WHEREAS, Matt was appointed to the position of County Manager in 2016 and oversees a team of 2,150 employees in 25 County facilities, including three major service centers and several satellite locations, serving the county's 447,000 residents; and

WHEREAS, as County Manager, Matt was responsible for all of the county's work - from protecting public health to protecting the environment, maintaining roads to maintaining property and vital records, providing premier parks and libraries, and working closely with the county sheriff and county attorney to support public safety and justice systems; and

WHEREAS, by working closely with the Dakota County Board of Commissioners, Matt oversaw the County's COVID-19 response and the allocation of pandemic relief funds; and

WHEREAS, during Matt's tenure, the County has maintained high financial ratings, earned State and National recognition for its services, improved mental health crisis programs, enhanced parks and libraries, and responded to a growing demand for services in the State's third-largest county; and

WHEREAS, as Matt retires, Dakota County is financially strong with a dedicated and highly skilled workforce and plans and strategies to ensure that the County continues to thrive as a premier place to live and work; and

WHEREAS, Matt's 17 years of dedicated service will continue to benefit the

residents of Dakota County long beyond his tenure.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners formally acknowledges and pays tribute to Matt Smith for his exemplary leadership and service to Dakota County.

Ayes: 7

12.2 Resolution No: 24-284

Selection Of Finalists For County Manager Executive Recruitment

Motion: Mary Hamann-Roland

Second: William Droste

The Board recessed at 9:48 a.m. to hold the Regional Railroad Authority meeting and the General Government and Policy Committee of the Whole. The Board reconvened the County Board meeting with all members present at 11:50 a.m.

Following the discussion at the General Government and Policy Committee of the Whole, Employee Relations Director Andy Benish briefed this item and responded to questions.

WHEREAS, the Dakota County Board has received notice from the current County Manager of his planned retirement on May 23, 2024; and

WHEREAS, David Drown and Associates (DDA) was selected to conduct the executive search process for a new County Manager; and

WHEREAS, the County Manager position was posted from March 27 to April 24, 2024, during which time a total of 52 applications were received; and

WHEREAS, 17 semifinalists were identified by DDA based on how their experience matched with the minimum qualifications of the position as well as the information, desired attributes, and goals gathered posted in the position profile; and

WHEREAS, two of these semi-finalists withdrew themselves from consideration; and,

WHEREAS, the 15 semi-finalists were presented to the Dakota County Board for consideration.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby selects the following semi-finalists to proceed as finalists to interview with the County Board of Commissioners for the pending Dakota County Manager vacancy:

Applicant No. 2

Applicant No. 7

Applicant No. 8

Applicant No. 13

Applicant No. 14

Ayes: 7

12.3 Resolution No: 24-285
Appointment Of Interim County Manager

Motion: Mary Liz Holberg

Second: Mike Slavik

Following discussion at the General Government and Policy Committee of the Whole, the Board voted on the Interim County Manager.

WHEREAS, the Dakota County Board has received notice from the current County Manager of his planned retirement on May 23, 2024; and

WHEREAS, David Drown and Associates (DDA) was selected to conduct the executive search process for a new County Manager; and

WHEREAS, based on the search schedule established by DDA, a new County Manager is expected to start approximately July 2024; and

WHEREAS, to ensure continuity of operations between the time the current County Manager departs, and new County Manager starts, the Dakota County Board will discuss and appoint an employee to act as Interim County Manager until such time that the new County Manager starts; and

WHEREAS, according to the County's Unclassified Merit Compensation Plan, unclassified employees designated to perform the duties and responsibilities of a vacant position at a higher classification is entitled to out-of-grade pay; and

WHEREAS, the Employee Relations Director recommends a temporary 5 percent increase while the selected employee is acting in the Interim County Manager role.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby appoints Tom Novak, Public Services and Revenue, as the acting Interim County Manager until the new County Manager starts; and

BE IT FURTHER RESOLVED, That the Interim County Manger shall receive a temporary 5 percent out-of-grade pay increase while acting in the Interim County Manger role.

Ayes: 7

13. Interagency Reports/Commissioner Updates

Interagency reports and Commissioner updates were presented.

14. County Manager's Report

County Manager Matt Smith reminded the Board of the Service Award Celebration being held today at the Dakota Lodge/Thompson County Park to recognize staff for years of service to the County.

15. Information

15.1 Information

See Attachment for future Board meetings and other activities.

16. Adjournment

16.1 Resolution No: 24-286

Adjournment

Motion: Mary Hamann-Roland

Second: Mike Slavik

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Slavik, the meeting was adjourned at 11:53 a.m.

Ayes: 7

Joe Atkins
Chair

ATTEST

Tom Novak
Interim County Manager