

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

June 13, 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 #4	Scott Schulte
	District #5	Mike Gamache
	District #6	Julie Jeppson
	District #7	Mandy Meisner

Others Present: Rhonda Sivarajah, County Administrator; Bethany Fountain-Lindberg, Chief Deputy 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 Schulte seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Schulte made motion accepting the regular claims paid over \$500 for the periods ending May 19, 2023, and June 2, 2023, and purchase-card claims paid for the periods ending May 19, 2023, and June 2, 2023. (Claims are on file in the County Administration Office.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Jeppson made motion approving the minutes from the May 23, 2023, Anoka County board meeting. Commissioner Braastad seconded the motion. Motion carried unanimously.

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Commissioner Look presented the Management Committee report from the meeting of May 23, 2023.

1. Commissioner Meisner made motion approving the following personnel transaction:
 - A. New position - Human Services/Community Social Services and Behavioral Health - contingent on Minnesota Department of Human Services Opioid Child Protection Allocation funding - effective June 13, 2023. PC#2023003483

1.0 FTE Senior Social Worker - Grade 34, range \$33.66 to \$47.12 per hour.

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

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The following items came forward on an additional agenda, as recommended by the Management Committee:

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

RESOLUTION #2023-62

**ANOKA COUNTY
REGULATIONS AND PROCEDURES FOR A DRUG FREE WORKPLACE
FOR EMPLOYEES IN SAFETY SENSITIVE POSITIONS**

WHEREAS, Anoka County is genuinely concerned with the use and abuse of unauthorized drugs and alcohol as they relate to the safety and work performance of its employees in safety sensitive positions, specifically employees with Commercial Drivers Licenses (CDLs). Anoka County recognizes concern with drug and alcohol abuse in the workplace and its negative impact on productivity, safety, and employee morale; and,

WHEREAS, Anoka County wishes to protect employees, co-workers, and the public from the hazards created by an employee in a safety sensitive position who might endanger his/her/others health and well-being through use of unauthorized drugs and/or alcohol; and,

WHEREAS, under the Federal Occupational Health and Safety Act for Workplace Safety, it is the county's responsibility to maintain a safe working environment for all its employees; and,

WHEREAS, the Anoka County Board of Commissioners adopted Resolution #94-209 that established Regulations and Procedures for a Drug Free Workplace for Employees in Safety Sensitive Positions, which resolution complied with 49 CFR, Part 391 and Part 382, and which was subsequently adopted by the Minnesota Department of Transportation; and,

WHEREAS, Anoka County has the desire to update Resolution #94-209 to meet the most current regulations that include, 49 CFR, Part 40 (Procedures for Transportation Workplace Drug and Alcohol Testing Programs), Part 382 (Controlled Substance and Alcohol Use and Testing), and Part 383 (Commercial Driver's License Standards); and,

WHEREAS, the attached regulations and procedures encompass the controlled substance and alcohol testing requirements of:

The Federal Department of Transportation, Federal Highway Administration, as outlined in 49 CFR; Part 40, Part 382, and Part 383. The Minnesota Department of Transportation, effective August 1, 1993, essentially adopted the federal requirements with some exceptions and earlier implementation dates.

The purpose of these procedures is to establish employer-based alcohol and controlled substances testing programs to help prevent accidents and injuries resulting from the misuse of alcohol and controlled substances by drivers of commercial motor vehicles (CMV). This rule prohibits any alcohol misuse that could affect performance of driving a CMV; including: (1) use on the job, (2) use during the four hours before driving a CMV, (3) having prohibited concentrations of alcohol in the system while driving CMVs, (4) use during 8 hours following an accident, and (5) refusal to take a required test. This regulation prohibits any controlled substances use, without a licensed Doctor of Medicine or Osteopathy's written prescription.

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby adopt the attached regulations and procedures for employees in safety sensitive positions as mandated by the Federal Department of Transportation, Federal Highway Administration as outlined in 49 CFR, Part 40, Part 382, and Part 383, and which reflect the conditions and limitations for drug and alcohol testing in the workplace according to Minnesota Statute.

(The regulations and procedures are on file in the County Administration Office.)

Motion carried unanimously. Resolution declared adopted.

2. Commissioner Meisner made motion approving a proposed update to the Anoka County Personnel Rules and Regulations. Commissioner Gamache seconded the motion. Motion carried unanimously.
3. Commissioner Gamache made motion entering into Contract #C0010070 with Hartman Advisors, an Information Technology advisory firm, subject to successful contract negotiations, for interim leadership in an amount not to exceed \$288,000, effective June 13, 2023, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Resources Department.) Commissioner Jeppson seconded the motion.

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Commissioner Reinert made motion to amend the motion adding language to begin soliciting for the new positions by August. After discussion, Commissioner Reinert withdrew his motion.

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Upon roll call vote on the original motion approving a contract with Hartman Advisors, motion carried unanimously.

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Commissioner Braastad presented the Transportation Committee report from the meeting of May 24, 2023.

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

RESOLUTION #2023-63

**MODIFYING RIGHT OF ACCESS OPENINGS
FOR THE RENOVATION CHURCH PROPERTY
ALONG CSAH 17 (LEXINGTON AVENUE)
IN THE CITY OF BLAINE, MINNESOTA**

WHEREAS, Renovation Church owns property situated along CSAH 17 (“Lexington Avenue”), legally described as Lot 1, Block 1, RENOVATION CHURCH 1ST ADDITION, Anoka County, Minnesota (PIN #12-31-23-22-0077), and Outlot A, PARKSIDE NORTH 12TH ADDITION, Anoka County, Minnesota (PIN #12-31-23-22-0076) in the city of Blaine, Anoka County, Minnesota (collectively “the Property”); and,

WHEREAS, the Property is subject to dedicated access restrictions along Lexington Avenue, as described in a deed registered/recorded in Anoka County as Document No. 530001.001 (“Existing Access”), and currently has a limited access opening along Lexington Avenue, as described in Exhibit A-1; and,

WHEREAS, Renovation Church is re-platting the Property and, in that process, Anoka County staff have met with the landowner and the City of Blaine to re-assess the Existing Access rights from Renovation Church onto Lexington Avenue; and,

WHEREAS, in connection with the future development of the Renovation Church Property, the landowners, City of Blaine, and Anoka County agree that a modification of Existing Access along Lexington Avenue is appropriate and in the best interests of the traveling public; and,

WHEREAS, the proposed access modifications, legally described in Exhibits A-1 and A-2 and depicted in Exhibits B-1 and B-2, allow for ingress/egress and site circulation while ensuring public safety by continuing to provide limited (right-in/right-out) access to/from the Renovation Church Property and Lexington Avenue; and,

WHEREAS, in exchange for the county’s conveyance of the above-described break in dedicated access depicted in Exhibit B-1, Renovation Church will concurrently convey its Existing Access rights to Anoka County, to close the southerly access point along the Renovation Church Property onto Lexington Avenue, as shown on Exhibit B-2:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes and directs the Anoka County board chair and Anoka County administrator to execute the deeds and any other documents necessary to carry out the modifications of access points between Renovation Church and Lexington Avenue, as described herein.

(Exhibits are on file in the County Administration Office.)

Motion carried unanimously. Resolution declared adopted.

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

RESOLUTION #2023-64

**RELEASING EXISTING DRAINAGE & PONDING EASEMENT
AND ESTABLISH NEW DRAINAGE & PONDING EASEMENT ON
RENOVATION CHURCH PROPERTY
IN THE CITY OF BLAINE, MINNESOTA**

WHEREAS, Renovation Church owns property situated along CSAH 17 (“Lexington Avenue”) which is legally described as Lot 1, Block 1, RENOVATION CHURCH 1ST ADDITION, Anoka County, Minnesota (PIN #12-31-23-22-0077), and Outlot A, PARKSIDE NORTH 12TH ADDITION, Anoka County, Minnesota (PIN #12-31-23-22-0076) in the city of Blaine, Anoka County, Minnesota (collectively “the Property”); and,

WHEREAS, two easement areas for drainage and ponding are currently situated on the Property as described in Anoka County Doc. No. 487643.009 (“Existing Easements”); and,

WHEREAS, Renovation Church is re-platting its Property and, in that process, the county has met with the landowner and the City of Blaine to reassess the utility of the Existing Easements on the Property; and,

WHEREAS, the county engineer has determined that the Existing Easements should be vacated/released and a new drainage and ponding easement should be established in a different location on the Property to most effectively manage drainage and ponding needs for the Renovation Church Property and the adjacent Lexington Avenue corridor; and,

WHEREAS, the proposed drainage and ponding easement modifications, legally described in Exhibits A-1 and A-2, and depicted in Exhibits B-1 and B-2, are in the public’s best interests; and,

WHEREAS, in exchange for the county’s release of Existing Easements on the Property, as described in Exhibit A-1 and depicted in Exhibit B-1, Renovation Church will concurrently deed easement rights to the County of Anoka, to establish new drainage and ponding easements in equal size, as described in Exhibit A-2 and depicted in Exhibit B-2:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes and directs the Anoka County board chair and Anoka County Administrator to execute the deeds and/or any other documents necessary to carry out the drainage and ponding easement modifications described herein.

(Exhibits are on file in the County Administration Office.)

Motion carried unanimously. Resolution declared adopted.

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

RESOLUTION #2023-65

**AUTHORIZATION TO ACQUIRE
PROPERTY FOR FUTURE HIGHWAY PROJECT**

WHEREAS, the Anoka County Highway Department is continually planning for the improvement of the county highway system to provide for the safety of the traveling public; and,

WHEREAS, occasionally certain lands become available for direct purchase which are deemed necessary for future projects, to prevent future acquisition problems, or to correct difficult areas in existing projects; and,

WHEREAS, the necessary lands, identified as meeting one or more of the above-mentioned criteria, are currently being offered for sale by the owner (“Subject Property”), as more particularly described in Exhibit A; and,

WHEREAS, the Subject Property is necessary for a future road project to improve CSAH 9 (Round Lake Boulevard) at 174th Avenue NW, also known as Lot 1 Block 4 Langseths Pine Acres, in a project to be collectively undertaken by Anoka County and the City of Andover; and,

WHEREAS, the Anoka County Highway Department will not obtain a market value appraisal of the Subject Property, due to this parcel being undeveloped and unbuildable with a minimal value under \$25,000:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes the county engineer to negotiate the terms of a purchase agreement to acquire the Subject Property through direct negotiation with the landowner, subject to future cost share agreements and reimbursements from participating jurisdictions, to be set forth in a joint powers agreement.

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

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

4. Commissioner Meisner made motion approving Contract #C0009932, a professional services contract with Hagen, Christensen & McIlwain (HCM) Architects, PA, for architectural/engineering services for the Coon Lake maintenance facility, 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 unanimously.
5. Commissioner Gamache made motion approving Contract #C0009775, a Joint Powers Agreement with the City of Andover for Project SAP 002-620-009, signal modifications at the intersection of CSAH 9 (Round Lake Boulevard) and CSAH 20 (161st Avenue) in the city of Andover, 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 unanimously.
6. Commissioner Schulte made motion approving Contract #C0009813, a Joint Powers Agreement with the City of Coon Rapids for traffic signal maintenance responsibilities at the intersection of CSAH 78 (Hanson Boulevard) and CSAH 11 (Northdale Boulevard/Robinson Drive), in the city of Coon Rapids, 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 unanimously.
7. Commissioner Gamache made motion approving Contract #C970538A, Joint Powers Agreement Amendment No. 1 with the City of Coon Rapids, for traffic control signal system maintenance responsibilities at the intersection of CSAH 11 (Foley Boulevard) and 99th Avenue in the city of Coon Rapids, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Schulte seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Braastad presented the Transportation Committee Chair report.

1. Commissioner Gamache made motion approving Contract #C0009971, Joint Powers Agreement with the City of Coon Rapids for Project SAP 002-611-039, utility and pavement surface improvements along CSAH 11 (Northdale Boulevard) from Quince Street to Juniper Street NW in the city of Coon Rapids, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Schulte seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Reinert presented the Intergovernmental and Community Relations Committee report from the meeting of May 24, 2023.

1. Commissioner Gamache made motion authorizing John Lenarz, Deputy Registrar of Motor Vehicles for Anoka County, to sign Contract #C0010019, Agreement for Services with Intellectual Technology, Inc. (ITI) and Contract #C0010020, a Self-Service Kiosk Addendum for Deputy Registrars with the Department of Public Safety for a self-service kiosk at no cost to the county to be placed in the Cub Foods, Riverdale location, subject to review by the county attorney as to form and legality. (Contracts are on file in the License and Passport Services Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

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

RESOLUTION #2023-66

**ACCEPTING DEDICATED DONATION
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 Coon Rapids VFW Auxiliary, Post 9625 donated \$200 (Two hundred dollars) to the Anoka County Veteran Services; and,

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 donation from Coon Rapids VFW Auxiliary, Post 9625 and extends its grateful appreciation.

Motion carried unanimously. Resolution declared adopted.

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Commissioner Gamache presented the Parks Committee report from the meeting of June 6, 2023.

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

RESOLUTION #2023-67

**RELATING TO THE ISSUANCE OF PERMITS FOR
ARCHERY DEER HUNTING IN DESIGNATED AREAS OF
BUNKER HILLS REGIONAL PARK, COON RAPIDS DAM REGIONAL PARK
AND RICE CREEK CHAIN OF LAKES PARK RESERVE**

WHEREAS, the Anoka County Board of Commissioners has determined that the number of deer in Bunker Hills Regional Park, Coon Rapids Dam Regional Park, and Rice Creek Chain of Lakes Park Reserve are in excess of a sustainable population; and,

WHEREAS, based on aerial survey indices and other deer management variables, Anoka County has determined the deer density to be greater than 39 deer per square mile in Bunker Hills Regional Park, greater than 21 deer per square mile in Coon Rapids Dam Regional Park, and greater than 22 deer per square mile in Rice Creek Chain of Lakes Park Reserve during the last survey; and,

WHEREAS, an excess deer population has a negative impact on the natural resources of the park, creates a danger to users of roads and highways surrounding and within the parks; and,

WHEREAS, the management goal of Anoka County is to sustain a deer population density of 15 to 20 deer per square mile within the park system:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby authorize the Parks Department to issue permits for archery deer hunting by state licensed hunters possessing a valid 2023 Anoka County Archery Deer Hunting Permit in designated areas of the parks. The permits shall be effective from October 27, 2023, to and including December 31, 2023, with certain restrictions.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners does hereby request that the Parks Department conduct an analysis of the effect of the archery hunt on the deer population and that the analysis be conducted after the permit sunset date on December 31, 2023, and before the next 2024 deer hunting season for consideration by the Parks Committee of the county board.

BE IT FINALLY RESOLVED that the cities of Andover, Coon Rapids, Blaine, Ham Lake, Lino Lakes, and Centerville be notified of the passage of this resolution and be provided a copy of it.

Motion carried unanimously. Resolution declared adopted.

Commissioner Schulte made motion to reconsider the Transportation Committee Chair report action item previously approving Contract #C0009971, Joint Powers Agreement with the City of Coon Rapids for Project SAP 002-611-039, utility and pavement surface improvements along CSAH 11 (Northdale Boulevard) from Quince Street to Juniper Street NW in the city of Coon Rapids, to change Juniper Street NW to Ilex Street NW. (Contract is on file in the Highway Department.) Commissioner Gamache seconded the motion. Motion carried unanimously.

Committee Appointments:

1. Commissioner Jeppson made motion reappointing Jill Brown and Jon Erickson to the Anoka County Community Action Program, as public sector representatives, for terms expiring May 2026. Commissioner Gamache seconded the motion. Motion carried unanimously.

The county board meeting was adjourned at 10:32 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.