



Board of Commissioners

Minutes

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

April 6, 2021 - 9 a.m.

Council Chambers - Courthouse Room 300

The Ramsey County Board of Commissioners met virtually in regular session at 9:00 a.m. with the following members present: Frethem, MatasCastillo, McDonough, McGuire, Ortega, Reinhardt, and Chair Carter. Also present were Ryan O'Connor, County Manager, and Sam Clark, Civil Division Director, Ramsey County Attorney's Office.

ROLL CALL

Present: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

PLEDGE OF ALLEGIANCE

1. Agenda of April 6, 2021 is Presented for Approval. [2021-174](#)
Sponsors: County Manager's Office
Approve the agenda of April 6, 2021.
2. Minutes from March 23, 2021 are Presented for Approval [2021-175](#)
Sponsors: County Manager's Office
Approve the March 23, 2021 Minutes.

PRESENTATION

3. Employee Achievement Awards: Karen Dyson, Workforce Solutions; Mina Hang, Financial Assistance Services [2021-167](#)
None. For information and discussion only.
Commissioner Reinhardt presented the employee achievement award to Karen Dyson, employment guidance counselor aid in Workforce Solutions. Commissioner Frethem presented the employee achievement award to Mina Hang, financial worker for Financial Assistance Services. Remarks and discussion can be found on archived video.

INFORMATION

4. COVID Information [2021-177](#)
Sponsors: County Manager's Office
Presented by County Manager Ryan O'Connor. Dr. Lynne Ogawa, Medical Director - Public Health, and Laura Anderson, Deputy Incident Commander - Public Health contributed to the discussion. Discussion can be found on archived video. Discussion can be found on archived video.

ADMINISTRATIVE ITEMS

6. Joint Powers Agreement with City of Saint Paul for Multi-Jurisdictional Emergency Rental Assistance Tenant Application Program [2021-163](#)

Sponsors: Financial Assistance Services

1. Approve the Joint Powers Agreement with the City of Saint Paul to implement the Multi-Jurisdictional Emergency Rental Assistance Tenant Application Program.
2. Authorize the Chair and Chief Clerk to execute the Joint Powers Agreement.
3. Authorize the County Manager to enter into cooperative and joint solicitations and contracts with the City of Saint Paul as necessary to implement the Multi-Jurisdictional Emergency Rental Assistance Tenant Application Program as outlined in the Joint Powers Agreement.
4. Authorize the County Manager to enter into contracts and agreements, and execute amendments to contracts and agreements as necessary to implement the Multi-Jurisdictional Emergency Rental Assistance Tenant Application Program, in a form approved by the County Attorney's Office and in accordance with the County's procurement policies and procedures, provided the amounts are within the limits of the funding.

Motion by McDonough, seconded by Reinhardt. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: [B2021-074](#)

7. Terms of Collective Bargaining Agreements with Law Enforcement Labor Services #184 Commanders for the Year 2021. [2021-165](#)

Sponsors: Human Resources

1. Approve the terms of the collective bargaining agreement with Law Enforcement Labor Services #184 for the year 2021.
2. Authorize the Chair and the County Manager, as representatives of the County to approve and sign the agreement incorporating these terms and conditions.

Motion by McDonough, seconded by Reinhardt. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: [B2021-075](#)

9. Permanent and Temporary Construction Easements with the City of Maplewood at Fish Creek Open Space [2021-166](#)

Sponsors: Parks & Recreation

1. Approve Temporary Construction Easements with the City of Maplewood on the east and west side of Sterling Street for improvements to the Sterling Street Bridge on County property in Fish Creek Open Space.
2. Approve Permanent Easements with the City of Maplewood on the east and west side of Sterling Street for improvements to the Sterling Street Bridge on County property in Fish Creek Open Space.
3. Authorize the Chair and Chief Clerk to execute the easement agreements.

Motion by McDonough, seconded by Reinhardt. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: [B2021-076](#)

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- 11.** Contract with Sheehy Construction Company for the Metro Square Building Escalator/Staircase - Removal/Installation Project [2021-044](#)
- Sponsors: Property Management
1. Approve the contract with Sheehy Construction Company, 360 Larpenteur Avenue West, Suite 200, Saint Paul, Minnesota, 55113, for the Metro Square Building Escalator/Removal -- Staircase/Installation, for the period of April 7, 2021 through April 6, 2023, in a not to exceed amount of \$948,300.
 2. Authorize the Chair and Chief Clerk to execute the contract.
 3. Authorize the County Manager to approve and execute change orders and amendments to the contract, in accordance with Procurement policies and procedures, provided the amounts are within the approved Property Management Building Improvements Budget.
- Motion by McDonough, seconded by Reinhardt. Motion passed.
Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt
Resolution: [B2021-077](#)
- 12.** Project Labor Agreements for Public Works 2021 Construction and Pavement Preservation Projects [2021-164](#)
- Sponsors: Public Works
- Determine that Project Labor Agreements shall not be used on any 2021 construction or pavement preservation projects.
- Motion by McDonough, seconded by Reinhardt. Motion passed.
Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt
Resolution: [B2021-078](#)
- 14.** 2021 Designation of Depositories and Delegation to Make Electronic Funds Transfers [2021-158](#)
- Sponsors: Finance
1. Approve the designation of depositories to US Bank, Bremer Bank, Tradition, Minnesota State Board of Investment, and Minnesota Association of Governments Investing for Counties.
 2. Authorize the Chief Financial Officer, or their designees, to make Electronic Funds Transfers.
- Motion by McDonough, seconded by Reinhardt. Motion passed.
Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt
Resolution: [B2021-079](#)
- 15.** January 2021 Report of Contracts, Grant and Revenue Agreements, Emergency Purchases, Sole Source, Single Source Purchases and Final Payments [2021-162](#)
- Sponsors: Finance
- Accept the monthly report of contracts, grant and revenue agreements, emergency purchases, sole source and single source purchases and final payments for the month of January 2021.
- Motion by McDonough, seconded by Reinhardt. Motion passed.
Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt
Resolution: [B2021-080](#)
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5. Award from the State of Minnesota Department of Human Services for a Preschool Development Grant [2021-161](#)

Sponsors: Health and Wellness Administration

1. Ratify the submittal of a grant application to the Minnesota Department of Human Services (DHS) for a State Fiscal Year 2021-2022 Preschool Development Grant.
2. Accept and approve a grant award from the Minnesota Department of Human Services for a Preschool Development Grant for the period of contract execution date through December 30, 2022 in the amount of \$270,000.
3. Authorize the Chair and Chief Clerk to execute the grant contract.
4. Authorize the County Manager to enter into agreements and contracts, and execute change orders and amendments to agreements and contracts, in accordance with the County's procurement provided the amounts are within the limits of the grant funding.

Discussion can be found on archived video.

Motion by Frethem, seconded by McGuire. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: [B2021-081](#)

8. 2021 Workforce Innovation and Opportunity Act Unified Local Youth Plan [2021-159](#)

Sponsors: Workforce Solutions

1. Approve the submission of the 2021 Unified Local Youth Plan for the Workforce Innovation and Opportunity Act Youth and Minnesota Youth Program.
2. Authorize the County Manager to apply for and accept youth program funds once funds become available from the Minnesota Department of Employment and Economic Development.
3. Authorize the County Manager to execute the grant agreement.
4. Authorize the County Manager to enter into agreements and amendments to agreements in accordance with the County's procurement policies and procedures, provided the amounts are within the limits of the grant funding.
5. Authorize the County Manager to make temporary cash loans, as needed, from the County General Fund to Workforce Solutions to cover program expenses until Federal and State youth program funds are received, with repayment to be made upon receipt of the funds.

Discussion can be found on archived video.

Motion by MatasCastillo, seconded by McDonough. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: [B2021-082](#)

10. Vadnais-Snail Lakes Regional Park Master Plan Amendment [2021-069](#)

Sponsors: Parks & Recreation

Approve the Vadnais-Snail Lakes Regional Park Master Plan Amendment dated January 15, 2021 for submission to the Metropolitan Council.

Discussion can be found on archived video.

Motion by Frethem, seconded by McDonough. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: [B2021-083](#)

13. Amendment to the Administrative Code to Reflect Enterprise Risk Management Functions and Establishing Authority for Claims

[2021-148](#)

Sponsors: Finance

1. Amend the Administrative Code related to the Enterprise Risk Management structure as follows:
 - a. Eliminate the risk management duties assigned to the County Attorney's Office in Administrative Codes 4.03.31 and 4.03.40
 - b. Create an Enterprise Risk Management Section, Administrative Code 4.46.70, under Finance
 - c. Assign the risk management duties to Finance in Administrative Code 4.46.70
2. Adopt a tiered settlement authority structure for self-insured vehicle, general liability/tort claims, litigated and non-litigated claims by:
 - a. Amend Administrative Codes 3.40.21 and 4.03.40 to reflect the joint authority over the claims
 - b. Add the following tiered claims table to Administrative Code 4.46.70 Enterprise Risk Management

<u>Settlement authority level</u>	<u>Authority</u>
\$0-\$15,000	Ramsey County Enterprise Risk Manager and the Ramsey County Attorney's Office Civil Division
Director	(jointly delegated authority)
\$15,000.01-\$30,000	Ramsey County Manager, Ramsey County Chief Financial Officer and Ramsey County Attorney, or
their	designees (jointly delegated authority)
Greater than \$30,000	Ramsey County Board via closed meeting

3. Direct the Chief Clerk of the county Board to amend the Administrative Code to reflect the approved amendments.

Motion by Frethem, seconded by McDonough. Motion passed.

Aye: Carter, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Nay: Frethem

Resolution: [B2021-084](#)

LEGISLATIVE UPDATE

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

OUTSIDE BOARD AND COMMITTEE REPORTS

Discussion can be found on archived video.

COUNTY CONNECTIONS

Presented by County Manager, Ryan O'Connor. Discussion can be found on archived video.

BOARD CHAIR UPDATE

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

PRESENTATION OF AWARD

16. Recognition Award to Janet Guthrie, Director of Administrative Services and Chief Clerk to the County Board [2021-176](#)

Sponsors: Board of Commissioners

Presented by Commissioner MatasCastillo to Janet Guthrie, Director of Administrative Services and Chief Clerk to County Board upon her retirement after 21 years with Ramsey County. Remarks and discussion can be found on archived video.

ADJOURNMENT

Chair Carter declared the meeting adjourned at 11:25 a.m.