

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

March 28, 2023

Chair Look 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	Jeff Reinert
	District #5	Mike Gamache
	District #6	Julie Jeppson (arrived at 9:32 a.m.)
	District #7	Mandy Meisner

Absent:	District #4	Scott Schulte
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Others Present: Rhonda Sivarajah, County Administrator; Brad Johnson, 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 Gamache made motion accepting the regular claims paid over \$500 for the period ending March 10, 2023, and purchase-card claims paid for the period ending March 10, 2023. (Claims are on file in the County Administration Office.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried.

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Commissioner Jeppson arrived at 9:32 a.m.

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Commissioner Braastad made motion approving the minutes from the March 14, 2023, Anoka County board meeting. Commissioner Meisner seconded the motion. Motion carried.

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Chief Medical Examiner A. Quinn Piper, M.D., presented the 2022 Medical Examiners Annual Report. (Report is on file in the County Administration Office.)

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Commissioner Look noted that April is National County Government Month and highlighted the important roles the county plays in providing essential services and helping to improve people's lives every day.

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Commissioner Look announced the Senior Expo event will be held on Saturday, April 15, 2023, from 9 a.m. to noon at Lord of Life Church, 14501 Nowthen Blvd. NW, in Ramsey.

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Commissioner Braastad presented the Transportation Committee meeting report from the meeting of March 15, 2023.

Highway

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

RESOLUTION #2023-34

**RESOLUTION AUTHORIZING THE MINNESOTA COMMISSIONER
OF TRANSPORTATION TO BE THE COUNTY'S AGENT
TO ACCEPT FEDERAL FUNDS
FOR ELIGIBLE TRANSPORTATION PROJECTS
(Contract #C0009840)**

NOW, THEREFORE, BE IT RESOLVED that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Anoka County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes and directs the chair of the county board and county administrator to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1052131", a copy of which said agreement was before the county board and which is made part hereof by reference and is available upon request in the Highway Department.

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

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Commissioner Look presented the Finance and Capital Improvements Committee report from the meeting of March 21, 2023.

1. Commissioner Gamache made motion approving an amendment to Contract #C0009657 with Wold Architects, 332 Minnesota Street, Suite W2000, Saint Paul, MN 55101, for design services for Phase II of the American Rescue Plan Act (ARPA) - Modifications to Ensure Safe Services Delivery project related to the Anoka County Government Center, in the amount of \$197,500, subject to review by the county attorney as to form and legality. (Contract is on file in the Finance Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.
2. Commissioner Gamache made motion approving Contract C0009763 with Periscope Holdings, Inc., 5000 Plaza on the Lake, Suite 100, Austin, TX 78746, in an amount not to exceed \$2,255,340, for the purchase of procurement software, implementation, integrations to Workday, training, contingencies, and annual licensing for a 5-year period, subject to review by the county attorney as to form and legality. (Contract is on file in the Finance Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.
3. Commissioner Braastad made motion approving the following master contracts for window cleaning services, subject to review by the county attorney as to form and legality:
 - C0009787 with Brightview Window Cleaning, 9834 Hemlock Way, Maple Grove, MN 55369
 - C0009788 with Starbrite Window Cleaning, 1469 92nd Ave N, Blaine, MN 55449(Contracts are on file in the Finance Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.
4. Commissioner Reinert made motion approving Contract #C0009832 with Schumacher Elevator, 2995 Lone Oak Circle, Suite 1, Eagan, MN 55121, as the lowest responsible bidder, in an amount not to exceed \$110,840, for Lino Lakes NSP elevator modernization, subject to review by the county attorney as to form and legality. (Contract is on file in the Finance Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.
5. Commissioner Jeppson made motion approving Contract #C0009838 with Minnesota Roadways, 4370 Valley Industrial Blvd. S, Shakopee, MN 55379, for completion of the 2023 Chip Seal/Pavement Project, in an amount not to exceed \$252,974, subject to review by the county attorney as to form and

legality. (Contract is on file in the Finance Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.

6. Commissioner Braastad made motion rejecting all bids related to the following Master Construction Contracts:

- C0009683: Crew2, Inc., 2650 Minnehaha Ave, Minneapolis, MN 55406
- C0009684: Donlar Construction, 550 Shoreview Park Road, Shoreview, MN 55126
- C0009685: Forest Lake Contracting, Inc., 14777 Lake Drive, Forest Lake, MN 55025
- C0009686: Jorgenson Construction, Inc., 9255 East River Road NW, Minneapolis, MN 55433
- C0009687: Morcon Construction Company, Inc., 5151 Industrial Boulevard NE, Fridley, MN 55421.
- C0009688: Peterson Companies, Inc., 8326 Wyoming Trail, Chisago City, MN 55013
- C0009689: RAK Construction, Inc., 21435 Johnson Street Northeast, East Bethel, MN 55011

Commissioner Reinert seconded the motion. Motion carried.

7. Commissioner Gamache made motion approving the use of dedicated American Rescue Act Plan (ARPA) funds for broadband expansion city match grants to the City of Columbus in the amount of \$300,000, to be distributed with the first grant application in the amount of \$200,000, and the second grant application in the amount of \$100,000. Commissioner Reinert seconded the motion. Upon roll call vote, motion carried.

8. Commissioner Look made motion approving an increase of \$200.00 of imprest cash funds for Facilities Management and Construction related to the parking ramp auto teller. Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

9. Commissioner Braastad made motion approving establishing an imprest petty cash fund of \$500 and an imprest checking account of \$5,000 for the County Attorney's Office. Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.

10. Commissioner Reinert made motion approving the Gift Acceptance Policy, which will be added to the Anoka County Financial Policies document. Commissioner Gamache seconded the motion. Motion carried.

11. Commissioner Gamache made motion approving updates to Section P, Wireless Device Policy of the Anoka County Financial Policies, which will replace all-prior versions or clarifications of the policy. Commissioner Jeppson seconded the motion. Motion carried.

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Commissioner Reinert presented the Human Services Committee report from the meeting of March 21, 2023, which also acts as the Local Social Services Agency and Health Board.

CONSENT

1. Commissioner Reinert made motion approving the following:

Economic Assistance

- A. Ratifying of Medical Assistance and General Assistance medical expense payments for Economic Assistance clients in an amount of \$273,548.93 as identified in the Economic Assistance Client Payments Report for February 2023 on file in Human Services Administration.

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

SOCIAL SERVICES

2. Commissioner Jeppson made motion approving Contract #C0009814, application for and acceptance of funding from the Minnesota Department of Human Services, Office of Economic Opportunity, in an amount of up to \$1,600,000 for homelessness assistance grants from July 1, 2023, through June 30, 2025, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

3. Commissioner Meisner made motion approving Contract #C0009829 with Hope 4 Youth in an amount of \$35,100 for youth street outreach services from May 1, 2023, through September 30, 2023, subject

to review by the county attorney as to form and legality. (Contract is on file in the Human Services Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.

PUBLIC HEALTH AND ENVIRONMENTAL SERVICES

4. Commissioner Reinert made motion approving issuing a Request for Proposals to ascertain a qualified marketing and communications contractor for development of a comprehensive marketing and communications plan for Recycling and Resource Solutions. Commissioner Jeppson seconded the motion. Motion carried.

COMMUNITY CORRECTIONS

5. Commissioner Meisner made motion approving the 2023 Anoka County Community Corrections Interim Comprehensive Plan for submission to the Minnesota Department of Corrections in compliance with Minnesota Statute 401.06. Commissioner Jeppson seconded the motion. Motion carried.

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

RESOLUTION #2023-35

ACCEPTING MINNESOTA HOUSING FUNDING FOR THE FAMILY HOMELESS PREVENTION AND ASSISTANCE PROGRAM (Contract #C0008714-Amendment I)

WHEREAS, the State of Minnesota has appropriated additional Family Homeless Prevention and Assistance Program funding to Minnesota Housing for FY2023; and,

WHEREAS, Anoka County has met all requirements of the grant application and has been awarded an additional \$35,100 for a total grant award of \$829,200 by Minnesota Housing. The grant is to be used to prevent and minimize repeat episodes of homelessness under Minn. Stat. § 462A.204, from October 1, 2021, through September 30, 2023; and,

WHEREAS, in order to accept the grant funds, the county must agree to conditions of the grant:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve entering into an amended Grant Contract #C0008714 with Minnesota Housing to conduct the Family Homeless Prevention and Assistance Program. The grant must be used to provide street outreach, rental assistance, damage deposits and supportive services to qualified households as outlined in Minn. Stat. § 462A.204. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED that the county administrator be authorized to execute the amended grant contract on behalf of Anoka County.

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

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

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

RESOLUTION #2023-36

PROCLAIMING APRIL 2023 AS PUBLIC HEALTH MONTH IN ANOKA COUNTY

WHEREAS, National Public Health Week is April 3-9, 2023, and the theme is: *Centering and Celebrating Cultures in Health*, and Anoka County will participate in efforts to ensure community residents of all cultures have opportunities for health; and,

WHEREAS, many cultural communities experience disparities in health outcomes and risk factors, such as access to health care, exposure to infectious diseases, and social factors such as housing and employment; and,

WHEREAS, culture greatly impacts health through the communities we're born in and that we build together, and Anoka County celebrates the unique and joyful ways different cultures focus on health; and,

WHEREAS, feeling a sense of belonging, being a part of the Anoka County community, and fostering cultural connections supports health and quality of life; and,

WHEREAS, Anoka County has a strong tradition of supporting public health through working with community members and diverse cultural groups to implement services of the Anoka County Public Health and Environmental Services Department and other Anoka County departments that impact public health; and,

WHEREAS, the programs and services of the Anoka County Public Health and Environmental Services Department protect the health and safety of community residents, promote healthy lifestyles, and prevent disease to help build a thriving community:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby proclaim April 2023 as Public Health Month in Anoka County.

Motion carried. Resolution declared adopted.

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Commissioner Gamache presented the Information Technology Committee report from the meeting of March 21, 2023.

1. Commissioner Reinert made motion approving Contract #C0009881, a purchase from the Office of Minnesota IT Services, Centennial Building 2nd Floor, 658 Cedar Street, St. Paul, MN, 55155 for anti-malware Endpoint Detection and Response (EDR) CrowdStrike in the amount of \$101,800, with a change order of \$19,000 for a total of \$120,800 for a 2-year agreement, subject to review by the county attorney as to form and legality. (Contract is on file in the Information Technology Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.

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Commissioner Gamache presented the Property Records and Taxation Committee report from the meeting of March 21, 2023.

1. Commissioner Meisner made motion approving Contract #C0009855, Joint Powers Agreement between Anoka County and Anoka-Hennepin Independent School District 11 for 2023-2026 Election Services for the base cost of \$55,000 in addition to approved expenses relating to the conduct of the election, subject to review by the county attorney as to form and legality. (Contract is on file in the Elections Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.
2. Commissioner Jeppson made motion approving Contract #C0009856, Joint Powers Agreement between Anoka County and Columbia Heights Independent School District 13 for 2023 Election Services for the base total cost of \$4,000 in addition to approved expenses relating to the conduct of the election, subject to review by the county attorney as to form and legality. (Contract is on file in the Elections Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.
3. Commissioner Meisner made motion approving Contract #C0009857, Joint Powers Agreement between Anoka County and Fridley Independent School District 14 for 2023-2026 Election Services for the base cost of \$2,000 per precinct in addition to approved expenses relating to the conduct of the election, subject to review by the county attorney as to form and legality. (Contract is on file in the Elections Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.
4. Commissioner Jeppson made motion approving Contract #C0009858, Joint Powers Agreement between Anoka County and Spring Lake Park Independent School District 16 for 2023 Election Services for the base total cost of \$4,000 in addition to approved expenses relating to the conduct of the election, subject to review by the county attorney as to form and legality. (Contract is on file in the Elections Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried.

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Commissioner Gamache presented the Property Records and Taxation Committee chair report.

1. Commissioner Gamache made motion approving Contract #C0009874, a renewal license agreement between the County of Anoka and Nearmap US, Inc., for aerial imagery in the amount of \$123,000 for 2023 and 2024, subject to review by the county attorney as to form and legality. (Contract is on file in the Property Records and Taxation Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

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Commissioner Braastad presented the Public Safety Committee report from the meeting of March 15, 2023.

Attorney's Office

1. Commissioner Braastad made motion approving Amendment No. 1 to Contract #C0006230, Management Control Agreement between Anoka County, various cities, and the Anoka County Joint Law Enforcement Council to extend the agreement for a certain term, to be negotiated by the Attorney's Office, of not more than five years. (Contract to be on file in the County Attorney's Office.) Commissioner Gamache seconded the motion. County Attorney Johnson reported that the chief law enforcement officers of the county had met and support a five-year term and indicated that if approved the Amendment to the Management Control Agreement would reflect that five-year term. Upon roll call vote, motion carried.

Emergency Communications

2. Commissioner Gamache made motion approving the purchase of one-year licenses from Prepared Live for 100 users in the amount of \$18,000, paid with 911 funds. Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.

Sheriff

3. Commissioner Braastad made motion approving Contract #C0009837, High Intensity Drug Trafficking Areas (HIDTA) Grant Agreement between the Office of the President, Office of National Drug Control Policy and the Anoka County Sheriff's Office in the amount of \$159,862 for a term of January 1, 2023, through December 31, 2024, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.

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The following items relate to appropriations for 2023 Memorial Day observances:

1. Commissioner Jeppson made motion approving appropriating, pursuant to Minn. Stat. Sec. 375.35, \$200 to each post of a recognized military service person's organization or society organized and existing in the county, holding charter from Congress or incorporated in this state, for defraying the expenses of Memorial Day exercises, which submits a written request to County Administration by December 31, 2023. Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.
2. Commissioner Gamache made motion approving reimbursing, pursuant to Minn. Stat. Sec. 375.34, expenses up to \$200 to any military service person's organization or society holding charter from Congress or incorporated in this state, which exists outside the county but holds Memorial Day services in the county, not to exceed a total reimbursement of \$1,000, and which submits a statement in writing by December 31, 2023, detailing the expenses incurred in such services. Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.
3. Commissioner Braastad made motion approving appropriating, pursuant to Minn. Stat. Sec. 375.34, up to \$2,500 to the Anoka County Veterans Council to aid in the observance of Memorial Day. Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried.

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The county board meeting was adjourned at 11:24 a.m.

ATTEST:

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

By: _____
Rhonda Sivarajah
County Administrator

By: _____
Matt Look, its Chair

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