



Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, September 6, 2022

9:30 AM

**Conference Room 3A, Administration
Center, Hastings,**

(or following County Board)

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 August 16, 2022

5. County Board/County Administration

5.1 *Employee Relations* - Authorization To Accept Rates For 2023 Group Short-Term Disability Benefits

6. Enterprise Finance and Information Services

6.1 *Office Of Risk Management* - Adoption Of Dakota County All Hazard Mitigation Plan

REGULAR AGENDA

7. County Board/County Administration

- 7.1** *Employee Relations* - Approval Of 2023 Medical Plans And Premium Rates
- 7.2** *Office Of The County Manager* - Scheduling Of 2023 County Board/Committee Of The Whole Meetings, Workshops And Public Hearings
- 7.3** *Budget* - Discussion Of 2023 Budget And Maximum Proposed Property Tax Levy

8. County Manager's Report

9. Adjournment

- 9.1** Adjournment

For more information, call 651-438-4417

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<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
Public Comment can be sent to CountyAdmin@co.dakota.mn.us**



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1387

Agenda #: 3.1

Meeting Date: 9/6/2022

Approval of Agenda (Additions/Corrections/Deletions)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1388

Agenda #: 4.1

Meeting Date: 9/6/2022

Approval of Minutes of Meeting Held on August 16, 2022



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, August 16, 2022

11:00 AM

**Conference Room L139 Western
Service Center, Apple Valley**

(or following Physical Development Committee of the Whole)

1. Call To Order And Roll Call

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 12:10 p.m.

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

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: Mike Slavik

Second: Mary Hamann-Roland

CONSENT AGENDA

On a motion by Commissioner Halverson, seconded by Commissioner Atkins, the consent agenda was unanimously approved as follows:

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on July 19, 2022

Motion: Laurie Halverson

Second: Joe Atkins

5. County Board/County Administration

5.1 Second Quarter Update On 2022 Board Priorities

This item was on the agenda for informational purposes only; no action was taken.

Information only; no action requested.

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

This item was on the agenda for informational purposes only; no action was taken.

Information only; no action requested.

6. Enterprise Finance and Information Services

6.1 Authorization To Execute Contract With EarthSoft For Purchase And Implementation Of Environmental Quality Information System Software Application

Motion: Laurie Halverson

Second: Joe Atkins

WHEREAS, the Environmental Resources Department identified a need to better manage the well water and chemistry data collected over the years from wells located within Dakota County; and

WHEREAS, EarthSoft Environmental Quality Information System (EQulS) was selected as the best solution through a formal request for proposal (RFP) solicitation process; and

WHEREAS, the State of Minnesota Pollution Control Agency staff also use EarthSoft; and

WHEREAS, funds are available in the Environmental Resources Department Operations Budget to invest in a new water quality data management system; and

WHEREAS, the Environmental Resources Department and the Information Technology Department jointly recommend the purchase of software and services from EarthSoft; and

WHEREAS, the total cost of the system is \$168,040 with annual operating costs in year two of \$18,600.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Dakota County Chief Information Officer to execute a contract with EarthSoft to implement software and services in an amount not to exceed \$168,040, subject to approval by the County Attorney's

Office as to form; and

BE IT FURTHER RESOLVED, That the 2022 Countywide Budget Incentive Program (BIP) budget is hereby amended as follows:

Expense

Countywide BIP	\$128,040	
Environmental Resources Department Operations Budget		<u>\$ 40,000</u>
Total Expense	\$168,040	

This item was approved and recommended for action by the Board of Commissioners on 8/23/2022.

REGULAR AGENDA

7. Physical Development

- 7.1** Award Of Bid And Authorization To Execute Contract With Donlar Construction Company For South St. Paul Library Project And Authorization To Increase Project Budget And Amend 2022 Buildings Capital Improvement Program And Non-Departmental Budgets

Motion: Kathleen A. Gaylord

Second: Joe Atkins

Capital Projects Manager Jay Biedny briefed this item and responded to questions. This item failed due to a tied vote. Additional comments were heard from the Mayor of South St. Paul, Jimmy Francis.

Commissioner Holberg, Commissioner Hamann-Roland and Commissioner Slavik voted no on this item.

WHEREAS, the South St. Paul Library project was included in the 2022-2026 Building Capital Improvement Program (CIP) Adopted Budget; and

WHEREAS, bid document and specifications were prepared by County staff and BKV Group; and

WHEREAS, seven competitive bids were received on August 4, 2022; and

WHEREAS, Donlar Construction Company has the lowest bid of \$8,434,500 that includes Alternates 2, 3 & 4; and

WHEREAS, staff has reviewed the qualifications of the bidder and recommend award to Donlar Construction Company as the lowest responsive and responsible bidder in an amount not to exceed \$8,434,500 for the South St. Paul Library project; and

WHEREAS, the inflationary costs of materials and energy, coupled with a continuing labor shortage in the construction industry, have unprecedentedly escalated the required total project budget to \$11,300,000; and

WHEREAS, the City of South St. Paul will directly reimburse Dakota County for

an additional \$147,500 of budgetary funding to complete site remediations as established in the June 2022 Joint Powers Agreement; and

WHEREAS, external revenues to support this project's funding were requested but not received; and

WHEREAS, Final Rule, 31 CFR Part 35, Subp. A, Section 35.6 (b) permits capital expenditures for projects "responding to the public health emergency or its negative impacts."

WHEREAS, This new library will respond to critical needs, including the areas of health care, employment, and workforce development, in a community that has been disproportionately impacted by the pandemic, with cumulative case and hospitalization rates well above the state average.

WHEREAS, as approved by Resolution No. 22-281 (June 21, 2022), the Dakota County Board of Commissioners is committed to the intentions of a Joint Powers Agreement recently executed with the City of South St. Paul to both construct the County's tenth branch library location and assume the City's library system into the Dakota County Library system.

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 South St. Paul Library project to Donlar Construction Company, 550 Shoreview Park Road, Shoreview, MN 55126, in an amount not to exceed \$8,434,500, subject to approval by the County Attorney's office as to form.

BE IT FURTHER RESOLVED, That the 2022 Buildings CIP Budget is hereby amended as follows:

Expense

South St. Paul Library (B30040) \$6,600,000

Total Expense **\$6,600,000**

Revenue

Dakota County ARP Funding \$11,300,000

State Bonding (\$ 2,350,000)

County Funding (\$ 2,350,000)

Total Revenue **\$ 6,600,000**

; and

BE IT FURTHER RESOLVED, That the 2022 Non-Departmental Budget is hereby amended as follows:

Expense

ARP Expense (\$11,300,000)

Total Expense	(\$11,300,000)
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Revenue

Dakota County ARP Funding	<u>(\$11,300,000)</u>
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Total Revenue	(\$11,300,000)
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failed

Ayes: 3

Nay: 3

8. Public Services And Revenue

8.1 Authorization To Pilot Self-Service Hours And Amend 2022 Library Budget

Motion: Laurie Halverson

Second: Mary Hamann-Roland

Library Deputy Director Jennifer Reichert Simpson briefed this item and responded to questions.

WHEREAS, the library wished to increase usage of the public spaces and convenience in using the library; and

WHEREAS, the library seeks authorization to pilot a new service called, Self-service Hours, which offers access to the library building outside of regular staffed open hours; and

WHEREAS, the library can utilize the security systems already in place; and

WHEREAS, an Enterprise Risk Assessment has been done for this service working through potential issues and a treatment was developed for each such as adding additional security cameras; and

WHEREAS, the library can use Phase Funds from the Metropolitan Library Service Agency; and

WHEREAS, the library director will report on the status of the service following completion of the pilot.

NOW, THEREFORE, BE IT RESOVED, that the Dakota County Board of Commissioners hereby authorizes the Library to offer a pilot of Self-service Hours at the Farmington Library; and

BE IT FUTHER RESOLVED, That the Dakota County Board of Commissioners authorizes acceptance of Metropolitan Library Service Agency Phase Funds and hereby amends the 2022 Library budget as follows:

Revenue

MELSA Phase funds	<u>\$45,000</u>
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Total Revenue	\$45,000
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Expense

Program Expense \$45,000

Total Expense \$45,000

This item was approved and recommended for action by the Board of Commissioners on 8/23/2022.

Ayes: 6

8.2 Authorization For Renewal Of Mobile Hotspot Agreement And Amend 2022 Library Budget

Motion: Joe Atkins

Second: Mary Hamann-Roland

Library Deputy Director Jennifer Reichert Simpson briefed this item and responded to questions.

WHEREAS, up to 15 percent of County residents lack reliable access to the internet; and

WHEREAS, the coronavirus pandemic has reconfirmed how critical internet access is; and

WHEREAS, hot spot and Chromebook hardware was purchased in 2020 with CARES Act funding; and

WHEREAS, over the past two years, the library, community corrections and social services have been circulating these hotspots to residents without convenient internet access; and

WHEREAS, the devices have long waiting lists and are checked out of the library 90% of the time; and

WHEREAS, the current T-Mobile service agreement is through the state purchasing plan and expires in October 2022; and

WHEREAS, staff recommend approving the new agreement to continue the important service; and

WHEREAS, the funding for the cost of the hotspots for the rest of 2022 will be paid for using Phase Funds from the Metropolitan Library Service Agency; and

WHEREAS, the funding for future service agreements will be considered as part of the 2023 budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the extension of the service agreement with T-Mobile through December 31, 2022; and

BE IT FUTHER RESOLVED, That the Dakota County Board of Commissioners hereby amends the 2022 Library budget as follows:

Revenue

MELSA Phase funds \$49,510.46

Total Revenue \$49,510.46

Expense

Program Expense \$49,510.46

Total Expense \$49,510.46

This item was approved and recommended for action by the Board of Commissioners on 8/23/2022.

Ayes: 6

9. County Manager's Report

County Manager Matt Smith gave a brief update on the following:

- Budget Workshop will be August 23, 2022
- Program Service Inventory Data will be distributed that will highlight mandated programs vs. non-mandated

10. Adjournment

10.1 Adjournment

Motion: Mike Slavik

Second: Laurie Halverson

On a motion by Commissioner Slavik, seconded by Commissioner Halverson, the meeting was adjourned at 1:10 p.m.

Ayes: 6

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-1383

Agenda #: 5.1

Meeting Date: 9/6/2022

DEPARTMENT: Employee Relations

FILE TYPE: Consent Action

TITLE

Authorization To Accept Rates For 2023 Group Short-Term Disability Benefits

PURPOSE/ACTION REQUESTED

Accept rates for 2023 Group Short-Term Disability Benefits.

SUMMARY

Dakota County offers a self-insured group Short-Term Disability benefit. For 2023, there are no proposed changes to current plan design.

RECOMMENDATION

Staff recommends approval.

EXPLANATION OF FISCAL/FTE IMPACTS

County costs will be included in the 2023 budget planning base.

- | | | |
|--|--|--------------------------------|
| <input type="checkbox"/> None | <input checked="" type="checkbox"/> Current budget | <input type="checkbox"/> Other |
| <input type="checkbox"/> Amendment Requested | <input type="checkbox"/> New FTE(s) requested | |

RESOLUTION

WHEREAS, the employee-paid Short-term Disability plan expenses projected for 2023 results in no rate change for all elimination period 8-day, 15-day, 30-day and 75-day option.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the 2023 Short-term Disability plan rates.

PREVIOUS BOARD ACTION

21-452; 9/21/21

ATTACHMENTS

Attachment: Deloitte Consulting Letter

BOARD GOALS

- | | |
|--|---|
| <input type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input checked="" type="checkbox"/> A Successful Place for Business and Jobs | <input type="checkbox"/> Excellence in Public Service |

PUBLIC ENGAGEMENT LEVEL

Item Number: DC-1383

Agenda #: 5.1

Meeting Date: 9/6/2022

☐ Inform and Listen

☐ Discuss

☐ Involve

☒ N/A

CONTACT

Department Head: Andy Benish

Author: Shannon Welle

August 8, 2022

Shannon Welle
Employee Relations Benefits Administrator
Dakota County Administration Center
1590 W. Highway 55
Hastings, MN 55033

Re: 2023 Short-Term Disability Plan Renewals

Dear Shannon:

Deloitte was asked to review Dakota County's (the County) most recent claims experience for its self-funded short-term disability (STD) plan and to make rate recommendations for the upcoming plan year. The following is a summary of our review of recent program experience and rate recommendation for 2023.

Background

The County provides employee-paid short-term disability with four elimination period options for benefit eligible employees. We based our analysis on enrollment, premium, and claims data provided by the County through June 30, 2022. We have not independently verified the information shown in the following table.

	Billed Premium *	Claims & Administrative Expenses *	Employees Enrolled	2022 Monthly Rate **
8-Day EP Option	\$110,410	\$70,950	73	\$1.710
15-Day EP Option	\$210,305	\$267,401	304	\$0.810
30-Day EP Option	\$194,533	\$209,011	1,029	\$0.170
75-Day EP Option	\$10,515	\$0	190	\$0.060
Administration		\$27,423	--	\$1.00 per participant per month
Total	\$525,764	\$574,785	1,596	--

* July 2021 through June 2022

** Monthly Rate per \$10 of Weekly Payroll

The County reported its short-term disability fund (established to collect premiums and disburse claims) holds approximately \$1,296,400 as of June 30, 2022, an increase of approximately \$3,800 (0.3%) since June 30, 2021.

Current Plan Analysis

In pricing the short-term disability program, the County attempts to balance participant premiums against claims and administration costs. It is important to recognize that this is an employee pay all plan and therefore is possibly volatile and

vulnerable to adverse selection. If this plan was fully insured, a reasonable target loss ratio would be about 85% to 90% for a plan this size. In addition, the County's current fund balance as noted above is adequate and continues to provide a stabilizing factor to the plan.

On a combined basis the loss ratio for the period of July 2021 to June 2022 is 109.3%. A three-year analysis of plan performance yields an average loss ratio of 101.5%. Total Enrollment increased per 1 person over the prior experience period. The table below illustrates the past three years of premium, claims and administration expense data.

STD Option	Premiums (July to June Each Period)			Claims & Admin Expenses (July to June Each Period)			3-Year Loss Ratio
Period	2019-2020	2020-2021	2021-2022	2019-2020	2020-2021	2021-2022	2019-2022
8-Day EP	\$106,319	\$107,257	\$110,410	\$107,657	\$41,689	\$70,950	72.9%
15-Day YP	\$209,981	\$219,818	\$210,305	\$226,113	\$155,204	\$267,401	112.5%
30-Day EP	\$199,349	\$198,426	\$194,533	\$136,804	\$160,119	\$209,011	96.4%
75-Day EP	\$15,948	\$10,724	\$10,515	\$2,797	\$17,315	\$0	49.4%
Admin				\$22,187	\$17,854	\$27,423	
Total	\$531,597	\$536,225	\$525,764	\$495,558	\$392,181	\$574,785	101.5%

8-Day Elimination Period Option

The annual loss ratio increased significantly from 40% to 65%, which is below the target range. The three-year loss ratio of 73% is below the target levels. Enrollment remained constant (3 more enrollees than last year).

15-Day Elimination Period Option

The annual loss ratio increased from 72% to 129%, which is significantly higher than the target range. The three-year loss ratio of 113% is above the target levels. Enrollment increased 12% from last year.

30-Day Elimination Period Option

The annual loss ratio increased from 87% to 114%, which is significantly higher than the target range. The three-year loss ratio of 96% is above the target levels. Enrollment remained constant (3 more enrollees than last year).

Recommendation

The overall three-year loss ratio for the program increased from 91.3% to 101.5% this year and the annual loss ratio increased from 73% to 109%, which is below the target range for this group (target 85%-90%). The reserve position stands at 2.3 times annual claims as of June 2022. Last year, all rates were held constant given the experience of the plan and the surplus reserve position.

Considering the County's objective to target a 100% loss ratio, and given the reserve's position and ability to absorb any potential adverse claims volatility, we are recommending a rate hold for 2023.

Shannon Welle
August 8, 2022
Page 3

The table below illustrates proposed premium rates for 2023 as described above (no change from 2022 rates).

Plan	2022 Premium *	2023 Proposed Premium *
8-Day EP Option	\$1.710	\$1.710
15-Day EP Option	\$0.810	\$0.810
30-Day EP Option	\$0.170	\$0.170
75-Day EP Option	\$0.060	\$0.060

** Monthly rates expressed per \$10 of Weekly Payroll*

If you have any questions concerning any of the above, please contact Dan Plante (312-486-0200) or dplante@deloitte.com.

Sincerely,



Daniel R. Plante, A.S.A., M.A.A.A.
Specialist Leader

cc: Andrew Benish, Dakota County
Michael de Leon, Deloitte
Nicole Reischl, Deloitte



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1376

Agenda #: 6.1

Meeting Date: 9/6/2022

DEPARTMENT: Office Of Risk Management

FILE TYPE: Consent Action

TITLE

Adoption Of Dakota County All Hazard Mitigation Plan

PURPOSE/ACTION REQUESTED

Adopt the Dakota County All Hazard Mitigation Plan (Plan).

SUMMARY

Mitigation plans are mandated by the Federal Disaster Mitigation Act of 2000, which authorized the Federal Emergency Management Agency (FEMA) to develop planning guidelines for states, counties, cities, and tribal governments to reduce repetitive losses from a range of natural and manmade hazards. Dakota County's Plan is multi-jurisdictional; the fourteen urban and six rural cities in the County have all participated in the planning process and contributed content and strategies specific to their jurisdictions, in lieu of preparing separate city plans. Counties and cities must have an approved and adopted plan to be eligible for both federal disaster relief and mitigation project grant dollars.

Dakota County has completed its fourth update to the All-Hazard Mitigation Plan, originally prepared and adopted in 2006 with the most recent version of the Plan adopted by Resolution No. 17-062 (January 24, 2017). Plans must be updated every five years. Each city has participated in the planning process and developed mitigation strategies as part of the multi-jurisdictional plan. The All Hazard Mitigation Plan is posted online (www.dakotacounty.us, search "County Emergency Planning").

The Dakota County Board of Commissioners authorized the submission of a draft All Hazard Mitigation Plan to the Minnesota Department of Homeland Security and Emergency Management (MNHSEM) and FEMA for initial review and comment by Resolution No. 22-069 (February 22, 2022). This resolution also authorized placing the draft Plan on the Dakota County website for a 45-day public comment period from February 23, 2022 through April 8, 2022. Staff received MNHSEM and FEMA comments and incorporated them into the Plan. No public comments were received after posting the Plan on the County's website. No public hearing is required under the federal guidance documents. Staff received conditional approval of the Plan pending adoption by the County and participating cities from MNHSEM and FEMA on August 4, 2022.

RECOMMENDATION

Staff recommends that the Board of Commissioners adopt the 2022 update to the All Hazard Mitigation Plan and authorize the submission of the Board Resolution adopting the Plan to MNHSEM and FEMA. In addition, staff will begin working with the 14 urban cities and 6 rural cities to adopt the

Plan so that they will also be covered by the Plan. The 13 unincorporated townships are covered by the County Plan. All participating communities must adopt the approved Plan within one year of MNHSEM and FEMA approval.

EXPLANATION OF FISCAL/FTE IMPACTS

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

RESOLUTION

WHEREAS, the Disaster Mitigation Act of 2000 requires counties and cities to prepare an All-Hazard Mitigation Plan (Plan) every five years; and

WHEREAS, plans must address potential natural and manmade hazard and develop mitigation strategies to reduce the impacts of hazard events both in dollars and lives saved; and

WHEREAS, counties and cities must have an approved and adopted a Plan to be eligible for both federal disaster relief and mitigation project grant dollars; and

WHEREAS, the first Plan was approved by the Minnesota Department of Homeland Security and Emergency Management (MNHSEM) and the Federal Emergency Management Agency (FEMA) in 2006 and the was updated again in 2011 and 2017; and

WHEREAS, since late 2020, Dakota County staff has been coordinating the required five-year update to the Plan with the 14 urban and six rural cities of Dakota County; and

WHEREAS, each city is required to participate, develop their own mitigation strategies and adopt the Plan as their own once conditionally approved by MNHSEM and FEMA; and

WHEREAS, by Resolution No. 22-069 (February 22, 2022), the Dakota County Board of Commissioners authorized the submission of a draft All Hazard Mitigation Plan to MNHSEM and FEMA for initial review and to place the draft Plan on the Dakota County website for a 45-day public comment period; and

WHEREAS, the Plan received conditional approval by MNHSEM and FEMA on August 4, 2022.

NOW, THEREFORE, BE IT RESOLVED, That Dakota County Board of Commissioners hereby supports the hazard mitigation planning effort and wishes to adopt the 2022 update to the Dakota County All-Hazard Mitigation Plan; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby directs staff to coordinate with the 14 urban and 6 rural cities of Dakota County on preparation of resolutions to adopt the Plan for submittal to Minnesota Department of Homeland Security and Emergency Management (MNHSEM) and the Federal Emergency Management Agency (FEMA).

PREVIOUS BOARD ACTION

17-062; 1/24/17

22-069; 2/22/22

ATTACHMENTS

None.

BOARD GOALS

- | | |
|---|---|
| <input checked="" type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input type="checkbox"/> A Successful Place for Business and Jobs | <input type="checkbox"/> Excellence in Public Service |

PUBLIC ENGAGEMENT LEVEL

- | | | | |
|--|----------------------------------|---|------------------------------|
| <input type="checkbox"/> Inform and Listen | <input type="checkbox"/> Discuss | <input checked="" type="checkbox"/> Involve | <input type="checkbox"/> N/A |
|--|----------------------------------|---|------------------------------|

CONTACT

Department Head: B.J. Battig



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1385

Agenda #: 7.1

Meeting Date: 9/6/2022

DEPARTMENT: Employee Relations

FILE TYPE: Regular Action

TITLE

Approval Of 2023 Medical Plans And Premium Rates

PURPOSE/ACTION REQUESTED

Approval of 2023 Medical Plans and Premium Rates.

SUMMARY

The County's self-funded medical plan has been administered by PreferredOne since January 2013. Due to a recent acquisition of PreferredOne by United Healthcare (UHC), administration of the County Medical plan will change to United Medical Resources (UMR), a third-party administrator of UHC. The County continues to offer three plan options to employees. The County's base plan is the Dakota Advantage Plan which is a low deductible plan with a health reimbursement account and in which the majority of employees are enrolled. The two optional plan offerings are the Dakota Select Plan, a low deductible plan with a Health reimbursement Account, and the high deductible Health Savings Account (HSA) Plan.

With the assistance of Deloitte Consulting LLP, proposed premium rates for 2023 have been identified taking into account projected utilization and claims experience of the three Plans, medical trend, Affordable Care Act fees, and administrative expenses.

The recommended 2023 rates include a 6.5 percent increase in the Advantage Plan, 4.9 percent increase in the Select Plan, and 4 percent increase in the HSA plan. Recommended rate details are provided in the Attachment.

RECOMMENDATION

Staff recommends approval of the 2023 medical plans and premium rates.

EXPLANATION OF FISCAL/FTE IMPACTS

The overall growth in County premium costs aggregated across all plans is estimated at approximately 5.9 percent, which is within the 2023 budget planning base estimates.

- | | | |
|--|---|---|
| <input type="checkbox"/> None | <input type="checkbox"/> Current budget | <input checked="" type="checkbox"/> Other |
| <input type="checkbox"/> Amendment Requested | | <input type="checkbox"/> New FTE(s) requested |

RESOLUTION

WHEREAS, PreferredOne has administered the County's self-funded medical plan since January 2013; and

WHEREAS, proposed premium rates for 2023 have been identified, taking into account utilization and claims experience of the three Plans, medical trends, Affordable Care Act fees, and administrative expenses; and

WHEREAS, self-funded medical plan expenses projected for 2023 result in a rate increase of 6.5 percent increase in the Advantage Plan, 4.9 percent increase in the Select Plan, and 4 percent increase in the HSA plan.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the rate increase of 6.5 percent for the Dakota Advantage Plan, 4.9 percent increase in the Dakota Select Plan, and 4 percent increase for the Dakota Health Savings Account Plan.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Recommended Rate Details

BOARD GOALS

- | | |
|---|--|
| <input type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input type="checkbox"/> A Successful Place for Business and Jobs | <input checked="" type="checkbox"/> Excellence in Public Service |

PUBLIC ENGAGEMENT LEVEL

- | | | | |
|--|----------------------------------|----------------------------------|---|
| <input type="checkbox"/> Inform and Listen | <input type="checkbox"/> Discuss | <input type="checkbox"/> Involve | <input checked="" type="checkbox"/> N/A |
|--|----------------------------------|----------------------------------|---|

CONTACT

Department Head: Andrew Benish

Author: Andrew Benish



2022 Medical Premiums

2023 Medical Premiums

Medical Plans	Total Premium Cost	County Monthly Contribution	Employee Monthly Cost	Employee Per Pay Period Cost
Dakota Advantage HRA				
Single	\$799.08	\$719.18	\$79.90	\$39.95
Single +1	\$1,757.97	\$1494.28	\$263.69	\$131.85
Family	\$2,397.26	\$1,917.80	\$479.46	\$239.73

Dakota HSA				
Single	\$621.47	\$566.65	\$54.82	\$27.41
Single +1	\$1,367.24	\$1223.32	\$143.92	\$71.96
Family	\$1,864.42	\$1570.05	\$294.37	\$147.19

Dakota Select HRA				
Single	\$707.95	\$644.23	\$63.72	\$31.86
Single +1	\$1,557.48	\$1,357.80	\$199.68	\$99.84
Family	\$2,132.84	\$1,742.64	\$381.20	\$190.60

Total Premium Cost	County Monthly Contribution	Employee Monthly Cost	Employee Per Pay Period Cost	2023 Additional Employee Per Pay Cost
\$851.02	\$765.92	\$85.10	\$42.55	\$2.60
\$1,872.24	\$1,591.41	\$280.83	\$140.42	\$8.57
\$2,553.08	\$2,042.47	\$510.61	\$255.31	\$15.58

\$646.33	\$589.32	\$57.01	\$28.51	\$1.10
\$1,421.93	\$1,272.25	\$149.68	\$74.84	\$2.88
\$1,939.00	\$1,632.85	\$306.15	\$153.08	\$5.89

\$742.64	\$675.79	\$66.85	\$33.43	\$1.57
\$1,633.80	\$1,424.32	\$209.48	\$104.74	\$4.90
\$2,227.91	\$1,828.03	\$399.88	\$199.94	\$9.34



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1353

Agenda #: 7.2

Meeting Date: 9/6/2022

DEPARTMENT: Office of the County Manager

FILE TYPE: Regular Action

TITLE

Scheduling Of 2023 County Board/Committee Of The Whole Meetings, Workshops And Public Hearings

PURPOSE/ACTION REQUESTED

- Schedule dates and locations of County Board and Committees of the Whole meetings for 2023.
- Schedule workshops for discussion of the 2024 budget.
- Schedule public meeting to receive input on 2024 budget and levy.
- Schedule public hearing to receive comments on the 2024-2028 Capital Improvement Program (CIP).
- Propose 2023 workshop dates.

SUMMARY

When scheduling 2023 meeting dates, the following is required:

- The County Board must meet the first Tuesday following the first Monday in January.
- The proposed maximum 2024 levy must be adopted on or before September 30.
- The County Board must also specify the date and time of an evening (6:00 p.m. or later) public meeting (formerly known as Truth In Taxation (TNT)) to receive input on the 2024 levy and budget, to be held between November 25 and December 28.
- The 2024 levy and budget must be adopted before five working days after December 20 (by December 28).

Local and national conferences dates for 2023 are as follows:

January 19	Minnesota Inter-County Association Annual Meeting
February 11-15	National Association of Counties (NACo) Legislative Conference
February 22-23	Association of Minnesota Counties (AMC) Legislative Conference
July 21-24	NACo Annual Conference
September 13-15	Association of Minnesota Counties (AMC) Fall Policy Conference
September 30-October 4	International City/County Management Association Annual Conf.
December 4-6	AMC Annual Conference

National Association of Workforce Boards Forum has yet to determine dates for 2023.

Key dates for other workshops/events are proposed as follows:

Annual Planning Workshop (following Board meeting)	Jan. 24
Budget Priorities Workshop (half-day; following Board meeting)	June 20
Proposed Levy Preparation Workshop (half-day; following Board meeting)	Aug. 29
Proposed Levy Adoption (at Board meeting)	Sept. 26
Budget Workshops	Nov. 13,14,16
Governance Workshop (following Committee meeting)	Nov. 21
CIP Public Hearing (at Board meeting)	Nov. 28
Levy and Budget Public Hearing (formerly TNT)	Nov. 28
CIP Adoption and Final Levy/Budget Adoption (at Board meeting)	Dec. 19

Resolution No. 16-468 (September 20, 2016), established guidelines for scheduling County Board and Committee meetings. Board practice in the past has occasionally deviated from these guidelines.

RECOMMENDATION

Staff recommends scheduling 2023 meetings (Attachment) as listed in the Resolution. Potential 2023 workshop dates are also included in the attachment.

EXPLANATION OF FISCAL/FTE IMPACTS

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

RESOLUTION

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the following 2023 County Board/Committees of the Whole meeting schedule:

County Board

January 3, 24
February 7, 28
March 14, 28
April 11, 25
May 9, 23
June 6, 20
July 18
August 1, 29
September 12, 26
October 10, 24
November 14, 28
December 19

General Government and Policy (GGP) Committee

January 3
February 7
March 14
April 11
May 9
June 6
July 18
August 1
September 12

October 10
November 28
December 19

Community Services/Physical Development Committee

January 10
February 21
March 21
April 18
May 16
June 13
July 11
August 22
September 19
October 17
November 21
December 12

; and

BE IT FURTHER RESOLVED, That the location of the Board/Committee of the Whole meetings shall be scheduled as follows:

- All County Board meetings will be held at 9:00 a.m. in the Boardroom, Administration Center, in Hastings.
- General Government and Policy (GGP) Committee meetings will be held at 9:30 a.m. (or following the County Board meeting) in Conference Room 3A, Administration Center in Hastings.
- Community Services (9:00 a.m.) and Physical Development (at 10:00 a.m. or following). Committee meetings will be held in Conference Room L139, Western Service Center in Apple Valley.

; and

BE IT FURTHER RESOLVED, That the County Board will hold Special General Government and Policy meetings that will be held at 10:30 a.m. (or following the Committee meetings) in Conference Room L139, Western Service Center in Apple Valley, on the following dates during the Legislative session to discuss legislative topics:

February 21, March 21, April 18, May 16

; and

BE IT FURTHER RESOLVED, That the County Board will hold a Special County Board meeting on Tuesday, August 8, 2023 at 10:00 a.m., Dakota County Fairgrounds, 4008 220th Street West, Farmington; and

BE IT FURTHER RESOLVED, That County Board workshops to discuss the 2024 budget are hereby scheduled as follows:

June 20, 2023	10:00 a.m. or following County Board
August 29, 2023	10:00 a.m. or following County Board
November 13, 2023	9:00 a.m.
November 14, 2023	10:00 a.m. or following County Board
November 16, 2023	9:00 a.m.

; and

BE IT FURTHER RESOLVED, That a public hearing is hereby scheduled for November 28, 2023, at 9:00 a.m.,

in the Boardroom, Administration Center, Hastings, Minnesota, to receive comments on the 2024-2028 Capital Improvement Program; and

BE IT FURTHER RESOLVED, That a public meeting is hereby scheduled for November 28, 2023, at 6:00 p.m., in the Boardroom, Administration Center, Hastings, Minnesota, to receive input on the 2024 levy and budget.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Proposed 2023 Schedule in calendar form

BOARD GOALS

- | | |
|---|--|
| <input type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input type="checkbox"/> A Successful Place for Business and Jobs | <input checked="" type="checkbox"/> Excellence in Public Service |

PUBLIC ENGAGEMENT LEVEL

- | | | | |
|--|----------------------------------|----------------------------------|---|
| <input type="checkbox"/> Inform and Listen | <input type="checkbox"/> Discuss | <input type="checkbox"/> Involve | <input checked="" type="checkbox"/> N/A |
|--|----------------------------------|----------------------------------|---|

CONTACT

Department Head: Matt Smith

Author: Jeni Reynolds

JANUARY 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2 New Year's Day Holiday	3 CB/RRA/ GGP	4	5	6	7
8	9	10 CS/ PDC	11	12	13	14
15	16 M L King Day	17	18	19 MICA Annual Meeting	20	21
22	23	24 CB/RRA/ Planning Workshop	25	26	27	28
29	30	31	1	2	3	4

FEBRUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7 CB/GGP	8	9	10	11 NACo Leg. Conference
12 NACo Leg. Conference	13 NACo Leg. Conference	14 NACo Leg. Conference	15 NACo Leg. Conference	16	17	18
19	20 Presidents' Day	21 CS/PD/ Special GGP	22 AMC Leg. Conference	23 AMC Leg. Conference	24	25
26	27	28 CB/RRA	1	2	3	4

MARCH 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	1	2	3	4
5	6	7	8	9	10	11
12	13	14 CB/GGP	15	16	17	18
19	20	21 CS/PD/ Special GGP	22	23	24	25
26	27	28 CB/RRA	29	30	31	1

APRIL 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6	7 Good Friday	8
9 Easter Sunday	10	11 CB/GGP	12	13	14	15
16	17	18 CS/PD/ Special GGP	19	20	21	22
23	24	25 CB/RRA	26	27	28	29
30	1	2	3	4	5	6

MAY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
7	8	9 CB/GGP	10	11	12	13
14 Mother's Day	15	16 CS/PD/ Special GGP	17	18	19	20
21	22	23 CB/RRA	24	25	26	27
28	29 Memorial Day	30	31	1	2	3

JUNE 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6 CB/GGP	7	8	9	10
11	12	13 CS/PD	14	15	16	17
18 Father's Day	19	20 CB/RRA/ Budget Workshop	21	22	23	24
25	26	27	28	29	30	1

JULY 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
2	3	4 Independence Day	5	6	7	8
9	10	11 CS/PD	12	13	14	15
16	17	18 CB/RRA/GGP	19	20	21 NACo Annual Conference	22 NACo Annual Conference
23 NACo Annual Conference	24 NACo Annual Conference	25	26	27	28	29
30	31	1	2	3	4	5

AUGUST 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1 CB/GGP	2	3	4	5
6	7 County Fair	8 Special CB County Fair	9 County Fair	10 County Fair	11 County Fair	12 County Fair
13 County Fair	14	15	16	17	18	19
20	21	22 CS/PD	23	24	25	26
27	28	29 CB/RRA/ Budget Workshop	30	31	1	2

SEPTEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4 Labor Day	5	6	7	8	9
10	11	12 CB/GGP	13 AMC Fall Policy Conference	14 AMC Fall Policy Conference	15 AMC Fall Policy Conference	16
17	18	19 CS/PD	20	21	22	23
24	25	26 CB/RRA	27	28	29	30 ICMA Annual Conference

OCTOBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 ICMA Annual Conference	2 ICMA Annual Conference	3 ICMA Annual Conference	4 ICMA Annual Conference	5	6	7
8	9	10 CB/GGP	11	12	13	14
15	16	17 CS/PD	18	19	20	21
22	23	24 CB/RRA	25	26	27	28
29	30	31 Halloween	1	2	3	4

NOVEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7 Election Day	8	9	10 Veterans Day (observed)	11 Veterans Day
12	13 Budget Meeting	14 CB/RRA/ Budget Meeting	15	16 Budget Meeting	17	18
19	20	21 CS/PD/ Governance Workshop	22	23 Thanksgiving Day	24 Thanksgiving Friday	25
26	27	28 CB/GGP/ TNT Levy Meeting	29	30	1	2

DECEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4 AMC Annual Conference	5 AMC Annual Conference	6 AMC Annual Conference	7	8	9
10	11	12 CS/PD	13	14	15	16
17	18	19 CB/RRA/GGP	20	21	22	23
24	25 Christmas	26	27	28	29	30
31	1	2	3	4	5	6



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1395

Agenda #: 7.3

Meeting Date: 9/6/2022

DEPARTMENT: Budget

FILE TYPE: Regular Information

TITLE

Discussion Of 2023 Budget And Maximum Proposed Property Tax Levy

PURPOSE/ACTION REQUESTED

Discuss 2023 budget development status and implications for 2023 maximum proposed tax levy.

SUMMARY

On August 23, 2022, staff presented information at a County Board budget workshop on 2023 budget planning. As part of the workshop, staff presented four budget and tax levy scenarios, ranging from 0.0% to a 3.9% increase in the levy.

Key parameters and assumptions for 2023 planning, as discussed on August 23, 2022 include:

- Inflationary cost pressures on the current base (2022) level of activity and services are projected to add approximately \$11.21 million of additional pressure on property tax revenues for 2023. These pressures also include previously committed costs and unavoidable cost pressures above a 2.0% inflationary increase.
- Additional adjustments to planning base to reduce levy pressure:
 - Adjustment to annual vacancy savings (1.5% increase)
 - Reductions to mileage, office support costs and printing to account for changing work environment
 - Recognition of new revenues (\$2.8 million)
- For taxes payable in 2023, the County property tax base will be approximately 16.23 percent higher than for taxes payable in 2022. In general, if the tax levy grows at any rate lower than 16.23 percent for 2023, the County tax rate will decrease. The net change in the County portion of the 2023 tax bill for individual properties will depend on the combination of the County tax rate and the change in value for the given property.

As part of the 2023 budget process, the County Board is required by State Statute to adopt a resolution setting the maximum proposed property tax levy on or before September 30, 2022. The Board is scheduled to adopt the maximum tax levy resolution at the September 20, 2022 County Board meeting.

RECOMMENDATION

Staff will present the County Manager's recommendation for the 2023 maximum levy and discuss the implications. Following the meeting, a maximum tax levy resolution will be prepared for the

September 20, 2022 Board meeting.

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

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: Paul Sikorski

Author: Karen Cater



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1389

Agenda #: 9.1

Meeting Date: 9/6/2022

Adjournment