

# ANOKA COUNTY BOARD MEETING

## MINUTES

Government Center  
Anoka, Minnesota

July 11, 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; Brad Johnson, County Attorney; staff, consultants, and citizens

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Commissioner Braastad made motion accepting the regular claims paid over \$500 for the period ending June 30, 2023, and purchase-card claims paid for the period ending June 30, 2023. (Claims are on file in the County Administration Office.) Commissioner Jeppson seconded the motion. Motion carried unanimously.

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Commissioner Schulte made motion approving the minutes from the June 27, 2023, Anoka County board meeting. Commissioner Jeppson seconded the motion. Motion carried unanimously.

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Anoka County Fair Board of Directors President Mike Ahlers and Anoka County Fair Manager Michaela Liebl presented information related to the Anoka County Fair scheduled July 25-30, 2023, at the Anoka County Fairgrounds.

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Commissioner Look presented the Management Committee report from the meeting of June 27, 2023.

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

### **RESOLUTION #2023-74**

#### **ACCEPTING A DONATION TO THE ANOKA COUNTY ATTORNEY'S OFFICE**

WHEREAS, the County of Anoka is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts; and,

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Minnesota Department of Corrections/Minnesota Correctional Facility  
- Rush City Restorative Justice Program - \$2,000

WHEREAS, the terms or conditions of the donation, if any, are as follows:

The donation is to be used solely to provide services and support for victims of crime.

WHEREAS, the donation has been contributed to the county for the benefit of its citizens, as allowed by law; and,

WHEREAS, the county board finds that it is appropriate to accept the donation offered:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby accepts the donation described above to be used as designated to provide services and directs the department to issue a receipt to the donor acknowledging the county's receipt of the donor's donation and authorizes the Finance and Central Services Division to set up the appropriate financial tracking of the donation in cooperation with the department receiving the donation.

Motion carried unanimously. Resolution declared adopted.

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

1. Commissioner Gamache made motion approving the following:

A. **New** positions - Human Services/Community Corrections - effective July 11, 2023. PC#s 2023003491, 2023003492, 2023003493, 2023003494, and 2023003495.

**Five** 1.0 FTE Probation Officer IV, Grade 34, range \$33.66 to \$47.12 per hour.

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

2. Commissioner Schulte made motion approving the following:

A. **New/refund/restructure** positions - Human Services/Community Corrections - effective July 11, 2023.

**FROM:** .5 FTE Probation Officer IV (unfunded) - Grade 34, range \$33.66 to \$47.12 per hour. PC#2000002015

and

**New** .5 FTE Probation Officer IV, Grade 34, range \$33.66 to \$47.12 per hour. PC#2000002015

**TO:** 1.0 FTE Probation Officer IV, Grade 34, range \$33.66 to \$47.12 per hour. PC#2000002015

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

3. Commissioner Reinert made motion approving the following:

A. **New** positions - Human Services/Community Corrections - effective July 11, 2023. PC#s 2023003488, 2023003489, and 2023003490.

**Three** 1.0 FTE Supervisor, Community Corrections, Grade 36, range \$38.71 to \$54.19 per hour.

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

4. Commissioner Braastad made motion approving the following:

A. **New** position - Human Services/Community Corrections - effective July 11, 2023. PC#2023003497

1.0 FTE Lead Program Planner - Grade 36, range \$38.71 to \$54.19 per hour.

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

5. Commissioner Jeppson made motion approving the following:

A. **New** position - Human Services/Community Corrections - effective July 11, 2023.  
PC#2023003495

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.

6. Commissioner Reinert made motion approving the following:

A. **New/refund/restructure/fill** - Human Services/Community Corrections - effective July 11, 2023. PC#2017003250

**FROM:** .5 FTE Associate Administrative Assistant (unfunded) - Grade 26, range \$20.49 to \$27.65 per hour.

and

**New** .5 FTE Senior Social Worker, Grade 34, range, \$33.66 to \$47.12 per hour.

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

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

7. Commissioner Gamache made motion approving the following:

A. **New** position - Human Services/Community Social Services and Behavioral Health - effective July 11, 2023. PC#2023003505

1.0 FTE Social Worker - Grade 32, range \$29.24 to \$40.92 per hour.

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

8. Commissioner Schulte made motion approving the following:

A. **New** positions - Human Services/Economic Assistance- contingent on federal and state funding - effective July 11, 2023. PC#s 2023003501, 2023003502, 2023003503, and 2023003504.

**Four** 1.0 FTE Associate Eligibility Specialist - Grade 28, range \$23.08 to \$31.16 per hour.

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

9. Commissioner Jeppson made motion approving the following:

A. **New** position - Human Services/Public Health and Environmental Services - effective July 11, 2023. PC#2023003499

1.0 FTE Public Health Nurse - Grade 34, range \$33.66 to \$47.12 per hour.

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

10. Commissioner Braastad made motion approving the following:

A. **New** position - Human Services/Public Health and Environmental Services - effective July 11, 2023. PC#2023003500

1.0 FTE Manager, Human Services Programs - Grade 38, \$44.52 to \$62.31 per hour.

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

11. Commissioner Meisner made motion approving the following:
- A. **New** position - Human Services/Community Social Services and Behavioral Health - contingent on State of Minnesota Local Homeless Prevention Aid funding - effective July 11, 2023. PC#2023003506

1.0 FTE      Lead Program Planner - Grade 36, range 38.71 to \$54.19 per hour.

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

12. Commissioner Braastad made motion approving the following:

- A. **New** position - Sheriff's Office - effective July 11, 2023. PC#2023003498.

1.0 FTE      Senior Business Systems Analyst - Grade 36, range \$38.71 to \$54.19 per hour.

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

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

**RESOLUTION #2023-75**

**APPROVING THE TENTATIVE AGREEMENT  
BETWEEN THE COUNTY OF ANOKA AND  
LAW ENFORCEMENT LABOR SERVICES, INC.  
REPRESENTING THE OFFICE INVESTIGATORS  
IN THE MEDICAL EXAMINER'S OFFICE  
FOR JANUARY 1, 2022, THROUGH DECEMBER 31, 2024**

WHEREAS, representatives of Anoka County and representatives of Law Enforcement Labor Services, Inc., representing the Office Investigators in the Anoka County Midwest Medical Examiner's Office engaged in labor negotiations and mediation in order to reach a tentative agreement on a collective bargaining agreement for the period of January 1, 2022, through December 31, 2024; and,

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

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, labor negotiator, and other appropriate individuals be authorized and directed to execute the original contracts and documents.

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

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

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Commissioner Braastad presented the Transportation Committee report from the meeting of June 28, 2023.

1. Commissioner Look made motion awarding Contract #C0010095 to North Pine Aggregate, Inc., in the amount of \$3,549,753.62 for Project SP 0202-123, construction of transportation infrastructure improvements on US Highway 10/169 and adjacent frontage/backage roads, in preparation for the construction of the Ramsey Gateway project, located in the cities of Anoka and Ramsey, subject to review by the county attorney as to form and legality. (Contract is on file in the Transportation Department.) Commissioner Schulte seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Jeppson made motion awarding Contract #C0010093 to North Valley Inc., in the amount of \$2,509,520.66 for Project CP 23-18-00, the 2023 County-Wide Overlay Program (2nd phase) at various locations throughout Anoka County, subject to review by the county attorney as to form and legality. (Contract is on file in the Transportation Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

3. Commissioner Look made motion entering Contract #C0010141, an agreement with the Federal Highway Administration (FHWA) for the INFRA Grant which was received for Project SP 0202-116, construction of grade-separated interchanges along US Highway 10/169 at CSAH 56 (Ramsey Boulevard) and CSAH 57 (Sunfish Lake Boulevard) and associated railroad crossings at BNSF railroad improvements, including frontage roads, backage roads, and other corridor improvements, in the cities of Ramsey and Anoka, subject to review by the county attorney as to form and legality. (Contract is on file in the Transportation Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.
4. Commissioner Reinert made motion entering into Contract #C0009865, a Joint Powers Agreement with Linwood Township for Project SAP 002-600-018, improvements to 205th Avenue, from Lyons Street to the entrance of Carlos Avery Wildlife Management Area, in Linwood Township, subject to review by the county attorney as to form and legality. (Contract is on file in the Transportation Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.
5. Commissioner Schulte made motion approving Contract #C0010124, a professional services contract with ICS for construction management 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 Transportation Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

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Transportation Chief Officer Joe MacPherson gave an update on funding, timing, and design of proposed future improvements to Trunk Highway 65.

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Commissioner Reinert presented the Intergovernmental and Community Relations Committee report from the meeting of June 27, 2023. All items were of an informational nature and required no board action.

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Commissioner Gamache presented the Parks Committee report from the meeting of July 5, 2023.

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

**RESOLUTION #2023-76**

**RESOLUTION ACCEPTING GIFT FROM CENTERVILLE LIONS CLUB**

WHEREAS, the Centerville Lions Club donated a gift of \$350 to the Anoka County Parks Department; and,

WHEREAS, Minn. Stat 465.03 requires the county to accept gifts by resolution expressed in terms prescribed by the donor:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby accept the gift of money from the Centerville Lions Club.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby wishes to extend its grateful appreciation to the Centerville Lions Club for its generous and valued donation to the Parks Department.

Motion carried unanimously. Resolution declared adopted.

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

**RESOLUTION #2023-77**

**RESOLUTION ACCEPTING GIFT FROM COON RAPIDS LIONS CLUB**

WHEREAS, the Coon Rapids Lions Club donated a gift of \$1,000 to the Anoka County Parks Department in support of the Kids Fishing Clinic; and,

WHEREAS, Minn. Stat 465.03 requires the county to accept gifts by resolution expressed in terms prescribed by the donor:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby accept the gift of money from the Coon Rapids Lions Club.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby wishes to extend its grateful appreciation to the Coon Rapids Lions Club for its generous and valued donation to the Parks Department.

Motion carried unanimously. Resolution declared adopted.

3. Commissioner Reinert offered the following resolutions and moved their adoption:

**RESOLUTION #2023-78**

**APPROVING USE OF GRANT FUNDS THROUGH THE  
METROPOLITAN COUNCIL'S G.O. BOND APPROPRIATION FOR  
TRAIL IMPROVEMENTS WITHIN  
RICE CREEK NORTH REGIONAL TRAIL CORRIDOR**

WHEREAS, Anoka County was the recipient of a \$200,000 State G.O. Bond appropriation under the recently enacted capital appropriations bill, Laws 2023, Chapter 71, subd. 4, which will be administered as a grant through the Metropolitan Council; and,

WHEREAS, the purpose of the grant is to finance the following project:

Design of multi-use trails in Circle Pines and Lino Lakes that are within, or generally parallel to and within, the Rice Creek North Regional Trail corridor. The trails include bridges, separated trails, elevated walkways, and paved pathways (hereinafter the "Project").

WHEREAS, the county intends to undertake the above Project upon receipt of a fully executed grant agreements from the Metropolitan Council; and,

WHEREAS, the Metropolitan Council requires each jurisdiction's governing board to give authorization for such bond financing:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby accept the above grant through the Metropolitan Council's bond appropriation for the identified Project.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby authorizes its county administrator and/or the Parks director, or their designees, to execute and deliver all grant agreements, permits, declarations, and other legal or contractual documents necessary to secure funding or reimbursements for the Project.

BE IT FINALLY RESOLVED that the Anoka County Board of Commissioners directs that a copy of this resolution be forwarded to the Metropolitan Council.

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**RESOLUTION #2023-79**

**RESOLUTION OF SUPPORT FOR CAPITAL BUDGET REQUEST  
TO MINNESOTA MANAGEMENT & BUDGET TO FUND TRAIL IMPROVEMENTS  
FOR THE RICE CREEK REGIONAL TRAIL SYSTEM**

WHEREAS, Anoka County Parks recently submitted an application requesting \$6,750,000 in state funds to construct the last remaining 1.75-mile gap in the Rice Creek Regional Trail System; and,

WHEREAS, the purpose of the funding request is to finance the following project:

To construct the last remaining 1.75-mile gap in the Rice Creek Regional Trail system, which links the cities of Lino Lakes, Circle Pines, Blaine, Shoreview, Mounds View, New Brighton and Fridley to Minneapolis and the metro area via the Rice Creek

Regional Trail system. The trail provides alternate transportation for commuters, scenic recreation for passive users, and better access to the surrounding resources in the community (hereinafter the “Project”).

WHEREAS, the state Minnesota Management and Budget office requires each jurisdiction’s governing board to adopt a resolution of support for such funding requests:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby fully support the county Parks Department’s application for a capital budget funding request of \$6,750,000 for the above-identified Project.

BE IT FURTHER RESOLVED the Anoka County Board of Commissioners hereby authorizes its county administrator, the Parks director, or their designees, to execute and deliver all applications, grant agreements, amendments, permits, declarations, or other legal or contractual documents necessary to complete the application process and secure funding for the Project.

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

4. Commissioner Reinert made motion awarding Contract #C0010127 to Blue Rhino Studios in the amount of \$125,000 a contract for the Exhibit and Displays/Design Build Services for the Wargo Nature Center, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Schulte seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Reinert made motion entering into Contract #C0010148, a Temporary Use Agreement between the Metropolitan Airports Commission; the County of Anoka; and Lynx FBO Anoka, LLC, d/b/a Atlantic Aviation, in conjunction with the 3M Open for parking, subject to review by the county attorney as to form and legality. (Contract is on file in the Community and Governmental Relations Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Jeppson offered the following resolution and moved its adoption:

**RESOLUTION #2023-80**

**RESOLUTION ESTABLISHING AN ANOKA COUNTY LIBRARY ADVISORY BOARD,  
REPLACING THE ANOKA COUNTY LIBRARY BOARD**

WHEREAS, pursuant to 2023 Session Law Chapter 62 (HF1830), signed into law by Governor Tim Walz on May 24, 2023, the Minnesota State Legislature enacted new legislation to establish an Anoka County Library Advisory Board, replacing the Anoka County Library Board; and,

WHEREAS, the text of the enacted legislation reads as follows:

**Sec. 7. [134.115] ANOKA COUNTY LIBRARY ADVISORY BOARD.**

Subdivision 1. **Appointment.** The Anoka County Board of Commissioners shall direct, operate, and manage the suburban Anoka County library system. The county board shall appoint seven members to a suburban Anoka County Library Advisory Board. All members must reside in the suburban county library service area. The Anoka County Library Advisory Board shall replace the existing Anoka County Library Board upon the effective date of this section.

Subd. 2. **Powers and duties.** The Anoka County Library Advisory Board shall provide advice and make recommendations on matters pertaining to county library services. The Anoka County Library Advisory Board shall provide recommendations regarding integrated county service delivery that impacts or is enhanced by library services. The county board may delegate additional powers and duties to the Anoka County Library Advisory Board.

**EFFECTIVE DATE.** This section is effective the day after the governing body of Anoka County and its chief clerical officer comply with Minnesota Statutes, Section 645.021, subdivisions 2 and 3; and,

WHEREAS, the new legislation is a special law as defined in the Minnesota Constitution, Article XII, Section 2, and therefore requires approval by resolution adopted by a majority vote of the Anoka County Board of Commissioners:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve of Minn. Stat. § 134.115 as described above by adoption of this resolution.

BE IT FURTHER RESOLVED that in accordance with Minn. Stat. § 134.115, subd. 2, Anoka County, by and through its Board of Commissioners, establishes an Anoka County Library Advisory Board with the following powers and duties:

- Encourage innovation and creativity, foster thoughtful and strategic discussions about opportunities and challenges for the library, and support library initiatives.
- Communicate library programs, resources, and services to the community to help increase library usage.
- Promote the library in the community and support the library’s long-term vision.
- Accept donations to the library and support fundraising opportunities.
- Review and comment on library plans, goals and priorities.

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

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County Administrator Rhonda Sivarajah introduced Chief Information Officer David Elges of Hartman Executive Advisors. David shared background information and stated that his focus will be on operational continuity and departmental assessment.

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The county board meeting was adjourned at 10:42 a.m.

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

ATTEST:

By: \_\_\_\_\_  
Rhonda Sivarajah  
County Administrator

By: \_\_\_\_\_  
Matt Look, its Chair

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