



Committee of the Whole Government Operations Agenda

Tuesday, January 14, 2025
Anoka County Government Center

1:00 PM

Conference Room 710
2100 3rd Ave, Anoka, MN 55303

Public comments: Public comments are welcome at this time. In consideration of others wishing to speak, please limit comments to 2 minutes. Questions directed to the committee will not be answered immediately; however, whenever possible, all appropriate questions will be responded to in a timely and effective manner by county staff.

Community and Governmental Relations – *Commissioner Reinert*

1. Consider recommending Contract #C0011353, 2025 Independent Contractor Agreement for Lobbying and Professional Services with Miller/Wenhold Capitol Strategies, LLC, in an amount not to exceed \$80,000 for the period from January 1, 2025, through December 31, 2025. **See attached** worksheet.

Library – *Commissioner Reinert*

2. Consider recommending Resolution, #2025 GO-01 Accepting Donations from Patrons for the Anoka County Library. **See attached** resolution.

Veterans Services – *Commissioner Reinert*

3. Consider recommending Resolution, #2025 GO-02, Accepting Dedicated Donations for Anoka County Veteran Services. **See attached** resolution.

Finance – *Commissioner Jeppson*

4. Consider recommending the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, J.P. Morgan Chase NA, and BMO Harris Bank NA; and delegate the authority to make Electronic Funds Transfers to the Finance Department Chief Financial Officer and their designees. **See attached** worksheet.

Facilities Management – *Commissioner Jeppson*

5. Consider recommending Contract #C0011345 with Dering Pierson Group, 22401 Industrial Blvd, Rogers, MN 55374, for the Johnsville Library Remodel in an amount not to exceed \$210,700 which includes alternate 1 - **See attached** worksheet and bid tabulation.

Information Technology – *Mike Gamache*

6. Consider recommending a vendor award with Insight Public Sector, 6820 S Harl Avenue, Tempe, AZ, 85283 for the Network Switch Replacement Project in the amount of \$215,016.67. **See attached** worksheet.

7. Consider recommending Contract #C0011365 with SkyNorth Software, PO Box 761, West Fargo, ND, 58078 for professional services for Microsoft 365 Services including the SharePoint Online conversion in the amount of \$275,000 for a term through December 31, 2026. **See attached** worksheet.

Property Records & Taxation – *Commissioner Schulte*

8. Consider recommending Contract #C0011357 Joint Powers Agreement with Spring Lake Park ISD #16 for Election Services for the period beginning on February 1, 2025, and ending on December 31, 2025. **See attached** worksheet.

Information

9. Department Updates.



ANOKA COUNTY BOARD ACTION ITEM

January 8, 2025

ACTION REQUESTED	Consider approving Contract C0011353 with Miller/Wenhold Capitol Strategies, LLC, to provide federal lobbying services to accomplish County policy objectives.
BACKGROUND	<p>Miller/Wenhold Capitol Strategies, LLC, has provided Anoka County federal lobbying services for many years. The previous contract for 2024 expired December 31, 2024. This would be a new contract for January 1, 2025, through December 31, 2025, in the amount not to exceed \$80,000. The scope of work items below:</p> <ol style="list-style-type: none">I. SERVICES WITH RESPECT TO THE DESIGNATION OF FEDERAL DISCRETIONARY HIGHWAY FUNDS FOR IMPROVEMENTS TO UNITED STATES HIGHWAY 10/169, INTERSTATE HIGHWAY 35, 35W AND 35E, AND THE NATIONAL HIGHWAY SYSTEM (I.E. TH 65) CORRIDORS.II. SERVICES WITH RESPECT TO ENVIRONMENTAL STREAMLINING FOR TRANSPORTATION PROJECTSIII. SERVICES WITH RESPECT TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, (HUD) FAIR HOUSING ACTIV. SERVICES WITH RESPECT TO TRANSPORTATION RELATED PROJECTS AND ISSUES IMPACTING ANOKA COUNTYV. SERVICES WITH RESPECT TO FEDERAL POLICY IMPACTS ON COUNTY JAIL INMATE HEALTH CARE & RECIDIVISMVI. VA DEATH CERTIFICATESVII. MISCELLANEOUS SERVICES TO ADDRESS TOPICS THAT TRANSPIRE OVER THE COURSE OF THE ANNUAL CONTRACT
SUPPORTING DOCUMENTATION	The proposed 2025 contract is available upon request in the Community and government relations dept.
FUNDING SOURCE	Payment will be out of approved department budget(s).
RECOMMENDATIONS	Recommend approval of the 2025 Contract with Miller/Wenhold Capitol Strategies, LLC, for 2025 for professional federal lobbying services.

RESOLUTION #2025-GO01

**RESOLUTION ACCEPTING DONATIONS FROM
PATRONS**

WHEREAS, Friends of Fridley Senior Programs and patrons of the Anoka County Library have donated the following totaling \$4639.85 for the months of July through December 2024 to the Anoka County Library:

July through December Book Cart	\$3184.85
Friends of Fridley Senior Program	\$250.00
Marilyn Perry	\$30.00
Sharon Peckels	\$50.00
Catherine Slusar in memory of Anna LaBonte	\$1,000.00
Catherine Slusar in memory of Richard Ripken	\$100.00
Mark Davidson	\$25.00

WHEREAS, Minnesota Statute §465.03 requires the county to accept donations by resolution expressed in terms prescribed by the donor.

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby accept the donations of cash.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby wishes to extend grateful appreciation to the Friends of Fridley Senior Program and patrons for their generous cash donations to the Anoka County Library.

RESOLUTION #2025-GO2

**ACCEPTING DEDICATED DONATIONS
FOR ANOKA COUNTY VETERAN SERVICES**

WHEREAS, various organizations in and around the County of Anoka have provided donations to the Anoka County Veteran Services; and,

WHEREAS, the following have donated the specified sum to Anoka County Veteran Services, which will be given to Anoka County MedLink to defray costs for the Volunteer Transportation Program.

Richard and Julie Braastad	\$440
Wild River Bar and Grill	\$100
The Hideout Restaurant and Bar	\$100
E.J.'s, Inc.	\$50

WHEREAS, Minnesota Statute §465.03 requires a county to accept the donation by resolution expressed in terms prescribed by the donor in full; and,

WHEREAS, acceptance of the funds in accordance with the donor's terms is in the best interest of the County of Anoka:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby accept the above-described donations and extends its grateful appreciation to the donors.



ANOKA COUNTY BOARD

ACTION ITEM

January 14, 2025

FINANCE

ACTION REQUESTED	Consider recommending the county board approve the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, J.P. Morgan Chase NA, and BMO Harris Bank NA; and delegate the authority to make Electronic Funds Transfers to the Finance Department Chief Financial Officer and their designees.
BACKGROUND	Anoka County designates financial institutions to serve as depositories for county funds on an annual basis, in accordance with Minnesota Statutes 118A.02 and 385.07. Additionally, the County Board is requested to designate the authority to make Electronic Fund Transfers to the Finance Department Chief Financial Officer and their designees in accordance with Minnesota Statutes 471.38, Subd 3a.
SOLUTIONS	The County currently uses depositories at US Bank, Wells Fargo, and JP Morgan Chase, and has used a collateralized CD Program through BMO Harris Bank. All four of the banks have branches within the County. With the Electronic Funds Transfer designation, the County will provide this action to all banks where disbursements accounts exist, US Bank, Wells Fargo, and JP Morgan.
RECOMMENDATIONS	Approve the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, J.P. Morgan Chase NA, and BMO Harris Bank NA; and delegate the authority to make Electronic Funds Transfers to the Finance Department Chief Financial Officer and their designees.



ANOKA COUNTY

GENERAL OPERATIONS COMMITTEE ACTION ITEM

January 14, 2025

FM&C

ACTION REQUESTED	<p>Consider recommending the County Board approve Contract #C0011345 with Dering Pierson Group, 22401 Industrial Blvd, Rogers, MN 55374, for the Johnsville Library Remodel in an amount not to exceed \$210,700 which includes alternate 1 – bid tab attached.</p> <p>Other project expense to include 10% contingency of 22K.</p>
BACKGROUND	<p>The Johnsville Library has not been updated for 20+ years.</p> <p>This high traffic library needs updating to better serve the needs of this fast-growing community. A clean, welcoming, and flexible use environment will do much to serve the more than 74,000 annual visitors.</p> <p>Space designed to create the following:</p> <ul style="list-style-type: none">• Welcoming to kids of all ages with browsing bins to make finding books easier• Comfortable seating for families• Teen study area• Small meeting room.• Adults will have flexible seating and meeting spaces allowing them to use the computers or have the ability to utilize their own with ample electrical access and support <p>The renovation is part of the overall 10-year strategic plan for Libraries.</p>
FUNDING	Library Building Fund



BID TABULATION

PROJECT NAME Johnsville Library Remodel

VENDOR	Bid Security (If Applicable)	Addenda (x)	Responsible Contractor Form (if Applicable)	Base	Alt1	Notes
RAK Construction	X	1, 2	X	\$ 232,174.00	\$ 19,532.00	
Jorgenson Construction	X	1, 2	X	\$ 236,500.00	\$ 6,900.00	
GCM	X	1, 2	X	\$ 222,943.00	\$ 10,389.00	
Morcon	X	1, 2	X	\$ 234,600.00	\$ 8,000.00	
SM Construction	X	1, 2	X	\$ 247,500.00	\$ 6,784.00	
DPG	X	1, 2, 3	X	\$ 206,500.00	\$ 4,200.00	



ANOKA COUNTY BOARD ACTION ITEM

January 28, 2025

INFORMATION TECHNOLOGY

ACTION REQUESTED	The Information Technology Committee recommends the County Board approve a vendor award with Insight Public Sector, 6820 S Harl Avenue, Tempe, AZ, 85283 for the Network Switch Replacement Project in the amount of \$215,016.67 and a 20% budget contingency of \$43,000 for a total project is not to exceed \$258,016.67.
BACKGROUND	A network switch connects devices (computers, printers, phones, wireless access points, etc.) to a network. They are in use 24 hours a day, 7 days a week and enable devices to talk to each other efficiently. Although they have been reliable and lived up to expectations, they have reached end of support and are now outdated technology.
SOLUTIONS	Replace 50 switches in the County that are outdated technology to keep up with increasing network bandwidth requirements.
FUNDING SOURCE (Levy dollars, IT fund, building fund, asset preservation, carryover dollars, etc.)	Capital Equipment Program
CONCLUSION	The recommended network switch models will help provide reliable and secure network connectivity.
RECOMMENDATIONS	Recommend approval.



ANOKA COUNTY BOARD ACTION ITEM

January 28, 2025

INFORMATION TECHNOLOGY

ACTION REQUESTED	The Information Technology Committee recommends the County Board approve contract C0011365 with SkyNorth Software, PO Box 761 West Fargo, ND 58078 for professional services for Microsoft 365 Services including the SharePoint Online conversion in the amount of \$275,000 for a term through December 31, 2026.
BACKGROUND	Microsoft is ending support for SharePoint 2019 on July 14, 2026. Anoka County needs to transition to SharePoint Online by this date to stay compliant and meet the needs of the staff for its use. There is no opportunity to extend this date per Microsoft.
SOLUTIONS	Trusted vendor will provide professional services to facilitate the creation of the backend and then the configuration of the frontend. Trusted vendor provided similar services last year for Anoka County's transition to MS Exchange Online. Professional services are being requested due to the restrictive timeline and level of effort needed to complete this transition by the 'end of support' date.
FUNDING SOURCE (Levy dollars, IT fund, building fund, asset preservation, carryover dollars, etc.)	Capital Equipment Program
CONCLUSION	Information Technology is requesting professional services to transition SharePoint 2019 to SharePoint Online.
RECOMMENDATIONS	Recommend approval.



ANOKA COUNTY BOARD ACTION ITEM

County Board Meeting Date: January 28, 2025

PROPERTY RECORDS & TAXATION

ACTION REQUESTED	Approve Joint Powers Agreement for Election Services to be Provided by Anoka County for School District 16
BACKGROUND	<p>Attached is the joint powers agreement for election services to be provided by Anoka County for ISD 16 which is holding an election in 2025. Anoka County provides election services by contract for school districts in the county that schedule odd-year or special elections. This model of service delivery relieves school districts of the responsibility to dedicate and train professional staff to perform duties that happen every two years, and the revenue received by the county supplements the Elections budget, allowing for retention of trained professional election staff from year to year.</p> <p>General elections for all districts will take place on November 4, 2025. The agreement with ISD 16 is for a term of one year.</p> <p>Jurisdiction: Spring Lake Park ISD #16 Contract #: C0011357 Term: February 1, 2025 through December 31, 2025 Amount: \$4000</p>
FUNDING SOURCE (Levy dollars, IT fund, building fund, asset preservation, carryover dollars, etc.)	This is a revenue source. For this contract, a base service cost to be paid by the school district to the county has been established and is listed above. The base cost for ISD 16 is \$2,000 per polling place. In addition to the base cost, each district receives an itemized billing of approved expenses (postage, printing, legal publication, precinct election worker salaries) post-election.
CONCLUSION and/or RECOMMENDATION	Approve the contract
SUBMITTED BY	Tom Hunt, Elections Director, Anoka County Elections & Voter Registration