



Board of Commissioners Minutes

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

October 17, 2023 - 9 a.m.

Council Chambers - Courthouse Room 300

The Ramsey County Board of Commissioners met in regular session at 9:01 a.m. with the following members present: Frethem, Moran, Ortega, Reinhardt, Xiong and Chair Martinson. Also present were Ryan O'Connor, County Manager, and Jada Lewis, Civil Division Director, Ramsey County Attorney's Office.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGEMENT

Read by Commissioner Moran.

1. Agenda of October 17, 2023 is Presented for Approval [2023-275](#)

Sponsors: County Manager's Office

Approve the agenda of October 17, 2023.

Motion by Frethem, seconded by Xiong. Motion passed.

Aye: Frethem, Martinson, Moran, Ortega, Reinhardt, and Xiong

Absent: McGuire

2. Minutes from October 10, 2023 are Presented for Approval [2023-292](#)

Sponsors: County Manager's Office

Approve the October 10, 2023 Minutes.

Motion by Moran, seconded by Xiong. Motion passed.

Aye: Frethem, Martinson, Moran, Ortega, Reinhardt, and Xiong

Absent: McGuire

PROCLAMATION

3. Proclamation: Disability Employment Awareness Month [2023-447](#)

Sponsors: Financial Assistance Services, Social Services

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

PRESENTATION OF AWARD

4. Presentation: Inaugural Emerging and Diverse Developers Program [2023-452](#)

Graduation

Sponsors: Community & Economic Development

None. For information and discussion only.

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

ADMINISTRATIVE ITEMS

5. Single Source Agreement with KNOWiNK, LLC for Election Poll Pad System and Professional Support Services [2023-173](#)

Sponsors: Information and Public Records Administration

1. Approve the selection of and single source agreement with KNOWiNK, LLC, 460 N. Lindbergh Boulevard, Saint Louis, MO, 63141 for an electronic poll pad system and professional support services for the period October 17, 2023 through October 18, 2026 and may be renewed for up to two additional three-year periods, for the not to exceed amount of \$1,141,052.
2. Authorize the Chair and the Chief Clerk to execute the agreement.
3. Authorize the County Manager to approve amendments to agreements in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of available funding.

Motion by Moran, seconded by Reinhardt. Motion passed.

Aye: Frethem, Martinson, Moran, Ortega, Reinhardt, and Xiong

Absent: McGuire

Resolution: [B2023-178](#)

6. Temporary Construction Easement and Access Agreement with VCI-VICRAMP, LLC [2023-446](#)

Sponsors: Property Management

1. Approve the temporary construction easement with VCI-VICRAMP, LLC, 344 Wabasha Street North, Saint Paul, MN, for construction of ingress and egress access to the city of Saint Paul skyway, at 360 Wabasha Street North, Saint Paul, MN, for the period of agreement execution through December 31, 2024.
2. Approve the access agreement with VCI-VICRAMP, LLC, 344 Wabasha Street North, Saint Paul, MN, for permanent ingress and egress access to the city of Saint Paul skyway, at 360 Wabasha Street North, Saint Paul, MN, for the one-time amount of \$1,000 and an annual fee of \$500 for the first five years, with a fee increase of \$200 for each subsequent five-year period.
3. Authorize the Chair and Chief Clerk to execute the temporary easement and access agreement.

Motion by Moran, seconded by Reinhardt. Motion passed.

Aye: Frethem, Martinson, Moran, Ortega, Reinhardt, and Xiong

Absent: McGuire

Resolution: [B2023-179](#)

8. Cooperative Agreement with the City of Saint Paul for Winter Recreation Operations [2023-449](#)

Sponsors: Parks & Recreation

1. Approve the cooperative agreement with the city of Saint Paul, 15 West Kellogg

Boulevard, Saint Paul, MN 55102 for a joint ski pass system and shared use of the Battle Creek Recreation center for the period of November 1, 2023, through August 31, 2024.

2. Authorize the Chair and Chief Clerk to execute the cooperative agreement.
3. Authorize the County Manager to renew the cooperative agreement up to two additional one-year terms with all other terms and conditions remaining the same, in a form approved by the County Attorney's Office.

Motion by Moran, seconded by Reinhardt. Motion passed.

Aye: Frethem, Martinson, Moran, Ortega, Reinhardt, and Xiong

Absent: McGuire

Resolution: B2023-180

7. Minnesota Family Investment Program Biennial Service Agreement for 2024-2025 [2023-438](#)

Sponsors: Workforce Solutions

1. Approve the submission of an application to the Minnesota Department of Human Services for the 2024-2025 Minnesota Family Investment Program Biennial Service Agreement Grant in an amount of \$18,554,034 annually.
2. Authorize the acceptance and expenditure of grant awarded funds from the Minnesota Department of Human Services for the Temporary Assistance for Needy Families Block Grant for the period of January 1, 2024 through December 31, 2025.
3. Authorize the County Manager to apply for and accept additional grant funds from the Minnesota Department of Human Services for the period of January 1, 2024 through December 31, 2025.
4. Authorize the County Manager to enter into agreements and execute 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 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 of funding are within the limits of the approved expenditure grant agreement program budget.
6. Authorize the County Manager to make temporary transfers, as needed, from the County General Fund to Workforce Solutions to cover program expenses until program funds are received, with repayment to be made upon receipt of the funds.

Motion by Moran, seconded by Reinhardt. Motion passed.

Aye: Frethem, Martinson, Moran, Ortega, Reinhardt, and Xiong

Absent: McGuire

Resolution: B2023-181

COUNTY CONNECTIONS

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

ADJOURNMENT

Chair Martinson declared the meeting adjourned at 10:16 a.m.