



# Board of Commissioners Minutes

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

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**February 27, 2024 - 9 a.m.**

**Council Chambers - Courthouse Room 300**

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The Ramsey County Board of Commissioners met in regular session at 9:04 a.m. with the following members present: Frethem, McGuire, 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, McGuire, Moran, Ortega, Reinhardt, and Xiong

## **PLEDGE OF ALLEGIANCE**

## **LAND ACKNOWLEDGEMENT**

Presented by Commissioner Reinhardt.

1. Agenda of February 27, 2024 is Presented for Approval [2023-653](#)

Sponsors: County Manager's Office

Approve the agenda of February 27, 2024.

Motion by McGuire, seconded by Ortega. Motion passed.

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

2. Minutes from February 20, 2024 are Presented for Approval [2023-675](#)

Sponsors: County Manager's Office

Approve the February 20, 2024 Minutes.

Motion by Moran, seconded by Xiong. Motion passed.

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

## **ADMINISTRATIVE ITEMS**

4. Amendment to the Joint Powers Agreement with the City of Saint Paul for the Emergency Solutions Grant [2024-036](#)

Sponsors: Housing Stability

1. Approve the amended and restated Joint Powers Agreement with the city of Saint Paul for the Emergency Solutions Grant.
2. Authorize the County Manager to execute the amended and restated Joint Powers Agreement.
3. Authorize the County Manager to approve and execute amendments and change orders to agreements and contracts in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of available funding.

Motion by Reinhardt, seconded by McGuire. Motion passed.

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

Resolution: B2024-034

**5. Project Budget for the Library Fire Panel and Building Automation System Upgrades**

[2023-575](#)

Sponsors: Economic Growth and Community Investment

1. Accept and approve the Library Fire Panel and Building Automation System Upgrades project budget and financing plan in the amount of \$415,000.
2. Authorize the County Manager to establish a project budget of \$415,000 for the Library Fire Panel and Building Automation System project in the Property Management's Library Capital Projects Fund.
3. Authorize the County Manager to transfer up to \$415,000 from the 2023 Library Fund Balance to fund the Library Fire Panel and Building Automation System project.

Motion by Reinhardt, seconded by McGuire. Motion passed.

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

Resolution: B2024-035

**7. Salary Schedule and Grade for Contract Attorney Unit Manager - Safety & Justice Service Team - Unclassified Position**

[2024-043](#)

Sponsors: Human Resources

1. Approve the salary schedule and grade for a new unrepresented job classification: Contract Attorney Unit Manager - Safety & Justice Service Team - Unclassified position.
2. Approve designation of a new classification to the unclassified service in accordance with Minnesota Statutes 383A.285, Subdivision 3:
  - Job Classification: Contract Attorney Unit Manager - Safety & Justice Service Team - Unclassified
  - Schedule: 98B
  - Grade: 41W
  - Annual Salary Range: \$113,598 - \$168,883
3. Authorize the Chair and County Manager to sign the Memorandum of Understanding with the Ramsey County Attorney's Office.

Motion by Reinhardt, seconded by McGuire. Motion passed.

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

Resolution: B2024-036

**3. Grant Award from the United States Department of Justice for the Byrne Discretionary Grants Program**

[2024-031](#)

Sponsors: Housing Stability

1. Ratify the submittal of the grant application to the United States Department of Justice, Office of Justice Programs, Office for Victims of Crime (OVC), Washington, D.C., 20531, for the Byrne Discretionary Grants Program in the amount of \$2,000,000.
2. Accept a grant award and approve a grant agreement with the United States Department of Justice, for the Byrne Discretionary Grants Program in the amount of \$2,000,000 for the period of upon execution of the contract through May 31, 2025.
3. Authorize the Chair and Chief Clerk to execute the grant agreement.
4. Approve a Joint Powers Agreement with the city of Saint Paul as a subrecipient of this grant award.
5. Authorize the Chair and Chief Clerk to execute the Joint Powers Agreement.

6. 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.

Discussion can be found on archived video.

Motion by Reinhardt, seconded by Ortega. Motion passed.

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

Resolution: B2024-037

6. 2024 - 2028 Transportation Improvement Program

[2024-044](#)

Sponsors: Public Works

1. Adopt the 2024-2028 Public Works Transportation Improvement Program.
2. Authorize the County Engineer to prepare plans and agreements for all projects identified in the Transportation Improvement Program and to issue solicitations in accordance with County policies and procedures and the Minnesota Department of Transportation's list of "Pre-Qualified Vendors by Work Type."
3. Authorize the County Surveyor to execute Right of Way Plats and Certificate of Surveys for Highway projects that require the determination of existing right of way for the delineation and /or acquisition of property for planning studies or disposition of excess County property.
4. Authorize the County Manager to enter into agreements and execute change orders and amendments to agreements, supplemental agreements, and agreements related to the expenditure of Transportation Improvement Program Project Funds utilizing County State Aid, Federal, State, and participating funding associated with the construction of the approved projects in the 2024-2028 or a previously approved Transportation Improvement Program in accordance with the county's procurement policies and procedures.
5. Authorize the County Engineer and County Attorney to acquire temporary easements, permanent easements, fee title, and enter into Limited Use Permits with the state of Minnesota for projects in the 2024-2028 Public Works Transportation Improvement Program, or previously approved Transportation Improvement Program, by negotiation or condemnation.
6. Authorize the County Engineer to approve negotiated settlements for up to \$100,000 over the Ramsey County's appraised value per parcel for temporary and permanent easements and fee title.
7. Authorize the County Manager to approve and execute purchase agreements, settlements, closing documents, Limited Use Permits, and other related real estate documentation associated with Ramsey County Board approved acquisitions of real property.
8. Authorize the County Manager to approve and execute cooperative agreements and maintenance agreements with cities, counties, the state, and other governmental agencies for their participation in projects listed in the 2024-2028 Public Works Transportation Improvement Program or previously approved Transportation Improvement Program.
9. Authorize temporary cash loans from the County General Fund to the Road and Bridge Capital Improvement Program fund and the Wheelage Tax fund for costs of projects listed in the 2024-2028 Public Works Transportation Improvement Program, or previously approved Transportation Improvement Program, and for maintenance project expenditures occurring before bond or wheelage tax proceeds are received pending receipt of Federal, County State Aid Highway, state, participating funds.
10. Authorize the County Engineer to submit grant applications for state and federal funding for projects listed in the 2024-2028 Public Works Transportation Improvement Program.

11. Authorize the County Manager to accept grants and execute grant agreements agreeing to the grant terms and conditions for grant award. For grants that so require, Ramsey County agrees to be responsible for any additional amount by which the cost exceeds the county's construction cost estimate and will return to the grantor any grant amount appropriated for the project but not utilized for the project under the terms of the grant agreement.
12. Authorize the County Manager or designee to provide statements of support to county constituent cities for grant applications being pursued by the cities.
13. Authorize an increase of up to 16 Full Time Equivalent staff to Public Works staff and 2 Full Time Equivalent staff to EGCI Administration - Finance's complement to support the increase in the Public Works program.
14. Authorize the County Manager to set up a new fund to account for the Transportation Advancement Account funds and any new projects needed to implement the 2024-2028 Public Works Transportation Improvement Program.
15. Adjust the Public Works 2024 Operating Budget to reflect the receipt of \$11,000,000 from the Transportation Advancement Account taxes, including the auto parts tax, regional sales tax, and delivery fee.
16. Adjust the Public Works 2024 Operating Budget to reflect the receipt of one-time funds in the amount of \$3,554,539.
17. Authorize the County Manager to make budget transfers between the Operating Budget and Capital Budget for the amounts in #15 and #16 to support the 2024-2028 Public Works Transportation Improvement Program.

Discussion can be found on archived video.

Motion by Reinhardt, seconded by Frethem. Motion passed.

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

Resolution: B2024-038

## **LEGISLATIVE UPDATE**

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

## **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.

## **OUTGOING COUNTY MANAGER REMARKS**

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

## **ADJOURNMENT**

Chair Martinson declared the meeting adjourned at 10:40 a.m.

## **CLOSED MEETING**

Pursuant to Minnesota Statutes 13D.05 subdivision 3(b) in order to discuss Maryann Tucker, parent of D.T. v. Dwight FontaeSmith and Ramsey County, the Ramsey County Board will meet in a closed meeting, which is not open to the public.

In Re Maryann Tucker, parent of D.T. v. Dwight FontaeSmith and Ramsey County

The Closed Meeting was called to order at 12:30 p.m. with the following members present: Commissioners Frethem, McGuire, Moran, Ortega, Reinhardt, Xiong and Chair Martinson. Also present: Ryan O'Connor, County Manager; Jada Lewis, Director of Civil Division, Office of the Ramsey County Attorney; Monica long, Director of Community Corrections; Elizabeth Tolzmann, Chief of Staff, County Manager's Office; Kristine Nogosek, Assistant Ramsey County Attorney, Office of the Ramsey County Attorney; Kathy Hedin, Deputy County Manager, Health and Wellness Service Team; Morgan Reiman-Nagel, Data Compliance Manager, Compliance & Ethics Office; Jason Patten, Claims Analyst, Finance; Susan Earle, Budget Director, Finance; and Mee Cheng, Chief Clerk - County Board, County Manager's Office.

Motion by Commissioner Reinhardt, seconded by Commissioner McGuire. Unanimously approved.

NOW, THEREFORE, BE IT RESOLVED, the Board of Ramsey County Commissioners authorizes the Office of the Ramsey County staff to proceed as discussed in this closed meeting (B2024-039).

The closed meeting was adjourned at 1:02 p.m.