



# Dakota County

## General Government and Policy Committee of the Whole

### Minutes

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Tuesday, October 8, 2024

9:30 AM

Conference Room 3A, Administration  
Center, Hastings

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(or following County Board)

#### 1. Call To Order And Roll Call

The meeting was called to order at 9:55 a.m. by Commissioner Workman.

**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 Heidi Welsch, County Manager; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

The audio recording of this meeting is available upon request.

#### 2. Audience

Chair Workman noted that all public comments can be sent to [CountyAdmin@co.dakota.mn.us](mailto: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: William Droste

Ayes: 7

#### CONSENT AGENDA

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

#### 4. County Administration - Approval of Minutes

##### 4.1 Approval of Minutes of Meeting Held on September 10, 2024

Motion: William Droste

Second: Mary Hamann-Roland

Ayes: 7

## 5. County Board/County Administration

### 5.1 Resolution No: 24-508 Authorization To Execute One-Year Contract for Wellness Services With OPTUM

Motion: William Droste

Second: Mary Hamann-Roland

WHEREAS, for the past nine years OPTUM has successfully administered Dakota County's employee wellness program, wellness coaching and Biometric Screenings; and

WHEREAS, about 63 percent Dakota County employees participate in the wellness program offering between biometric screenings, wellness coaching, and RALLY wellness portal activities; and

WHEREAS, renewal rate for services for another one year represents a 4 percent increase; and

WHEREAS, the cost of the services, \$165,000 per year is currently included with funds already budgeted in the employee health insurance internal service fund.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Employee Relations to execute a one-year contract with OPTUM for wellness programming, wellness coaching and incentive services, in an amount not to exceed \$165,000 for 2025, to approval by the County Attorney's Office as to form.

This item was approved and recommended for action by the Board of Commissioners on 10/29/2024.

Ayes: 7

### 5.2 Resolution No: 24-507 Authorization To Renew Contract with The Sand Creek Group, Ltd. For Employee Assistance Program Services For 2025-2027

Motion: William Droste

Second: Mary Hamann-Roland

#### **RESOLUTION**

This item was approved and recommended for action by the Board of Commissioners on 10/29/2024.

Ayes: 7

## **REGULAR AGENDA**

**6. Enterprise Finance and Information Services**

**6.1 Overview Of Recommended 2025 Dakota County Fee Schedules**

Finance Deputy Director Leng Vang briefed this item and responded to questions. This item was on the agenda for informational purposes only.

Information only; no action requested.

**6.2 Discussion Of Multi-County 2025 Residential Opinion Survey Project**

Senior Management Analyst Katie O'Connor and Management Analyst II Hannah Rank briefed this item and responded to questions. This item was on the agenda for informational purposes only.

Information only; no action requested.

**6.3 Discussion Of Updated Demographic-Economic Trends And Forecast**

Management Analysts Penny Anderson and Jessica Rundell briefed this item and responded to questions. This item was on the agenda for informational purposes only.

Information only; no action requested.

**7. Public Services And Revenue**

**7.1 Update On Library Strategic Planning**

Library Director Margaret Stone and Library Deputy Director Jen Reichert-Simpson briefed this item and responded to questions. This item was on the agenda for informational purposes only.

Information only; no action requested.

**7.2 Resolution No: 24-506**

Adoption Of Revisions To Policy No. 8003, Conveyance Of Tax Forfeited Property To Local Government Unit

Motion: Mike Slavik

Second: Mary Hamann-Roland

Property Taxation and Records Deputy Director Airabella Lepinski briefed this item and responded to questions.

WHEREAS, in 2024, in Chapter 282, the statutes relating to the administration of tax forfeited land were amended to update the requirements for public auctions, the department of natural resources review, and the hold process for local government units or state agencies; and

WHEREAS, the Dakota County Board of Commissioners adopted Abatement Policy No. 8003 in 2014 and revise the policy in 2020; and

WHEREAS, the Property Taxation and Records Department has reviewed Policy No. 8003 as a part of legislative changes; and

WHEREAS, staff recommends changes to Policy No. 8003, including:

- The minimum bid is defined as the sum of delinquent taxes, special assessments, penalties, interests, and costs assigned to the parcel.
- The county auditor must first hold a public auction within six months of a property forfeiting.
- If the property is not sold at public auction, the property remains in tax forfeiture status which will allow for a local government unit to acquire.
- The county auditor must provide notice to the commissioner of natural resources of the forfeiture of any lands eligible to be withheld or withdrawn from sale under this section.
- Notice must be provided within 30 days of either the filing of the certificate of forfeiture pursuant to section 281.23, subdivision 9, or the date the property is vacated by the occupant, whichever is later.
- Within 30 days of this notice, the commissioner of natural resources must notify the county auditor of a decision to withhold or withdraw a property from the sale under section 282.005, and the county auditor must hold a public auction within six months of a property forfeiting.
- If the property is not sold at public auction, the property remains in tax forfeiture status.
- If a local government unit or state agency wishes to acquire a tax-forfeit property, it may request a six-month hold on the property.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the proposed amendments to Policy No. 8003, Conveyance of Tax Forfeited Property to Local Government Unit.

This item was approved and recommended for action by the Board of Commissioners on 10/29/2024.

Ayes: 7

**7.3** Resolution No: 24-505  
Delegation Of Tax-Forfeit Land Administration Duties To Director Of Property Taxation And Records, Acting As Dakota County Treasurer-Auditor

Motion: Mary Hamann-Roland

Second: William Droste

Property Taxation and Records Deputy Director Airabella Lepinski briefed this item and responded to questions.

WHEREAS, Minn. Stat. § 282.135, authorizes the County Board the ability to delegate its statutory authority, power, and responsibility relating to the administration of tax-forfeited land; and

WHEREAS, the County Board previously delegated to the Director of the Property Taxation and Records Department, acting as the Dakota County

Treasurer-Auditor, the authority to administer tax-forfeited land pursuant to Resolution No. 15-011; and

WHEREAS, in 2024, the statutes relating to the administration of tax-forfeited land were amended to provide for additional procedures relating to the valuation, sale and administration of tax-forfeited property; and

WHEREAS, the Dakota County Property Taxation and Records Director requests the delegation of authority, power, and responsibility for managing the entire tax forfeiture process pursuant to the amended tax forfeiture statutes, including but not limited to the:

- Authority to approve former owners and eligible parties to repurchase tax-forfeit land; and
- Authority to initiate legal proceedings to cancel purchase and repurchase contracts in default status; and
- Authority to reinstate cancelled tax-forfeited contracts; and
- Authority to establish the market value at the time of forfeiture, set the appraised value, and establish the minimum bid; and
- Authority to classify tax-forfeited land as conservation or non-conservation; and
- Authority to schedule a public auction; and
- Authority to initiate legal proceedings for evictions

; and

WHEREAS, this delegation will streamline these processes, reduce administrative costs, and provide quicker, more responsive service to taxpayers and the public.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby delegates authority, power, and responsibility to the Dakota County Property Taxation and Records Director the ability to manage the entire tax forfeiture process including but not limited to; the authority to approve former owners and eligible parties to repurchase tax-forfeit land; and the authority to initiate legal proceedings to cancel purchase and repurchase contracts in default status; and the authority to reinstate cancelled tax-forfeited contracts; and the authority to establish the market value at the time of forfeiture, set the appraised value, and establish the minimum bid; and the authority to classify tax-forfeited land as conservation or non-conservation; and the authority to schedule a public auction; and the authority to initiate legal proceedings for evictions.

This item was approved and recommended for action by the Board of Commissioners on 10/29/2024.

Ayes: 7

## 8. County Manager's Report

County Manager Heidi Welsch noted that discussions are being held on centralizing finance

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and hybrid-remote work. Additional communication on these topics will be brought forward in the future.

A Governance and Strategic Planning Workshop is planned for December 6.

## 9. Future Agenda Items

No discussion was held regarding future agenda items.

## 10. Adjournment

### 10.1 Adjournment

Motion: Mike Slavik

Second: Mary Hamann-Roland

On a motion by Commissioner Slavik, seconded by Commissioner Hamann-Roland, the meeting was adjourned at 11:39 a.m.

Ayes: 7

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