

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

July 12, 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 #3	Robyn West
	District #4	Mandy Meisner
	District #5	Mike Gamache
	District #6	Jeff Reinert
	District #7	Scott Schulte

Others Present: Rhonda Sivarajah, County Administrator; Tony Palumbo, County Attorney; and staff

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Commissioner Braastad made motion accepting the regular claims paid over \$500 for the period ending July 1, 2022, and purchase-card claims paid for the period ending July 1, 2022. (Claims are on file in the County Administration Office.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Look made motion approving the minutes from the June 28, 2022, Anoka County board meeting. Commissioner West seconded the motion. Motion carried unanimously.

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Community Corrections Director Dylan Warkentin presented information related to the contributions of the Anoka County Community Corrections Department to promote public safety on a daily basis.

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Commissioner Schulte offered the following resolution and moved its adoption:

RESOLUTION #2022-93

RESOLUTION RECOGNIZING PROBATION OFFICERS AND PROBATION OFFICER ASSISTANTS IN ANOKA COUNTY

WHEREAS, Community Corrections is an essential part of the justice system; and,

WHEREAS, Community Corrections professionals uphold the law with dignity, while recognizing the right of the public to be safe-guarded from criminal activity; and,

WHEREAS, Community Corrections professionals are responsible for supervising adult and juvenile offenders in the community; and,

WHEREAS, Community Corrections professionals are highly trained professionals who provide evidence-based case management services and facilitate programing for clients involved with the criminal justice system; and,

WHEREAS, Community Corrections professionals work in partnership with community agencies and groups; and,

WHEREAS, Community Corrections professionals promote prevention, intervention, and advocacy through proven methodologies; and,

WHEREAS, Community Corrections professionals provide services, support, and protection for crime victims; and,

WHEREAS, Community Corrections professionals advocate community and restorative justice; and,

WHEREAS, Community Corrections professionals are a true Force for Positive Change for their clients and within communities:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby celebrate National Probation and Parole Services week, July 17-23, 2022, and encourages all citizens to honor these community corrections professionals for their important contributions to public safety.

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 Schulte made motion approving the following personnel transaction:
 - A. **New** Positions - Human Services/Community Health and Environmental Services - contingent on Minnesota Department of Health Local Public Health Grant - effective July 12, 2022.

Two 1.0 FTE Senior Program Planner - Grade C013, range \$26.45 to \$44.08 per hour.
PC#s 20220003443 and 2022003444

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

2. Commissioner West offered the following resolutions and moved their adoption:

RESOLUTION #2022-94

RESOLUTION AUTHORIZING THE DISCONTINUATION OF THE DEFERRED COMPENSATION PLAN AUTO-ENROLLMENT AND “MATCH THE MINIMUM” CONTRIBUTION

WHEREAS, on June 23, 2009, the county board approved Resolutions #2009-63 and #2009-64 establishing the deferred compensation auto-enrollment and “Match the Minimum” contribution; and,

WHEREAS, the county is implementing a new Human Resources Management System (HRMS) in the fall of 2022; and,

WHEREAS, the automation within the new HRMS supports employee choice in a completely automated environment; and,

WHEREAS, the current auto-enrollment and “Match the Minimum” programs are no longer supported by the HRMS or all of our deferred compensation providers; and,

WHEREAS, the Benefits Compensation Committee and the Anoka County Board wish to promote choice and flexibility for employees to encourage participation within the deferred compensation plan:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby authorize the discontinuation of the Deferred Compensation Plan auto-enrollment and the “Match the Minimum” contribution.

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RESOLUTION #2022-95

**RESOLUTION AUTHORIZING AMENDMENT TO ANOKA COUNTY
VARIABLE ANNUITY LIFE INSURANCE COMPANY (VALIC) 457(b)
DEFERRED COMPENSATION PLAN AS OF JULY 12, 2022, AND
PROVIDING AUTHORITY TO THE CHIEF HUMAN RESOURCES OFFICER
AND THE CHIEF FINANCIAL OFFICER TO
EXECUTE THE APPROPRIATE DOCUMENTS**

WHEREAS, in November of 1996, the county approved Resolution #96-161, Authorizing VALIC as the Second 457(b) Deferred Compensation Plan; and,

WHEREAS, on June 22, 2021, the county approved Resolution #2021-83, Authorizing Cessation of Contributions to the VALIC 457(b) Plan effective September 30, 2021; and,

WHEREAS, the agreement with VALIC allows the county the right to amend, modify, or discontinue all or any portion of the plan without the consent of the employees or beneficiaries of any employees participating in the plan; and,

WHEREAS, in December of 2019, the Federal Government approved the Setting Every Community Up for Retirement Enhancement Act (SECURE Act) and the American Miners Act (Miners Act), which have a significant impact on Anoka County's 457(b) Deferred Compensation Plan. The county feels it is in the best interest of its employees to cease all contributions and provide options to employees to adjust their accounts as desired; and,

WHEREAS, the SECURE Act and Miners Act require governments to adjust their 457(b) plans by December 31, 2022, for the following mandatory items:

- Increase in age of required minimum distributions from 70 ½ to 72
- Changes listed in the act for post-death rules for 457(b) plans
- Prohibition from making loans through credit cards

and decide which of the following electable items may be included:

- Portability of lifetime income options.
- Withdrawals of \$5,000 per child within 1 year of birth or adoption.
- Reduce in-service minimum age for distributions from 62 to 59 ½

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes an amendment to the Variable Annuity Life Insurance Company (VALIC) 457(b) Deferred Compensation Plan as of July 12, 2022, for the mandatory SECURE Act and Miners Act items as listed above, authorizes the following electable items under the SECURE Act and Miners Act:

- Portability of lifetime income options.
- Withdrawals of \$5,000 per child within 1 year of birth or adoption.
- Reduce in-service minimum age for distributions from 62 to 59 ½

and authorizes the Chief Human Resources Officer and Chief Financial Officer to execute the appropriate documents with VALIC.

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RESOLUTION 2022-#96

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE
NACO DEFERRED COMPENSATION PLAN AS OF JULY 12, 2022, AND
PROVIDING AUTHORITY TO THE CHIEF HUMAN RESOURCES OFFICER
AND THE CHIEF FINANCIAL OFFICER
TO EXECUTE THE APPROPRIATE DOCUMENTS**

WHEREAS, on July 28, 2016, the county board approved Resolution #2016-105, authorizing an agreement with the NACo Deferred Compensation Plan, which is administered by Nationwide Retirement Solutions; and,

WHEREAS, in December of 2019, the Federal Government approved the Setting Every Community Up for Retirement Enhancement Act (SECURE Act) and the American Miners Act (Miners Act), which have a significant impact on Anoka County's 457(b) Deferred Compensation

Plan. The county feels it is in the best interest of its employees to cease all contributions and provide options to employees to adjust their accounts as desired; and,

WHEREAS, the SECURE Act and Miners Act require governments to adjust their 457(b) plans by December 31, 2022, for the following mandatory items:

- Increase in age of required minimum distributions from 70 ½ to 72
- Changes listed in the act for post-death rules for 457(b) plans
- Prohibition from making loans through credit cards

and decide which of the following electable items may be included:

- Portability of lifetime income options.
- Withdrawals of \$5,000 per child within 1 year of birth or adoption.
- Reduce in-service minimum age for distributions from 62 to 59 ½

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes an amendment to the NACo Deferred Compensation Plan as of July 12, 2022, for the mandatory SECURE Act and Miners Act items as listed above, authorizes+ the following electable items under the Secure Act and Miners Act:

- Portability of lifetime income options.
- Withdrawals of \$5,000 per child within 1 year of birth or adoption.
- Reduce in-service minimum age for distributions from 62 to 59 ½

and authorizes the Chief Human Resources Officer and Chief Financial Officer to execute the appropriate documents with NACo and its administrator Nationwide Retirement Solutions.

Commissioners Braastad, West, Schulte, Meisner, Gamache, and Reinert voted "yes." Commissioner Look abstained. Motion carried. Resolution declared adopted.

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Commissioner Schulte presented the Transportation Committee report from the meeting of June 30, 2022.

Highway

1. Commissioner Look made motion authorizing the Anoka County Highway Department to award, on behalf of Anoka County, the following six (6) master contracts for professional real estate appraisal services each for three-year terms beginning October 1, 2022, with an option of up to two additional years, for a total of 5 years, subject to review by the county attorney as to form and legality:

DKJ Appraisal	Contract #C0009341
Foster Appraisals	Contract #C0009342
Lake State	Contract #C0009343
Nagell	Contract #C0009344
Patchin Messner	Contract #C0009345
MMA	Contract #C0009346

(Contracts are on file in the Highway Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.

2. Commissioner Look made motion authorizing the Anoka County Highway Department to award, on behalf of Anoka County, the following five (5) Master Contracts for demolition services each for three-year terms beginning October 1, 2022, with an option of up to two additional years, for a total of 5 years, subject to review by the county attorney as to form and legality:

H & T Trucking	Contract #C0009362
Kevitt Companies	Contract #C0009363
Rachel Contracting	Contract #C0009364
RAK Construction	Contract #C0009365
Sauter & Sons	Contract #C0009366

(Contracts are on file in the Highway Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Look presented the Internal Audit Committee report from the meeting of June 27, 2022. All items were of informational nature and required no board action.

Commissioner Gamache presented the Parks Committee report from the meeting of July 5, 2022.

1. Commissioner Gamache made motion authorizing the Parks director to prepare and execute Contract #C0009338, a professional services contract for the design, engineering & project management of the Bunker Hills Regional Park water and sewer services project to TKDA in the amount of \$149,950 plus reimbursables of \$750, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Gamache made motion authorizing the Parks director to prepare and execute Contract #C0009347, a design/build contract for commercial recreation specialists in the amount of \$140,000 for the Bunker Beach splash pad project, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Look seconded the motion. Upon roll call vote, motion carried unanimously.
3. Commissioner Reinert offered the following resolution and moved its adoption:

RESOLUTION #2022-97

RESOLUTION ACCEPTING A GIFT FROM ADVENTURE KEEN

WHEREAS, Adventure Keen donated a gift of twenty Animal Tracks of the Midwest 2nd Edition books, valued at \$379.00 to the Wargo Nature Center, 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 books.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby wishes to extend its grateful appreciation to Adventure Keen for its generous and valued donation to the Wargo Nature Center.

Motion carried unanimously. Resolution declared adopted.

The county board meeting was adjourned at 10:01 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.