

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

January 25, 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 #4	Mandy Meisner
	District #5	Mike Gamache
	District #6	Jeff Reinert
	District #7	Scott Schulte

Absent:	District #3	Robyn West
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Others Present: Rhonda Sivarajah, County Administrator; Tony Palumbo, County Attorney; staff, and citizens

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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 Gamache seconded the motion. Upon roll call vote, motion carried.

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Commissioner Reinert made motion accepting the regular claims paid over \$500 for the periods ending December 31, 2021, and January 14, 2022, and purchase-card claims paid for the periods ending December 31, 2021, and January 14, 2022. (Claims are on file in the County Administration Office.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried.

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Commissioner Look made motion approving the minutes from the following meetings:

1. January 4, 2022, statutory and organizational county board meeting
2. January 4, 2022, regular county board meeting

Commissioner Braastad seconded the motion. Motion carried.

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Human Services Division Manager Cindy Cesare was recognized for receiving the 2021 Outstanding Service Award from Association of Minnesota Counties (AMC) for exhibiting excellence, innovation, and dedication to her work in county government. AMC Member Engagement Coordinator Ryan Erdman presented the award to Cindy.

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Commissioner Braastad presented the Management Committee report from the meeting of January 4, 2022. All items were of an informational nature and required no board action.

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The following item came forward on an additional agenda, as recommended by the Management Committee.

1. Commissioner Reinert offered the following resolution and moved its adoption:

RESOLUTION #2022-11

**A RESOLUTION APPROVING THE TENTATIVE AGREEMENT BETWEEN
THE COUNTY OF ANOKA AND
LAW ENFORCEMENT LABOR SERVICES, INC.
REPRESENTING THE 911 DISPATCH UNIT
FOR THE CALENDAR YEARS 2022-2024
(CONTRACT #C0009059)**

WHEREAS, representatives of Anoka County and representatives of Law Enforcement Labor Services, Inc., representing the 911 Dispatch Unit have negotiated a three-year labor agreement for the term January 1, 2022, through December 31, 2024; and,

WHEREAS, the attached document (Exhibit A) summarizes the substantive agreement between the parties:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve the tentative agreement and that the chief negotiator for the Anoka County Board of Commissioners is authorized and directed to prepare contract documents incorporating this tentative agreement; and further, that upon receipt of the three original contracts executed by the Union, the Anoka County Board chair, county administrator, director of Human Resources, labor negotiator, and other appropriate individuals be authorized and directed to execute the original contracts.

(Exhibit A is on file in the Administration Department.)

(Contract is on file in the Human Resources Department.)

Upon roll call vote, motion carried. Resolution declared adopted.

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Commissioner Schulte presented the Transportation Committee report from the meeting of January 10, 2022.
Highway

1. Commissioner Look offered the following resolution and moved its adoption:

RESOLUTION #2022-12

**RESOLUTION AUTHORIZING A
COOPERATIVE CONSTRUCTION AGREEMENT WITH
MnDOT AND THE CITY OF ANOKA
FOR HIGHWAY AND BRIDGE IMPROVEMENTS
(CONTRACT #C0009038)**

WHEREAS, the State of Minnesota, Department of Transportation (“State”) plans to perform grading, bituminous surfacing, retaining walls, noise walls, ADA improvements, signals, lighting, TMS, and Bridge No. 9716, No. 9717, No. 02057, No. 02058, No. 02059, and No. 02060 construction and other associated construction upon, along, and adjacent to Trunk Highway No. 10 from 1,300 feet west of Ferry Street to east end of Bridge No. 9717 according to State-prepared plans, specifications, and special provisions designated by the State as State Project No. 0215-76 (the "Project"); and;

WHEREAS, the City of Anoka (“City”) has requested the State include in its Project watermain, sanitary sewer, lighting, and aesthetics construction and engineering, to which the State has agreed to include, according to a cost share allocation between the State and City, as set forth in the cooperative agreement; and;

WHEREAS, the cooperative agreement provides that the County of Anoka is responsible for certain ongoing maintenance tasks related to the Project improvements; and,

WHEREAS, Minnesota Statute §161.20, Subdivision 2, authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining, and improving the trunk highway system:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve entering into MnDOT Agreement No. 1048151 with the State of Minnesota, Department of Transportation, and the City of Anoka, for the following purposes:

To provide for routine maintenance of the grading, bituminous surfacing, retaining walls, noise walls, ADA improvements, signals, lighting, TMS, and Bridge No. 9716, No. 9717, No. 02057, No. 02058, No. 02059, and No. 02060 construction and other associated construction, the limits of which are defined in the agreement, to be performed upon, along, and adjacent to Trunk Highway No. 10 from 1,300 feet west of Ferry Street to east end of Bridge No. 9717 under State Project No. 0215-76.

BE IT FURTHER RESOLVED that the county administrator and county engineer or their designees are hereby authorized to execute the cooperative agreement and any amendments to the agreement.

(Contract is on file in the Highway Department.)

Upon roll call vote, motion carried. Resolution declared adopted.

2. Commissioner Gamache offered the following resolution and moved its adoption:

RESOLUTION #2022-13

**RESOLUTION AUTHORIZING A
JOINT POWERS CONTRACT WITH MnDOT
FOR PROFESSIONAL SERVICES RELATED TO
HIGHWAY IMPROVEMENTS
SP 0215-87, CP 18-63-00
(CONTRACT #C0008446)**

WHEREAS, Anoka County (“County”), in coordination with MnDOT and the City of Coon Rapids, has hired a consultant to perform preliminary design, environmental documentation, and final design for the addition of travel lanes on US Hwy 10 from CSAH 78 (Hanson Boulevard) to CSAH 9 (Round Lake Boulevard) in the city of Coon Rapids (the “Project”); and,

WHEREAS, MnDOT has allocated to this Project an amount not to exceed \$941,288.23 for the preliminary and final design and environmental documentation for the Project; and,

WHEREAS, the County represents that it is duly qualified and agrees to perform all services described in this contract to the satisfaction of MnDOT; and,

WHEREAS, Minnesota Statute §471.59 authorizes MnDOT and the County to enter into this joint powers contract for the above purposes:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve entering into MnDOT Contract No. 1046973 with the State of Minnesota, Department of Transportation, for the purpose of completing the preliminary design, environmental documentation, and final design for the Project.

BE IT FURTHER RESOLVED that the county administrator and county engineer or their designees are hereby authorized to execute the joint powers contract and any amendments to the agreement.

(Contract is on file in the Highway Department.)

Upon roll call vote, motion carried. Resolution declared adopted.

3. Commissioner Look offered the following resolution and moved its adoption:

RESOLUTION #2022-14

**RESOLUTION APPROVING THE SALE AND CONVEYANCE
OF COUNTY PROPERTY TO THE CITY OF RAMSEY
FOR EXPANSION OF RIVERDALE DRIVE**

WHEREAS, the County of Anoka (“County”), a political subdivision of the State of Minnesota, owns real property in fee located in the city of Ramsey, Anoka County, Minnesota, and which is identified as PIN Nos. 29-32-25-24-0005 and 29-32-25-24-0006 and legally described in Exhibit A (“County Property”); and,

WHEREAS, the County was approached by the City of Ramsey (“City”), a Minnesota municipal corporation, regarding the City’s desire to purchase a portion of County Property, as depicted in Exhibit B, to further achieve the City’s long-term goals of expanding Riverdale Drive, in order to provide increased safety and mobility for U.S. Highway 10/169, and to provide access to new developments occurring on the south side of U.S. Highway 10/169; and,

WHEREAS, the County has obtained an appraisal on a portion of Parcel No. 29-32-25-24-0005, within the County Property to determine the fair market value of the portion being acquired by the City; concurrently, the City is in the process of its final platting of the land needed for such road expansion, including additional right-of-way needed for stormwater ponding; and,

WHEREAS, Parcel No. 29-32-25-24-0006, within the County Property, is encumbered by a Right-of-Way Acquisition Loan Fund (RALF) loan secured through the Metropolitan Council (“Met Council”), which is a revolving loan fund that allows land to be held and slated for future public roadway purposes; and,

WHEREAS, the Met Council has preliminarily approved and consents to the sale of the property, and the County is pursuing final Met Council approval of the proposed arrangement where the City would purchase that portion of the County Property secured by RALF funds, and the proceeds from the County’s sale of encumbered land would be proportionately paid back to the RALF program; and,

WHEREAS, based upon future improvements to U.S. Highway 10/169 and surrounding areas, the County and City agree it is in the public’s best interests for the parties to cooperate in completing a sale and conveyance of the property needed for the expansion of Riverdale Drive:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby authorize the county engineer and/or his appointed designee to finalize the sale and conveyance of the County Property needed by the City for expansion of Riverdale Drive.

BE IT FURTHER RESOLVED that the county engineer and/or his designee is further authorized to execute all documents necessary to complete this transaction, subject to review as to form by the County Attorney’s Office.

(Exhibits A & B are on file in Administration.)

Upon roll call vote, motion carried. Resolution declared adopted.

4. Commissioner Braastad offered the following resolution and moved its adoption:

RESOLUTION #2022-15

**RESOLUTION TO ACCEPT GRANT AWARD AND AUTHORIZE
GRANT AGREEMENT RELATING TO STATE TRANSPORTATION FUND
(LOCAL ROAD IMPROVEMENT PROGRAM BONDS) SAP 002-593-002
(CONTRACT #C0009044)**

WHEREAS, Anoka County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement Program (LRIP) to complete the preliminary engineering, environmental analysis, and final design of interchange construction and associated improvements to CSAH 12 (109th Avenue), at marked TH 65 in the city of Blaine; and,

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and,

WHEREAS, Minnesota Laws 2020, 5th Special Session, Chapter 3-H.F.1. Section 16, Subdivision 5, appropriated \$1,500,000 for a grant to Anoka County for preliminary engineering, environmental analysis, and final design of interchange construction and associated improvements for the referenced work associated with an interchange at CSAH 12 (109th Avenue), at marked TH 65 in the city of Blaine; and,

WHEREAS, the actual amount of the grant has been determined to be \$976,825.00 for the above-described portion of the project:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, authorizes the county administrator and county engineer to accept the LRIP grant funding on behalf of the county and to execute MnDOT Agreement NO. 1049274 and any other agreements or amendments thereto, with the Commissioner of Transportation to effectuate the above-described LRIP grant funding.

BE IT FURTHER RESOLVED that the County of Anoka hereby accepts the terms and conditions of the local road improvement grant program, consistent with Minnesota Statutes, Section 174.52, and that the County of Anoka will return to the Minnesota State Transportation Fund any amount appropriated for the above-referenced project that is unused or not required.

(Contract is on file in the Highway Department.)

Upon roll call vote, motion carried. Resolution declared adopted.

5. Commissioner Look made motion approving Contract #C0009043, a Temporary License Agreement with Capstone Homes, Inc., to allow the construction and use of a temporary access road over and across vacant County Property (PIN No. 29-32-25-24-0006), to facilitate the construction of a new development concurrently with the extension of Riverdale Drive in the City of Ramsey, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.
6. Commissioner Look made motion approving Contract #C0009039, a Professional Services Agreement as a sub-client with the City of Anoka, for construction administration services for Project 17-34-00, the proposed interchange improvement project on U.S. Highway 10/169 at the intersection of West Main Street, Fair Oak Avenue and Thurston Avenue in the City of Anoka, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.
7. Commissioner Braastad made motion approving Contract #C0008459, Joint Powers Agreement with the City of Blaine for Project SAP 002-614-048, the reconstruction of CSAH 14 (125th Avenue NE) between Harpers Street NE and CSAH 17 (Lexington Avenue NE) in the City of Blaine; and authorizing the county administrator to execute said agreement, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried.

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Commissioner Look presented the Finance and Capital Improvements Committee Chair Report.

1. Commissioner Gamache made motion approving Contract #C0009009, a countywide master contract for Construction Material Testing and Inspections with Braun Intertec Corporation, 11001 Hampshire Avenue South, Minneapolis, MN 55438, subject to review by the county attorney as to form and legality. (Contract is on file in the Finance Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried.
2. Commissioner Look made motion approving the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, and BMO Harris Bank NA; and delegate the authority to make Electronic Funds Transfers to the Finance & Central Services Division Manager and their designees. Commissioner Gamache seconded the motion. Motion carried.
3. Commissioner Meisner made motion approving an increase in imprest (change) funds for the Anoka County Libraries of \$420.00. Commissioner Reinert seconded the motion. Upon roll call vote, motion carried.

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Commissioner Reinert presented the Human Services Committee report from the meeting of January 18, 2022, which also acts as the Local Social Services Agency and Health Board.

CONSENT

1. Commissioner Braastad made motion approving the following, subject to review by the county attorney as to form and legality:

Economic Assistance

- A. Ratifying Medical Assistance and General Assistance medical expense payments for Economic Assistance clients in an amount of \$394,994.58 as identified in the Economic Assistance Client Payments Report for December 2021 on file in Human Services Administration.

Public Health and Environmental Services

- B. Amending/renewing Contract #C0005479 with the Minnesota Department of Health for Maternal, Infant and Early Childhood Home Visiting (MIECHV) funding in an amount of \$420,270 from March 1, 2022, through December 31, 2022.

(Contracts are on file the Human Services Department.)

Commissioner Meisner seconded the motion Upon roll call vote, motion carried.

HUMAN SERVICES ADMINISTRATION

2. Commissioner Meisner made motion approving entering into Contract #C0009037, a county master contract with Language Line Services, Inc., (DBA Language Line Solutions) to provide telephonic and video language interpretation as well as written document translation services from January 1, 2022, through December 31, 2024, with contract maximum based on utilization, subject to review by the county attorney as to form and legality. (Contract is on file the Human Services Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

SOCIAL SERVICES

3. Commissioner Braastad made motion approving amending Contract #C0008952 with Canvas Health to provide non-business hours response coverage for Adult Protection with a new contract maximum of \$204,521.37 through December 31, 2022, subject to review by the county attorney as to form and legality. (Contract is on file the Human Services Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried.

PUBLIC HEALTH AND ENVIRONMENTAL SERVICES

4. Commissioner Meisner made motion approving amending Contract #C0008762 with Minnesota Waste Wise for additional recycling services in schools and educational institutions increasing the contract amount to \$153,000 from January 1, 2022, through December 31, 2022, subject to review by the county attorney as to form and legality. (Contract is on file the Human Services Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.

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5. Commissioner Reinert offered the following resolution and moved its adoption:

RESOLUTION #2022-16

ACCEPTING GIFTS FOR HUMAN SERVICES

WHEREAS, Anoka County Human Services has been contacted by the non-profit organization Safe Haven Foster Shoppe about donating items for children placed in foster care through Children and Family Services; and,

WHEREAS, Safe Haven Foster Shoppe has donated eighteen placement packs filled with essentials such as socks, underwear, pajamas, clothing, shoes, jackets, blankets, diaper bags, backpacks, school supplies, and more for children who are placed in foster care; and,

WHEREAS, items donated are for personal use by children of all ages receiving services from Children and Family Services; and,

WHEREAS, Foster One Ministries, through its partnership with Anoka County, provides direct support and donations for foster families:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby, in accordance with Minn. Stat. § 465.03, formally accepts the items donated by Safe Haven Foster Shoppe for children receiving services and in particular those that have been placed in foster care.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners wishes to extend its grateful appreciation for the items donated by Safe Haven Foster Shoppe and for our partnership with Foster One Ministries.

Upon roll call vote, motion carried. Resolution declared adopted.

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Commissioner Braastad presented the Intergovernmental & Community Relations Committee report from the meeting of January 6, 2022.

1. Commissioner Reinert made motion approving the following agreements for medical examiner and autopsy services for a two-year term beginning January 1, 2022, through December 31, 2023, and automatic renewals for two (2) two-year terms, terminating December 31, 2027, subject to review by the county attorney as to form and legality:
 - A. Contract C0009012 with Ottertail County in the amount of \$54,000 per year with a monthly administrative fee of \$175.
 - B. Contract C0009024 with Grant County with a fee billed for each autopsy, along with a monthly administrative fee of \$125.

(Contracts are on file in the Medical Examiner's Office.)

Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.

2. Commissioner Braastad made motion approving terminating Contract C0007237 with Polk County, Wisconsin; which is a case-average model for autopsy services; and converting the contract to a per-case model (Contract C0009036) with a term of January 1, 2022, through December 31, 2023, with automatic renewals of two (2) two-year terms, terminating December 31, 2027, subject to review by the county attorney as to form and legality. (Contracts are on file in the Medical Examiner's Office.) Commissioner Look seconded the motion. Upon roll call vote, motion carried.

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Commissioner Meisner presented the Property Records and Taxation Committee Chair report.

1. Commissioner Meisner offered the following resolution and moved its adoption:

RESOLUTION #2022-17

**AUTHORIZING ANOKA COUNTY APPLICATION
FOR 2022 HELP AMERICA VOTE ACT GRANT FUNDING**

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting applications from local jurisdictions for grants under the 2022 Help America Vote Act (HAVA) Grant Program as directed by the Minnesota Legislature, via Chapter 12, Article 1, Sec. 41; and,

WHEREAS, a grant of up to \$99,141.40 will be made available to improve accessibility to, implement security improvements for elections systems for, and/or fund other activities to improve the security of, federal elections; and,

WHEREAS, Anoka County plans to use HAVA grant funding to fulfill the local match requirement from the VEGA-3 grant to upgrade the software and hardware used for voting equipment programming and results management for all precincts in the county, as well as additional elections security improvements; and,

WHEREAS, applications must be received by 4:00 p.m. January 31, 2022, and funds are expected to be awarded by March 18, 2022, and must be used in advance of, and in preparation for the November 8, 2022, Minnesota Statewide General Election:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve the application for the 2022 Help America Vote Act Grant Program and directs staff to submit the application by the deadline of January 31, 2022.

Upon roll call vote, motion carried. Resolution declared adopted.

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Commissioner Look left the meeting at 10:32 a.m.

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Commissioner Braastad presented the Public Safety Committee Chair report.

Sheriff

1. Commissioner Braastad made motion approving Contract #C0009035, Violent Crime Enforcement Teams 2022 Grant Contract Agreement between the Minnesota Department of Public Safety, Office of Justice Programs, and the Anoka County Sheriff's Office in an amount not to exceed \$609,188 for a term of January 1, 2022, through December 31, 2023, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried.

2. Commissioner Braastad offered the following resolution and moved its adoption:

RESOLUTION #2022-18

**ACCEPTING DEDICATED DONATION
FROM THE ANOKA COUNTY MINNESOTA KENNEL CLUB**

WHEREAS, the Anoka County Sheriff's Office received a donation from the Anoka County Minnesota Kennel Club; and,

WHEREAS, the Anoka County Minnesota Kennel Club has donated funds in the amount of \$3,000 for support of the K9 Program: training, equipment, purchase, or maintenance; and,

WHEREAS, Minnesota Statute § 465.03 requires a county to accept the gift 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 funds from the Anoka County Minnesota Kennel Club and extends its grateful appreciation.

Upon roll call vote, motion carried. Resolution declared adopted.

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Committee appointment:

1. Chair Schulte presented, for informational purposes, his appointment of Molly Liberto, Anoka-Hennepin Independent School District 11, as Adult Basic Education and Higher Education representative to the Anoka County Workforce Development Board, replacing Theresa Zingery, for a two-year term ending January 31, 2024.

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The county board meeting was adjourned at 10:35 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.