

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

May 9, 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 (arrived at 9:36 a.m.)
	District #4	Scott Schulte
	District #5	Mike Gamache
	District #6	Julie Jeppson
	District #7	Mandy Meisner

Others Present: Rhonda Sivarajah, County Administrator; Brad Johnson, County Attorney; staff, and citizens

* * * * *

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 Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

* * * * *

Commissioner Schulte made motion accepting the regular claims paid over \$500 for the period ending April 21, 2023, and purchase-card claims paid for the period ending April 21, 2023. (Claims are on file in the County Administration Office.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.

* * * * *

Commissioner Meisner made motion approving the minutes from the April 25, 2023, Anoka County board meeting. Commissioner Jeppson seconded the motion. Motion carried unanimously.

* * * * *

Commissioner Reinert arrived at 9:36 a.m.

* * * * *

Anoka County Social Services Senior Manager Denise Kirmis presented mental health data, insight, and resources available to our residents and employees. The Mental Wellness Campaign for Anoka County will host the 14th Annual Walk for Mental Wellness at 10:00 a.m. on June 3, 2023, at Coon Rapids Dam Regional Park, 9750 Egret Blvd NW, Pavilion #3, Coon Rapids, MN.

* *

Commissioners Look, Jeppson, and Meisner offered the following resolution and moved its adoption:

RESOLUTION #2023-48

PROCLAIMING MAY AS MENTAL HEALTH AWARENESS MONTH IN ANOKA COUNTY

WHEREAS, for more than seventy years, our country has celebrated May as Mental Health Awareness Month to raise awareness about the importance of mental wellness for all; and,

WHEREAS, an estimated 21 percent of all adults live with a mental health condition, 67 percent of youth ages 6-17 experience a mental health disorder each year, and 46 percent of Americans will meet the criteria for a diagnosable mental health condition at some time in their lives; and,

WHEREAS, increased awareness of mental health for adults, families, and youth can lead to earlier recognition and treatment of mental health concerns along with reducing stigma; and,

WHEREAS, with early and effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and,

WHEREAS, the county is working with the community, consumers of mental health services, family members, and service providers to establish a continuum of mental health services that will provide the right service at the right time; and,

WHEREAS, the Mental Wellness Campaign for Anoka County is sponsoring the 14th Annual Walk for Mental Wellness on June 3, 2023:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby proclaim May 2023 to be Mental Health Awareness Month in Anoka County. We call upon all in our community to recommit to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

Motion carried unanimously. Resolution declared adopted.

* * * * *

Commissioner Look presented the Management Committee report from the meeting of April 25, 2023.

1. Commissioner Schulte made motion approving the following personnel transaction:
 - A. Restructure/fill - Administration/License & Passport Services - effective May 20, 2023 - vacancies due to transfers effective March 25, 2023, and April 8, 2023.

FROM: Two .6 FTE Associate Services Center Specialist - Grade 26, range \$20.49 to \$27.65 per hour. PC#s 1996001753 and 2014003039

TO: 1.0 FTE Associate Services Center Specialist - Grade 26, range \$20.49 to \$27.65 per hour. PC#1996001753

NOTE: PC#2014003039 and remaining .2 FTE will be eliminated.

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

* * * * *

Commissioner Look presented the Management Committee chair report.

1. Commissioner Gamache made motion approving the following travel item from the consent agenda, in accordance with the Travel and Expense Policies:
 - A. Denise Kirmis, Social Services Senior Manager, and Nicole Smith, Social Services Supervisor - Human Services/Community Social Services - to attend National Adult Protection Services Conference - Boston, MA - 4 days, August 2023 - costs for each, which are 100% grant funded, to include \$675 registration, \$1,230 lodging, \$356 per diem, and \$558 air fare, along with shared expense of \$24 mileage and \$50 ground transportation.

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

2. Commissioner Jeppson made motion approving the following personnel transaction:
 - A. Restructure/fill - Attorney's Office - effective May 9, 2023 - vacancy due to promotion effective April 22, 2023. PC#1992000120

FROM: 1.0 FTE Legal Assistant - Grade 28, range \$23.08 to \$31.16 per hour

TO: 1.0 FTE Paralegal - Grade 30, range \$25.97 to \$35.05 per hour

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

* * * * *

Commissioner Reinert presented the Intergovernmental and Community Relations Committee chair report.

1. Commissioner Reinert made motion approving Contract #C0009199A, an addendum with Lake Superior Transport Services, LLC; adding medical examiner transport services in the St. Louis County (North) region in the amount of \$450 for next-of-kin hold, \$950 per decedent for transportation or \$1,425 for two with a \$100 fee added to the transportation cost for situations that require roundtrip service; subject to review by the county attorney as to form and legality. (Contract is on file in the Medical Examiner's Office.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

* * * * *

Commissioner Gamache presented the Parks Committee report from the meeting of May 2, 2023.

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

RESOLUTION #2023-49

**RESOLUTION RELATING TO THE APPROVAL AND ADOPTION OF THE
COON LAKE REGIONAL PARK LONG RANGE PLAN**

WHEREAS, it is necessary and in the public interest for the County of Anoka to provide open space recreational facilities within the county; and,

WHEREAS, the County of Anoka has worked with the Metropolitan Council, local cities and other regulating agencies in a cooperative effort to develop a regional park in the city of Columbus; and,

WHEREAS, the County of Anoka and the Metropolitan Council have designated Coon Lake a regional park; and,

WHEREAS, the County of Anoka has developed a long-range program for development at Coon Lake Regional Park, which includes reconstruction and improvement of existing facilities and construction of new facilities and amenities; and,

WHEREAS, the Metropolitan Council requires an updated long range plan for this regional park be approved by the county and the Metropolitan Council prior to its adoption; and,

WHEREAS, the local city representatives, the general public, area residents and local businesses were given the opportunity to review and comment on the plan:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby adopt the Coon Lake Regional Park Long Range Plan, which is dated May 2023, a copy of which is on file in the Anoka County Parks Department, Bunker Hills Activities Center, 550 Bunker Lake Blvd., NW, Andover, MN 55304, and authorizes its submission to the Metropolitan Council for its approval so that park development will be eligible for future Metropolitan Council grant funding.

BE IT FINALLY RESOLVED that a copy of this resolution and long-range plan be forwarded to the Metropolitan Council, Anoka County Parks Department, and the cities of Columbus, East Bethel, and Linwood Township.

Motion carried unanimously. Resolution declared adopted.

2. Commissioner Gamache made motion awarding the following master contracts for professional services, subject to review by the county attorney as to form and legality:

Civil Engineering

- #C0009963 - Hakanson Anderson Association, Inc., Anoka, MN
- #C0009965 - Pioneer Engineering, PA, Mendota Heights, MN

Civil and Structural Engineering

- #C0009964 - Larson Engineering, Inc., White Bear Lake, MN
- #C0009966 - SRF Consulting, Inc., Minneapolis, MN
- #C0009967 - TKDA, St. Paul, MN

(Contracts are on file in the Parks Department.)

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

* * * * *

Commissioner Gamache offered the following resolution and moved its adoption:

RESOLUTION #2023-50

**APPROVING ANOKA COUNTY'S 2023 ANNUAL ACTION PLAN FOR THE
COMMUNITY DEVELOPMENT BLOCK GRANT AND
HOME INVESTMENT PARTNERSHIPS PROGRAM AND
AUTHORIZING SUBMISSION OF SUCH GRANT REQUESTS TO THE
UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

WHEREAS, Anoka County is an Entitlement County for the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program; and,

WHEREAS, Anoka County is entitled to HOME Investment Partnerships Program (HOME) funding through its participation in the Dakota County HOME Consortium with the City of Woodbury and the counties of Anoka, Dakota, and Suburban Ramsey; and,

WHEREAS, each Entitlement County is required to adopt a Consolidated Plan that establishes priorities for the use of CDBG and HOME funds; and,

WHEREAS, the proposed projects in the 2023 Annual Action Plan are eligible projects and are priorities identified in the 2020-24 Consolidated Plan; and,

WHEREAS, the application process for CDBG and HOME funds requires the submission of an Annual Action Plan to the U.S. Department of Housing and Urban Development; and,

WHEREAS, the Annual Action Plan requires a thirty-day public notice and public hearing before approval; and,

WHEREAS, the required public hearings were held on March 28, 2023, at 11:45 a.m. during the Anoka County Housing and Redevelopment Authority Board meeting in Room 705 of the Anoka County Government Center, 2100 Third Avenue, Anoka, Minnesota; and at 9:00 a.m. on April 25, 2023, at the Dakota County Administration Center, 1590 West Highway 55, Hastings, Minnesota, and the Anoka County public comment period for the PY23 Annual Action Plan was held from March 31, 2023, through May 5, 2023; and,

WHEREAS, one oral comment and one written comment were received at the public hearing and no written comments were received during the 30-day public comment period and considered during the development of the 2023 Annual Action Plan; and,

WHEREAS, receipt of the CDBG funds will require execution of a grant agreement between Anoka County and HUD:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve the Anoka County 2023 Annual Action Plan for the CDBG and HOME programs for submission to HUD.

BE IT FURTHER RESOLVED that the Anoka County Board Chair or her/his designee is authorized to execute and submit the Application for Assistance and Certifications.

BE IT FURTHER RESOLVED that the Anoka County Administrator or the Executive Director of the Anoka County Housing and Redevelopment Authority are hereby designated as the certifying officers for the environmental reviews.

BE IT FURTHER RESOLVED that the Anoka County Board Chair or her/his designee is authorized to execute the Fiscal Year 2023 CDBG Agreement with HUD for the acceptance of the CDBG funds upon final receipt of the documents and the Fiscal Year 2023 HOME Agreement with Dakota County Community Development Agency for the acceptance of the HOME funds upon final receipt of the documents.

BE IT FINALLY RESOLVED that the Anoka County Director of Community and Government Relations is authorized to execute agreements and/or contracts with cities and agencies receiving CDBG and HOME funding (Exhibit A).

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

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

* * * * *

Commissioner Look stated that Anoka County Chief Information Officer Susan Vreeland passed away on April 21, 2023. He shared Susan's background, work history, and many accomplishments at Anoka County.

* * * * *

The county board meeting was adjourned at 10:07 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.