

A G E N D A

Dakota County Board of Commissioners Special Meeting

April 28, 2020
9:00 AM

View Live Broadcast <https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>

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 Tuesday, April 28, 2020.
Instructions on how to participate will be sent to anyone interested.

1. **Call To Order And Roll Call**

2. **Pledge Of Allegiance**

3. **Audience**

Anyone wishing to address the County Board on an item not on the agenda or an item on the consent agenda may notify the Clerk to the Board and instructions will be given to participate during the meeting. Comments can be sent to CountyAdmin@co.dakota.mn.us

4. **Approval Of Agenda** (Additions/Corrections/Deletions)

CONSENT AGENDA

5. **County Board/County Administration**

5.1 *County Administration* - Designation Of Dakota County Tribune As Official Newspaper Of Record

REGULAR AGENDA

6. **County Board/County Administration**

6.1 *County Administration* – INFORMATION - Update On Monitoring And Response To Coronavirus Outbreak

6.2 *County Administration* – INFORMATION - Legislative Update

7. **Public Services And Revenue**

7.1 *Property Taxation And Records* - Approval Of Abatement Of Penalty On First Half 2020 Property Taxes Until July 15, 2020

8. **County Manager's Report**

9. **Adjournment**

For more information, call 651-438-4417
Dakota County Board meeting agendas are available online at
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
Public Comment can be sent to CountyAdmin@co.dakota.mn.us

DAKOTA COUNTY BOARD OF COMMISSIONERS

Designation Of Dakota County Tribune As Official Newspaper Of Record

Meeting Date: 4/28/2020	Fiscal/FTE Impact:
Item Type: Consent-Action	<input type="checkbox"/> None <input type="checkbox"/> Other
Division: County Administration/County Board	<input checked="" type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: County Administration	<input type="checkbox"/> New FTE(s) requested
Contact: Reynolds, Jennifer	Board Goal: Excellence in public service
Contact Phone: (651) 438-4417	Public Engagement Level: N/A
Prepared by: Reynolds, Jennifer	

PURPOSE/ACTION REQUESTED

Designate and authorize a contract with Dakota County Tribune for the printing of County legal notices from May 8, 2020, through December 31, 2020.

SUMMARY

The Dakota County Board of Commissioners is required by Minn. Stat. § 375.12 to advertise for bids for County legal printing and award of bid at the first Board meeting of the year. By Resolution No. 20-007 (January 7, 2020), the County Board awarded the bid for the printing of County legal notices to the Hastings Star Gazette.

On April 8, 2020, County Administration was notified that due to the economic impact of the COVID-19 pandemic, RiverTown Multimedia, which publishes the Hastings Star Gazette has made the decision to cease publication. The final issue will be May 7, 2020.

Minn. Stat. § 375.12 states if the official newspaper of the county ceases to exist for any reason except consolidation with another newspaper, the county board may designate another newspaper for the remainder of the year.

RECOMMENDATION

Staff recommends contracting with The Dakota County Tribune for the publishing of legal notices from May 8, 2020, through December 31, 2020. This recommendation is based on priority of designation from Minn. Stat. § 331A.04.

EXPLANATION OF FISCAL/FTE IMPACTS

Funds for County legal notice printing are included in the County Administration budget.

Supporting Documents:

Previous Board Action(s):
20-007; 1/7/20

RESOLUTION

WHEREAS, the Dakota County Board of Commissioners is required by Minn. Stat. § 375.12 to advertise for bids for County legal printing and award of bid at the first Board meeting of the year; and

WHEREAS, by Resolution No. 20-007 (January 7, 2020), the County Board awarded the bid for the printing of County legal notices to the Hastings Star Gazette; and

WHEREAS, the Hastings Star Gazette has been the official newspaper of record for Dakota County to date; and

WHEREAS, on April 8, 2020, County Administration was notified that due to the economic impact of the COVID-19 pandemic, RiverTown Multimedia who publishes the Hastings Star Gazette has made the decision to cease publication, and the final issue will be May 7, 2020; and

WHEREAS, Minn. Stat. § 375.12 allows the County Board to designate another newspaper for the remainder of the year if the official newspaper of the County ceases to exist for any reason except consolidation with another newspaper; and

WHEREAS; recommendation of designating the Dakota County Tribune as the official newspaper for the remainder of the year, is based on priority of designation from Minn. Stat. § 331A.04.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby designates the Dakota County Tribune as the official newspaper of record for Dakota County from May 8, 2020 through December 31, 2020; and

BE IT FURTHER RESOLVED, That the County Administration Department is authorized to contract with the Dakota County Tribune for printing of County legal notices and designates newspapers for various publications, subject to approval by the County Attorney's Office as to form.

County Manager's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed---No Recommendation
- Reviewed---Information Only
- Submitted at Commissioner Request

Reviewed by (if required):

- County Attorney's Office
- Financial Services
- Risk Management
- Employee Relations
- Information Technology
- Facilities Management



County Manager

DAKOTA COUNTY BOARD OF COMMISSIONERS

Update On Monitoring And Response To Cornoavirus Outbreak

Meeting Date: 4/28/2020	Fiscal/FTE Impact:
Item Type: Regular-Information	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: County Administration/County Board	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: County Administration	<input type="checkbox"/> New FTE(s) requested
Contact: Smith, Matt	Board Goal: Excellence in public service
Contact Phone: (651) 438-4590	Public Engagement Level: N/A
Prepared by: Reynolds, Jennifer	

PURPOSE/ACTION REQUESTED

Update in response to the coronavirus (COVID-19) outbreak.

SUMMARY

Staff from the County's Public Health Department, Social Services Department, and the Operations, Management and Budget Division will provide an update at the meeting.

Dakota County is working with local, state and federal health officials in response to the novel coronavirus (COVID-19) outbreak.

Dakota County Public Health has activated a system that assigns emergency roles to staff and involves regular meetings to share COVID-19 updates. County staff is also communicating with the Minnesota Department of Health and the federal Centers for Disease Control and Prevention (CDC). This information is being communicated to hospitals, schools, city emergency managers and other community partners. In addition, the Public Health Department has activated a COVID-19 hotline for County residents to call with questions and concerns. Health care providers in the County are screening patients for signs and symptoms of the virus. Virus specimens of patients with systems are processed for testing either through a private laboratory or the Minnesota Department of Health laboratory. There is currently no vaccine to protect against COVID-19.

Dakota County's initial COVID-19 planning efforts focused on responding to the public health emergency and ensuring continuity of critical public services during the pandemic. While those efforts continue, County staff are also actively responding to expanded community needs brought about by COVID-19. Through Dakota County's Emergency Operations Center (EOC), County staff are distributing personal protective equipment (PPE) to cities and first responders, operating a centralized resource hotline to triage external requests for resources available to the public, and developing a communications plan for public promotion of various mental health resources available to the community during a time of increased need. Staff will provide an update on these activities and ongoing efforts to support cities and local communities in meeting growing needs in the COVID-19 era.

The County has activated the its Continuity of Operations Plan. The Operations Team has been meeting regularly. The Team has focused on delivery of essential services while continuing to protect the health and safety of the public and staff. Long term plans are being developed as the timeframe of this event continues to extend. Expenditures associated with the response are being tracked. Updates are being communicated to the Senior Leadership Team through regular briefings and staff is updated through postings on the County's Intranet site (DC Works). Managers and supervisors are being updated through Skype Townhall meetings on a regular basis.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Previous Board Action(s):

RESOLUTION

Information only; no action requested.

County Manager's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed---No Recommendation
- Reviewed---Information Only
- Submitted at Commissioner Request

Reviewed by (if required):

- County Attorney's Office
- Financial Services
- Risk Management
- Employee Relations
- Information Technology
- Facilities Management



County Manager

DAKOTA COUNTY BOARD OF COMMISSIONERS

Legislative Update

Meeting Date: 4/28/2020
 Item Type: Regular-Information
 Division: County Administration/County Board
 Department: County Administration
 Contact: Smith, Matt
 Contact Phone: (651) 438-4590
 Prepared by: Reynolds, Jennifer

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: Excellence in public service
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Receive an update on federal legislative activities, the 2020 Minnesota legislative session, and the status of County priorities.

SUMMARY

This item will offer an opportunity for the Legislative Advisory Workgroup (LAW) and staff to provide updates on federal legislative activities, the 2020 state legislative session, Minnesota Inter-County Association (MICA), Association of Minnesota Counties (AMC), and National Association of Counties (NACo) activities, related County activities and other legislative topics of interest to Dakota County.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Previous Board Action(s):

RESOLUTION

Information only; no action requested.

County Manager's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed---No Recommendation
- Reviewed---Information Only
- Submitted at Commissioner Request

Reviewed by (if required):

- County Attorney's Office
- Financial Services
- Risk Management
- Employee Relations
- Information Technology
- Facilities Management



County Manager

DAKOTA COUNTY BOARD OF COMMISSIONERS

Approval Of Abatement Of Penalty On First Half 2020 Property Taxes Until July 15, 2020

Meeting Date: 4/28/2020
 Item Type: Regular-Action
 Division: Public Services and Revenue
 Department: Property Taxation and Records
 Contact: Koethe, Amy
 Contact Phone: (651) 438-4370
 Prepared by: Koethe, Amy

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: A successful place for business and jobs
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Approval of abatement of penalty on first half 2020 property taxes until July 15, 2020, for certain taxpayers.

SUMMARY

Some taxpayers in Dakota County have concerns about their ability to pay property taxes due to the COVID-19 coronavirus pandemic, which has caused financial hardship. Under Minnesota law, real and personal property taxes are due and payable in two equal installments, May 15 and October 15 (November 15 for agricultural property) each year. The County collects property taxes on behalf of all taxing districts in its boundaries and distributes the taxes following collection.

On March 17, 2020 the Chair of the Dakota County Board of Commissioners declared a local emergency pursuant to Minn. Stat. §12.29, with consent from the County Board by Resolution No. 20-139 on March 20, 2020, due to the COVID-19 pandemic. Additionally, the President of the United States has declared a National Emergency and the Governor of the State of Minnesota has declared a Peacetime State of Emergency.

While counties do not have the legislative authority to extend the property tax due date, Minn. Stat. § 279.01, Subd. 2, authorizes a county board to abate penalty for late payment of property taxes in the current year upon finding that the imposition of the penalty would be unjust and unreasonable.

At this time of a declared local emergency, the imposition of a penalty for certain taxpayers can be considered unjust and unreasonable. The County Board may consider waiving the penalty for a period of 60 days through July 15, 2020, to provide certain taxpayers additional time to make payment. Taxpayers eligible for the penalty abatement would include all properties except the following: 1) taxpayers who escrow their first half property tax payment through a mortgage or escrow service, and 2) taxpayers with properties classified as utility, railroad, machinery and transmission lines.

Following the abatement period, statutory penalty rates would resume, at a rate of 5 percent for homestead properties and 9 percent for non-homestead properties through the remainder of July, with penalty increases each month thereafter as provided in statute.

Property taxes are a fundamental revenue source for local taxing districts to ensure sustainability of essential services and statutory mandates. To mitigate the effects of late collections, as a result of a penalty abatement period, the County may take further action and provide earlier and additional property tax distributions to taxing districts to ensure they receive tax revenues as soon as possible to support their essential services.

Staff has communicated with local schools, cities and townships, providing the abatement considerations. Responses received, consider the proposal of abatement, along with earlier and additional tax distributions, as a reasonable and manageable approach.

RECOMMENDATION

Staff requests that the Dakota County Board of Commissioners authorize an automatic abatement of penalty on the May 15, 2020 property tax payments for qualifying properties through July 15, 2020. Qualifying taxpayers include all properties except the following: 1) taxpayers who escrow their property tax payment through a mortgage or escrow service, and 2) taxpayers whose properties are classified as utility, railroad, machinery and transmission lines.

EXPLANATION OF FISCAL/FTE IMPACTS

Delayed tax payments will impact investment revenue.

Supporting Documents:

Previous Board Action(s):
20-139; 3/20/20

RESOLUTION

WHEREAS, on March 17, 2020 the Chair of the Dakota County Board of Commissioners declared a local emergency pursuant to Minn. Stat. §12.29, with consent from the County Board by Resolution No. 20-139 on March 20, 2020, due to the COVID-19 pandemic; and

WHEREAS, the President of the United States has declared a National Emergency and the Governor of the State of Minnesota has declared a Peacetime State of Emergency; and

WHEREAS, The Dakota County Board of Commissioners recognize the financial impact the COVID-19 pandemic has on property taxpayers; and

WHEREAS, Minn. Stat. § 279.01, Subd. 2, authorizes a county board to abate penalty for late payment of property taxes in the current year upon finding that the imposition of the penalty would be unjust and unreasonable; and

WHEREAS, at this time of a declared local emergency, the imposition of a penalty for certain taxpayers can be considered unjust and unreasonable; and

WHEREAS, property taxes are a fundamental revenue source for local taxing districts to ensure sustainability of essential services and statutory mandates.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby waive the penalty for late payment of property taxes that would otherwise be imposed between May 16, 2020 and July 15, 2020, for all taxpayers except the following: 1) taxpayers who escrow their property tax payment through a mortgage or escrow service, and 2) taxpayers with properties classified and utility, railroad, machinery and transmission lines; and

BE IT FURTHER RESOLVED, That early and additional tax distributions will be made, as is practical and reasonable, to local taxing districts to mitigate the effects of late collections as a result of a penalty abatement period.

County Manager's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed---No Recommendation
- Reviewed---Information Only
- Submitted at Commissioner Request

Reviewed by (if required):

- County Attorney's Office
- Financial Services
- Risk Management
- Employee Relations
- Information Technology
- Facilities Management



County Manager