



Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, December 13, 2022

10:00 AM

Conference Room 3A, Administration
Center, Hastings,

(or following Regional Railroad)

If you wish to speak to an agenda item or an item not on the agenda, please notify the Clerk to the Board via email at CountyAdmin@co.dakota.mn.us
Emails must be received by 7:30am on the day of the meeting.
Instructions on how to participate will be sent to anyone interested.

1. Call To Order And Roll Call

Note: Any action taken by this Committee of the Whole constitutes a recommendation to the County Board.

2. Audience

Anyone in the audience wishing to address the Committee on an item not on the agenda or an item on the consent agenda may come forward at this time. Comments are limited to five minutes.

3. Approval Of Agenda (Additions/Corrections/Deletions)

3.1 Approval of Agenda (Additions/Corrections/Deletions)

CONSENT AGENDA

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on November 1, 2022, Special Meeting Held on November 15, 2022 and Special Meeting Held on November 29, 2022

5. County Board/County Administration

5.1 *Employee Relations* - Authorization To Amend Contract With McDowell Agency, Inc. For Employee Background Check Services

REGULAR AGENDA

6. County Board/County Administration

6.1 *County Board* - Legislative Update

7. County Manager's Report
8. Adjournment
 - 9.1 Adjournment

For more information, call 651-438-4417
Dakota County Board meeting agendas are available online at
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
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General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1680

Agenda #: 3.1

Meeting Date: 12/13/2022

Approval of Agenda (Additions/Corrections/Deletions)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1681

Agenda #: 4.1

Meeting Date: 12/13/2022

Approval of Minutes of Meeting Held on November 1, 2022, Special Meeting Held on November 15, 2022 and Special Meeting Held on November 29, 2022



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, November 1, 2022

9:30 AM

Conference Room 3A, Administration
Center, Hastings

(or following County Board)

1. Call To Order And Roll Call

Present

Commissioner Joe Atkins
Commissioner Liz Workman
Commissioner Mike Slavik
Commissioner Mary Liz Holberg
Commissioner Mary Hamann-Roland
Commissioner Laurie Halverson
Commissioner Kathleen A. Gaylord

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

The audio recording from this meeting is available upon request.

The meeting was called to order by Chair Holberg at 9:32 a.m.

2. Audience

Chair Holberg noted that all public comments can be sent to CountyAdmin@co.dakota.mn.us. No comments were received for this agenda.

3. Approval Of Agenda (Additions/Corrections/Deletions)

3.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Liz Workman

Second: Joe Atkins

On a motion by Commissioner Workman, seconded by Commissioner Atkins, the agenda was unanimously approved.

Ayes: 7

CONSENT AGENDA

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Halverson, the consent agenda was approved as follows:

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on October 4, 2022

Motion: Mary Hamann-Roland

Second: Laurie Halverson

Ayes: 7

5. County Board/County Administration

5.1 Third Quarter Update On 2022 Board Priorities

Information only; no action requested.

5.2 Report On Budget Amendments, Contracts, And Year-End Projections For Operations

Information only; no action required.

REGULAR AGENDA

6. County Board/County Administration

6.1 Resolution No:

Adoption Of Amendments To Policy 1570 - Gift Acceptance

Motion: Kathleen A. Gaylord

Second: Liz Workman

Management Fellow Joe Hertenstein briefed this item and responded to questions.

Following discussion, a motion was made by Commissioner Gaylord, seconded by Commissioner Workman to table this item to the General Government and Policy Committee of the Whole in January 2023.

No action was taken on the presented resolution.

WHEREAS, the County hears and recognizes the potential opportunity for further gifts, in number and value, to support programs and infrastructure; and

WHEREAS, updating the Gift Acceptance Policy can provide new opportunities for citizens to support the County's services, making the process more efficient, and allowing the recognition of those who give support beyond what is required; and

WHEREAS, Dakota County already has a Gift Acceptance Policy in place to allow the County Manager to accept gifts up to \$500 for the furtherance of county programs; and

WHEREAS, the updated Policy allows for gifts up to \$5000 in value to be accepted by the County Manager or their delegates and recognition of gifts to build and maintain relationships and support in the community.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the amended Policy 1570 - Gift Acceptance.

This item was tabled and recommended for review by the General Government

and Policy Committee of the Whole on 1/3/2023.

Ayes: 7

7. Public Services And Revenue

7.1 2022 General Election Update

Elections Director Andy Lokken and Public Services and Revenue Deputy Director Teresa Mitchell briefed this item and responded to questions.

The following people came forward to address the Committee and staff:

Heidi Flodin, Burnsville (Early voting/ballot boxes)

Deb Hrinda, South St. Paul (Election security)

Chuck Wolff, Burnsville was present via Zoom and noted that he will send in questions via email following the meeting.

Information only; no action requested.

8. County Manager's Report

No County Manager report.

9. Adjournment

9.1 Adjournment

Motion: Mary Hamann-Roland

Second: Mike Slavik

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Slavik, the meeting was adjourned at 11:03 a.m.

Ayes: 7

Respectfully submitted,
Jeni Reynolds
Sr. Administrative Coordinator to the Board



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, November 15, 2022

9:30 AM

Conference Room 3A, Administration
Center, Hastings

This was a Special Meeting of the General Government and Policy Committee of the Whole.

1. Call To Order And Roll Call

Present

- Commissioner Joe Atkins
- Commissioner Liz Workman
- Commissioner Mike Slavik
- Commissioner Mary Liz Holberg
- Commissioner Mary Hamann-Roland
- Commissioner Laurie Halverson
- Commissioner Kathleen A. Gaylord

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

The audio recording from this meeting is available upon request.

The meeting was called to order by Chair Holberg at 10:00 a.m.

2. Audience

Chair Holberg noted that all public comments can be sent to CountyAdmin@co.dakota.mn.us
No comments were received for this agenda.

3. Approval Of Agenda (Additions/Corrections/Deletions)

3.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Mike Slavik

Ayes: 7

REGULAR AGENDA

4. County Board/County Administration

4.1 Update On 2023 State Legislative Session, State And Federal Legislative Affairs, And Status Of County Legislative Priorities

Commissioner Atkins provided a Legislative Advisory Workgroup (LAW) update. Paul Cassidy with Stinson gave a brief update at the State level and Tom Downs

and Mike Erlandson gave a brief update at the Federal level.
This item was on the agenda for informational purposes only.

Information only; no action requested.

5. County Manager's Report

No report provided.

6. Adjournment

6.1 Adjournment

On a motion by Commissioner Gaylord, seconded by Commissioner Slavik, the meeting was adjourned at 10:10 a.m.

Ayes: 7

Respectfully submitted,
Jeni Reynolds
Sr. Administrative Coordinator to the Board



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, November 29, 2022

11:00 AM

Conference Room L139 Western
Service Center, Apple Valley

This was a Special Meeting of the General Government and Policy Committee of the Whole

1. Call To Order And Roll Call

Present Commissioner Liz Workman
 Commissioner Mike Slavik
 Commissioner Mary Liz Holberg
 Commissioner Mary Hamann-Roland
 Commissioner Laurie Halverson
 Commissioner Kathleen A. Gaylord

Excused Commissioner Joe Atkins

Commissioner Atkins was present via Zoom, but was not part of the voting quorum for the meeting.

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

2. Approval Of Agenda (Additions/Corrections/Deletions)

2.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Liz Workman

Ayes: 6

Excused: 1

REGULAR AGENDA

3. County Board/County Administration

3.1 Legislative Update

County Manager Matt Smith briefed this item and responded to questions.

Information only; no action requested.

3.2 Update On The County Manager's 2023 Recommended Budget

Budget Manager Paul Sikorski briefed this item and responded to questions.
This item was on the agenda for informational purposes only.

Information only; no action requested.

4. Enterprise Finance and Information Services

4.1 Authorization To Withdraw From Dakota Broadband Board And Terminate Agreement For Financial Management Services

Motion: Mike Slavik

Second: Kathleen A. Gaylord

Director of Enterprise Finance and Information Services David McKnight briefed this item and responded to questions. The following people from the audience came forward to speak on this item:

Joshua Hoyt (City of Farmington Mayor)

Stephanie Levine (City of Mendota Heights Mayor)

A motion was made by Commisisoner Slavik to amend the presented resolution language, the motion was seconded by Commissioner Gaylord.

The following language was removed:

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby withdraws from the Dakota Broadband Board effective immediately and terminates the financial management services agreement with the Dakota Broadband Board and directs the County Manager to provide written notice to the Dakota Broadband Board Chair; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners approves the indefeasible right to use agreement with each city that plans to use the County fiber network going forward.

The amended language resolution was voted on and passed unanimously. The resolution was approved as follows:

WHEREAS, Dakota County has been a member of the Dakota Broadband Board since 2017; and

WHEREAS, the Dakota Broadband Board directed the Interim Executive Director to prepare a dissolution plan in July 2022 to be considered at a later date; and

WHEREAS, a draft dissolution plan was created and considered by the Dakota Broadband Board at the November 2022 board meeting; and

WHEREAS, the Dakota Broadband Board voted to table the consideration of the dissolution plan until May 1, 2023; and

WHEREAS, the Dakota Broadband Board joint powers agreement allows members who have not provided any system components to withdraw, effective

immediately, by providing written notice to the chair of the board; and

WHEREAS, Dakota County provides financial management services to the Dakota Broadband Board; and

WHEREAS, Dakota County will require all cities who use the county fiber network to sign an indefeasible right to use agreement.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby directs the County Manager to provide written notice on December 15, 2022 withdrawing from the Dakota Broadband Board effective March 1, 2023 and terminating the financial management services agreement with the Dakota Broadband Board; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby directs staff to continue to work with Dakota Broadband Board members to develop a dissolution plan that the Board can support.

This item was approved and recommended for action by the Board of Commissioners on 12/13/2022.

Ayes: 6

Excused: 1

5. Adjournment

5.1 Adjournment

Motion: Mike Slavik

Second: Liz Workman

On a motion by Commissioner Slavik, seconded by Commissioner Workman, the meeting was adjourned at 1:36 p.m.

Ayes: 6

Excused: 1

Respectfully submitted,
Jeni Reynolds
Sr. Administrative Coordinator to the Board



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1641

Agenda #: 5.1

Meeting Date: 12/13/2022

DEPARTMENT: Employee Relations

FILE TYPE: Consent Action

TITLE

Authorization To Amend Contract With McDowell Agency, Inc. For Employee Background Check Services

PURPOSE/ACTION REQUESTED

Authorize to amend contract with the McDowell Agency, Inc. for background check services.

SUMMARY

The County fills more than 300 full time, part time and temporary positions annually. Conducting background checks is a vital component to the County’s hiring process as all new employees require a background check before beginning employment with the County.

The County has worked with the McDowell Agency, Inc. for more than 20 years to provide background checks for new County employees. The County has received good service in the long-standing relationship with the McDowell Agency, Inc. The McDowell Agency, Inc. provides competitive pricing and flexibility in process that best meets the County’s needs.

The McDowell Agency, Inc. agreed to a one-year extension of the contract with no increase to the existing rates. The annual cost is approximately \$55,000, not to exceed \$65,000 over the next year.

RECOMMENDATION

Staff recommends a one-year extension of the current contract.

EXPLANATION OF FISCAL/FTE IMPACTS

The estimate cost is included in the 2023 County Managers Recommended Budget.

- None
- Current budget
- Other
- Amendment Requested
- New FTE(s) requested

RESOLUTION

WHEREAS, the County fills more than 300 full time, part time and temporary positions annually; and

WHEREAS, all new employees require a background check before beginning employment with the County; and

WHEREAS, the County issued a Request for Proposal (RFP) on September 8, 2017 to assess background check vendors and select a background check vendor; and

WHEREAS, the County selected the McDowell Agency, Inc. to provide background check services; and

WHEREAS, the McDowell Agency, Inc. provides competitive pricing and flexibility in process that best meets the County's needs.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Employee Relations Director to amend a contract with the McDowell Agency, Inc. to provide background check services through the end of 2023 at a total cost not to exceed \$65,000, substantially as presented on December 13, 2022, and subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: None.

BOARD GOALS

- A Great Place to Live
- A Successful Place for Business and Jobs
- A Healthy Environment
- Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL

- Inform and Listen
- Discuss
- Involve
- N/A

CONTACT

Department Head: Andy Benish

Author: Andy Benish



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1690

Agenda #: 6.1

Meeting Date: 12/13/2022

DEPARTMENT: Office of the County Manager

FILE TYPE: Regular Information

TITLE

Legislative Update

PURPOSE/ACTION REQUESTED

Provide an update on the 2023 State legislative session, State and Federal legislative affairs, and the status of County legislative priorities.

SUMMARY

The Legislative Advisory Workgroup (LAW) and staff will provide updates on federal and state legislative affairs and activities, Minnesota Inter-County Association (MICA), Association of Minnesota Counties (AMC), National Association of Counties (NACo) activities, related County activities and other legislative topics of interest to Dakota County.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

- None
- Current budget
- Other
- Amendment Requested
- New FTE(s) requested

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: None.

BOARD GOALS

- A Great Place to Live
- A Healthy Environment
- A Successful Place for Business and Jobs
- Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL

- Inform and Listen
- Discuss
- Involve
- N/A

CONTACT

Department Head: Matt Smith

Author: Nathan Hanson



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1682

Agenda #: 9.1

Meeting Date: 12/13/2022

Adjournment