

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

January 4, 2022

Chair Schulte called the meeting to order at 9:30 a.m. and called for participation in reciting the Pledge of Allegiance.

Present:	District #1	Matt Look
	District #2	Julie Braastad
	District #3	Robyn West
	District #4	Mandy Meisner
	District #5	Mike Gamache
	District #6	Jeff Reinert
	District #7	Scott Schulte

Others Present: Rhonda Sivarajah, County Administrator; Tony Palumbo, County Attorney; and staff

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Commissioner Braastad made motion granting reductions of valuation and/or abatements of taxes, special assessments, costs, penalties and/or interest as requested and approved by the county assessor, county auditor and/or county treasurer. (A full text of persons receiving tax abatements is on file and available for public inspection in the County Administration Office.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Look made motion accepting the regular claims paid over \$500 for the period ending December 17, 2021, and purchase-card claims paid for the period ending December 17, 2021. (Claims are on file in the County Administration Office.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Braastad made motion approving the minutes from the December 14, 2021, Anoka County board meeting. Commissioner Meisner seconded the motion. Motion carried unanimously.

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The following items came forward on an additional agenda.

1. Commissioner Reinert made motion approving the following personnel transaction, as recommended by the Management Committee:

A. New/Restructure - Human Services/Job Training Center - effective January 4, 2022.
PC#2017003199

FROM: .725 FTE Office Support Specialist - Grade A008, range \$16.56 to \$25.36 per hour.

and

.275 FTE New Office Support Specialist - Grade A008, range \$16.56 to \$25.36 per hour.

TO: 1.0 FTE Office Support Specialist - Grade A008, range \$16.56 to \$25.36 per hour.

Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

2. Commissioner Gamache made motion approving Contract #C0009034 for the renewal of Cyber Liability Insurance with a policy term of January 1, 2022, to January 1, 2023, for a premium of

\$231,406.20 from Coalition, Inc., through Arthur J. Gallagher, 3600 American Boulevard West, Suite 500, Bloomington, MN 55431, as recommended by the responsible commissioner for insurance, subject to review by the county attorney as to form and legality. (Contract is on file in the Risk Management Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner West presented the Management Committee report from the meeting of December 14, 2021. All items were of an informational nature and required no board action.

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Commissioner Look presented the Internal Audit Committee report from the meeting of December 16, 2021. All items were of an informational nature and required no board action.

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Commissioner Braastad offered the following resolution and moved its adoption:

RESOLUTION #2022-9

**RELATED TO THE ESTABLISHMENT
OF MINIMUM SALARIES FOR COUNTY SHERIFF AND COUNTY ATTORNEY**

WHEREAS, the Anoka County Board of Commissioners is required by Minn. Stat. §§ 387.20, subd. 2(b) and 388.18, subd. 2 to set the minimum salary for county sheriff and county attorney at the January meeting prior to the opening of filings for these elected officials; and,

WHEREAS, the applicants may first file for these elective offices on May 17, 2022, for terms commencing January 1, 2023.

NOW, THEREFORE, BE IT RESOLVED that the following minimum salaries are hereby established for the terms of office commencing January 1, 2023:

	<u>Minimum</u>
County Sheriff	\$121,492
County Attorney	\$121,492

Motion carried unanimously. Resolution declared adopted.

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Commissioner Look offered the following resolution and moved its adoption:

RESOLUTION #2022-10

**RESOLUTION ESTABLISHING EXPENSE AMOUNTS
FOR COUNTY COMMISSIONERS FOR 2022**

WHEREAS, pursuant to Minnesota Statute Section 388E.02, each member of the Anoka County Board of Commissioners shall be allowed a sum to be set by the board which shall be payable in equal installments at least once monthly, as and for an expense account; and,

WHEREAS, the sum set by the Anoka County Board of Commissioners has not increased since 2004; and,

WHEREAS, actual expenses for commissioners have gone up since 2004 to such a degree that it is necessary and proper to increase commissioners' expense accounts in recognition of increased expenses:

NOW, THEREFORE, BE IT RESOLVED, that in addition to the Anoka County commissioners' annualized salary adopted in Resolution #2021-136, pursuant to the provisions of Minnesota Statute Chapter 375, and Section 383E.02, an expense allowance, in lieu of seven-county metropolitan area mileage and other unreimbursed business-related county expenses, for county commissioners and chair of the county board shall be a maximum of \$7,500 for each commissioner and \$8,500 for the board chair. These expenses shall be

treated as reimbursement for expenses as expended and accounted for and compensation for what is not expended and accounted for. Other expenses incurred by/for commissioners while performing their duties outside the seven-county metropolitan area shall be reimbursed or directly paid in the same manner as county employees.

BE IT FINALLY RESOLVED that this resolution is posted on the official county bulletin board and copies be forwarded immediately to each department of the county and the Association of Minnesota Counties.

Motion carried unanimously. Resolution declared adopted.

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Committee appointments:

1. Commissioner Reinert made motion reappointing Cori Duffy to the Personnel Board of Appeals for a three-year term expiring December 31, 2024. Commissioner Braastad seconded the motion. Motion carried unanimously.
2. Commissioner Gamache made motion reappointing the following individuals to the Library Board for terms expiring December 31, 2024:
 - A. Virginia Kost, representing District #2, as recommended by Commissioner Braastad.
 - B. Belinda Lawrence, representing District #5, as recommended by Commissioner Gamache.

Commissioner Braastad seconded the motion. Motion carried unanimously.

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Chair Schulte provided a summary of the county administrator's performance evaluation, which was discussed by the board at a closed meeting on December 14, 2021.

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The county board meeting was adjourned at 9:42 a.m.

ATTEST:

**COUNTY BOARD OF COMMISSIONERS
ANOKA COUNTY, MINNESOTA**

By: _____
Rhonda Sivarajah
County Administrator

By: _____
Scott Schulte, its Chair

Motion carried means all commissioners in attendance voted affirmatively unless otherwise noted.