

# Board of Commissioners

## Minutes

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**May 7, 2024 - 9 a.m.**

**Council Chambers - Courthouse Room 300**

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The Ramsey County Board of Commissioners met in regular session at 9:02 a.m. with the following members present: Moran, Ortega, Xiong, and Frethem (Chair). The following members were absent: Commissioners Martinson, McGuire, and Reinhardt. Also present were acting County Manager Kathy Hedin, and Jada Lewis, Civil Division Director, Ramsey County Attorney's Office.

### ROLL CALL

Present: Frethem, Moran, Ortega, and Xiong  
Absent: Martinson, McGuire, and Reinhardt

### PLEDGE OF ALLEGIANCE

### LAND ACKNOWLEDGEMENT

Presented by Commissioner Moran.

1. Agenda of May 7, 2024 is Presented for Approval [2023-662](#)

Sponsors: County Manager's Office

Approve the agenda of May 7, 2024.

Motion by Xiong, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

2. Minutes from April 23, 2024 are Presented for Approval [2023-683](#)

Sponsors: County Manager's Office

Approve the April 23, 2024 Minutes.

Motion by Xiong, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

### PROCLAMATION

3. Proclamation: Asian American and Pacific Islander Heritage Month [2024-090](#)

Sponsors: Human Resources, County Manager's Office

Presented by Commissioner Ortega. Discussion can be found on archived video.

4. Proclamation: Correctional Officers Week [2024-121](#)

Sponsors: Sheriff's Office, Community Corrections

Presented by Commissioner Xiong. Discussion can be found on archived video.

## **PRESENTATION OF AWARD**

5. Ramsey County Employee Achievement Award: Cyndy Melby, Ramsey County Attorney's Office [2024-067](#)

Sponsors: Human Resources

None. For information and discussion only.

Presented by Commissioner Moran. Discussion can be found on archived video.

## **ADMINISTRATIVE ITEMS**

6. 2024 Special Board of Appeal and Equalization [2024-151](#)

Sponsors: County Assessor's Office

1. Appoint the Special Board of Appeal and Equalization members and designated chairs, to conduct the 2024 Ramsey County Special Board of Appeal and Equalization, as needed, on meeting days June 17, 2024 and adjourn on completion of business (excluding Saturday):
  - Jan Rapheal - District 1
  - Mitch Corbin - District 2
  - Jeanette Jones - District 3
  - Artika Tyner - District 3
  - Susan Gilmer- District 4
  - Ron Stevens (Chair) - District 5
  - Nuyeng Yang- District 6
  - Joy Erickson (Chair) - District 7
  - John Mascari - County Manager appointed
  - Patty Lammers - County Manager appointed
2. Approve the Procedural Rules to be adhered to by the 2024 Ramsey County Special Board of Appeal and Equalization.
3. Approve the Code of Ethics and Conduct Guidelines to be adhered to by the 2024 Ramsey County Special Board of Appeal and Equalization.
4. Authorize the County Manager to approve the payment of expenses for the 2024 Ramsey County Special Board of Appeal and Equalization and expenses for training for 2025 Ramsey County Special Board of Appeal and Equalization members as required by Minnesota Statutes, Section 274.13.

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: [B2024-070](#)

7. Appointment to the Ramsey County Extension Committee [2024-143](#)

Sponsors: County Manager's Office

Appoint the following individuals to the Ramsey County Extension Committee for a term beginning May 7, 2024 and ending on December 31, 2027.

- Alyssa Fabia
- Donna McDuffie (incumbent)

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: B2024-071

**8. Appointments to the Capital Improvement Program Advisory Committee**

[2024-146](#)

Sponsors: Finance

Appoint the following individuals to the Capital Improvement Program Advisory Committee for a term beginning May 7, 2024, and ending August 30, 2026:

- Patrick Ohalloran
- Melissa Favila

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: B2024-072

**9. Appointments to the Personnel Review Board**

[2024-144](#)

Sponsors: Human Resources

Appoint the following individuals to the Personnel Review Board for a four-year term beginning May 7, 2024 and ending August 1, 2028:

- Jeff Stephenson
- Beverly Farraher

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: B2024-073

**10. Appointments to the Ramsey County Library Advisory Board**

[2024-148](#)

Sponsors: Library

Appoint the following individuals to the Ramsey County Library Board for a one-year term beginning May 7, 2024 through December 31, 2024.

- Alexandra Kovarik
- Sandra Doubek

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: B2024-074

**11. Appointments to the Parks and Recreation Commission**

[2024-166](#)

Sponsors: Parks & Recreation

Appoint the following individuals to the Parks and Recreation Commission for a term beginning June 2, 2024, and ending June 2, 2027:

- Harold Harvey
- Brian Tempas
- Gregory Williams

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong  
Absent: Martinson, McGuire, and Reinhardt  
Resolution: B2024-075

**12. Certification of Property Assessed Clean Energy Charges for Energy Improvements**

[2024-142](#)

Sponsors: Community & Economic Development

1. Request the County Auditor to remove previous and current assessment and payments on the following property:  
Owner: HFS 428, LLC  
Property Address: 428 Minnesota Street, Saint Paul, MN 55101  
PIN: 31-29-22-43-1573
2. Request the County Auditor to apply previous and current assessment of PIN 31-29-22-43-1573 on the following property:  
Owner: HFS 428, LLC  
Property Address: 95 7th Place East, Saint Paul, MN 55101  
PIN: 31-29-22-43-1572
3. Request the County Auditor to extend the proposed special assessment plus interest on the following property:  
Owner: HFS 428, LLC  
Property Address: 95 7th Place East, Saint Paul, MN 55101  
PIN: 31-29-22-43-1572  
Project Type: Energy efficient management system  
Assessment Request: \$733,683.50  
Interest Rate: 4.25%  
Interest Starts Accruing: 01/01/2025  
Finance Period: 8 years  
Such assessments shall be payable in equal annual principal and interest installments extending over the term of the special assessment. The first of the installments shall be payable with general property taxes in 2024, and shall bear interest at the rates per annum and interest start date stated above, and to the first installment shall be added interest on the entire assessment from the interest start date until December 31 of the tax payable year to which the first installment will be extended, and to each subsequent installment, when due, shall be added interest for one year on all unpaid installments and to each installment shall also be added the special assessment administration fee required by Minnesota Statutes section 429.061, subd. 5.
4. Direct the Chief Clerk to send a certified copy of this Resolution to the County Auditor to extend the assessment for PIN 31-29-22-43-1572 on the property tax lists of the county.

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong  
Absent: Martinson, McGuire, and Reinhardt  
Resolution: B2024-076

**13. Request for Proposals for Communication Services for Individuals In-Custody**

[2024-149](#)

Sponsors: Sheriff's Office

Authorize the issuance of Request for Proposals for communication services for individuals in-custody in accordance with the county's procurement policies and procedures, with direction to staff to return to the Ramsey County Board of Commissioners with a recommendation for selection of a contractor.

Discussion can be found on archived video.

Motion by Ortega, seconded by Xiong. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: B2024-077

- 14.** Grant Agreements with the Minnesota Department of Public Safety for Therapeutic Youth Treatment Homes and Violence Prevention - Wrap Around Services [2024-123](#)

Sponsors: Health and Wellness, Safety and Justice, County Attorney's Office, Sheriff's Office

1. Ratify the submittal of the grant application to the Minnesota Department of Public Safety for Therapeutic Youth Treatment Homes in the amount of \$4,640,675.
2. Accept a grant award from and approve a grant agreement with the Minnesota Department of Public Safety for Therapeutic Youth Treatment Homes in the amount of \$ \$4,640,675.
3. Ratify the submittal of the grant application to the Minnesota Department of Public Safety for Violence Prevention - Wrap Around Services in the amount of \$4,750,000.
4. Accept a grant award from and approve a grant agreement with the Minnesota Department of Public Safety for Violence Prevention - Wrap Around Services in the amount of \$4,750,000.
5. Authorize the Chair and Chief Clerk to execute the grant agreements.
6. Authorize the County Manager to enter into expenditure grant agreements and execute amendments to agreements in a form approved by Finance and the County Attorney's Office, provided the amounts are within the limits of the approved expenditure grant agreement program budget.
7. Approve an increase in personal complement to the Office of Health and Wellness by 2.0 Full Time Equivalents.

Discussion can be found on archived video.

Motion by Moran, seconded by Xiong. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: B2024-078

## **POLICY ITEM**

- 15.** Appointment of Commissioner Frethem to the Willow Lake Nature Preserve Foundation Board of Directors and Northeast Youth & Family Services Board of Directors [2024-157](#)

Sponsors: Board of Commissioners

1. Approve the appointment of Commissioner Frethem to the Willow Lake Nature Preserve Foundation Board of Directors through December 31, 2024.
2. Approve the appointment of Commissioner Frethem to the Northeast Youth & Family Services Board of Directors through December 31, 2024.
3. Authorize the Chair to execute such outside boards' internal resolutions, appointing documents and/or other governing documents, effecting or otherwise directly furthering the authorized appointments, in a form approved by the County Attorney's Office.

Motion by Moran, seconded by Ortega. Motion passed.

Aye: Frethem, Moran, Ortega, and Xiong

Absent: Martinson, McGuire, and Reinhardt

Resolution: B2024-079

## **LEGISLATIVE UPDATE**

Presented by Commissioner Moran. Discussion can be found on archived video.

## **COUNTY CONNECTIONS**

Presented by acting County Manager, Kathy Hedin. Discussion can be found on archived video.

## **OUTSIDE BOARD AND COMMITTEE REPORTS**

Discussion can be found on archived video.

## **BOARD CHAIR UPDATE**

Presented by Chair Frethem. Discussion can be found on archived video.

## **ADJOURNMENT**

Chair Frethem declared the meeting adjourned at 10:38 a.m.