

# ANOKA COUNTY BOARD MEETING

## MINUTES

Government Center  
Anoka, Minnesota

August 8, 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; 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 period ending July 28, 2023, and purchase-card claims paid for the period ending July 28, 2023. (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 Meisner made motion approving the minutes from the July 27, 2023, Anoka County board meeting. Commissioner Braastad seconded the motion. Motion carried unanimously.

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Chair Look stated the Management Committee chair report is to be pulled from the agenda.

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

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

### RESOLUTION #2023-87

#### 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:

<u>Name of Donor</u>	<u>Amount</u>
Anoka County Children and Family Council	\$4,742.56

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

Donation Reference Terms or Conditions:

The Anoka County Children and Family Council approved the Sponsorship of a week-long Mock Trial Camp put on through Anoka County Justice Partners including the representatives of the Anoka County Attorney's Office, local judges, defense attorneys, court administration, law enforcement, court reporters, law clerks, and victim witness coordinators. This donation is made to the Anoka County Attorney's Office in sponsorship of the camp to reimburse the office for costs associated with running the camp.

WHEREAS, all such donations have 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 donations offered:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby accepts the donations described above to be used as designated to provide services and directs the department to issue receipts to each 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 Anoka County Attorney's Office.

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

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

**RESOLUTION #2023-88**

**A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT  
FROM THE MINNESOTA DEPARTMENT OF COMMERCE  
IN THE AMOUNT OF \$260,300.40 FOR AN  
AUTO THEFT PROSECUTOR AND RELATED TRAINING EXPENSES  
(CONTRACT #C0010181)**

WHEREAS, the County of Anoka is within the portion of the Twin Cities-metro area that has been disproportionately impacted by auto theft; while only 55% of the population of the state lives in the metro area, 77% of the state's auto thefts occur here; and,

WHEREAS, automobile thefts are often committed by organized groups and repeat offenders who drive recklessly, damage property, cause injuries; cross jurisdictional boundaries; and frequently use stolen vehicles to facilitate other crimes; and,

WHEREAS, auto theft investigations and prosecutions are complicated processes requiring specialized training, technology, and resources; and,

WHEREAS, the Anoka County Attorney's Office ("Grantee") has received notification of a grant award in the amount of \$260,300.40 to be used to support a dedicated full-time prosecutor for motor vehicle theft cases for the term July 1, 2023, to June 30, 2025; and,

WHEREAS, the Grantee has participated in and received funds from the state's Auto Theft Prevention Program for nearly 20 years; and,

WHEREAS, in order to accept the grant funds, Anoka 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 enter into Grant Agreement Number 231885 with the Minnesota Department of Commerce to fund prosecutorial efforts related to the Auto Theft Prevention Program.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners and the Anoka County Administrator hereby authorize the Anoka County Attorney to execute the grant agreement on behalf of Anoka County.

(Contract is on file in the County Attorney's 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 August 2, 2023.

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

**RESOLUTION #2023-89**

**RESOLUTION AUTHORIZING ACQUISITION OF RIGHT-OF-WAY  
FOR ANOKA COUNTY HIGHWAY PROJECT CP 24-01-00**

WHEREAS, the Anoka County Highway Department proposes the overlay and reconditioning of certain county roads and county state aid highways with safety improvements in the cities of Andover, Ramsey, and St. Francis, which project is numbered CP 24-01-00 (the "Project"); and,

WHEREAS, the Project work consists of the overlay, reconditioning and addition of proposed right-turn lanes, to provide for the safety of the traveling public; and,

WHEREAS, in addition to the existing easements, certain lands and property interests, including temporary construction easements ("Right-of-Way") are required to construct the Project; and,

WHEREAS, the Right-of-Way necessary for the Project is more particularly described in Exhibit A, which is attached hereto and incorporated herein; and,

WHEREAS, the Anoka County Board of Commissioners is advised by Highway staff of the need to begin construction of the Project in the spring of 2024; and,

WHEREAS, to begin construction of the Project in the spring of 2024, the county will require title and possession of the Right-of-Way prior to the filing of an award by the court appointed commissioners pursuant to Minnesota's Quick Take process, under the provisions of Minn. Stat. § 117.042:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes the county engineer, or his designee, to proceed to acquire the Right-of-Way deemed necessary for the Project in accordance with Minnesota Statutes.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby authorizes the acquisition of Right-of-Way, as described above that cannot be successfully acquired through negotiation, by eminent domain to enable the county to take title and possession of such lands prior to the filing of an award by the court-appointed commissioners, pursuant to Minn. Stat. §§ 117.011, 117.042, and 163.02, subd. 2.

BE IT FURTHER RESOLVED that the Anoka County Attorney is requested to file the necessary petition and to prosecute such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the county or the court.

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

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

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

**RESOLUTION #2023-90**

**RESOLUTION AUTHORIZING THE PREPARATION OF  
A HIGHWAY RIGHT-OF-WAY PLAT FOR  
PROJECT SAP 002-628-008**

WHEREAS, Minn. Stat. § 160.085, subd. 1, provides that "In order to facilitate the acquisition of right-of-way required for highways, state and county road authorities may file for record in the office of the county recorder or registrar of titles in the county in which right-of-way is to be acquired, such

orders or resolutions, as required by law, in the form of maps or plats showing the right-of-way by course distance, bearing and arc length, and other rights or interests in the land to be acquired as the road authority determines necessary"; and,

WHEREAS, Anoka County is contemplating the replacement of Bridge No. 02502 on CSAH 28 (Ambassador Boulevard NW) over Seelye Brook in the city of St. Francis, which project is numbered SAP 002-628-008 (the "Project"), and which would necessitate the acquisition of additional lands, easements, and other property interests ("Right-of-Way"); and,

WHEREAS, the county highway engineer deems it necessary to proceed with the preparation of a highway right-of-way plat to facilitate the acquisition of the Right-of-Way necessary to construct the Project:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes the county engineer to have the required survey work conducted and performed, and a plat prepared to facilitate the acquisition of the Right-of-Way necessary for the Project.

BE IT FURTHER RESOLVED that the county engineer is hereby authorized to charge the cost of the survey work, incidental to the platting process, to the County Road and Bridge Account.

Motion carried unanimously. Resolution declared adopted.

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

**RESOLUTION #2023-91**

**RESOLUTION AUTHORIZING ACQUISITION OF RIGHT-OF-WAY  
FOR ANOKA COUNTY HIGHWAY PROJECT SAP 002-628-008**

WHEREAS, the Anoka County Highway Department proposes to replace Bridge No. 02502 on CSAH 28 (Ambassador Boulevard NW) over Seelye Brook, in the city of St. Francis, which project is numbered SAP 002-628-008 (the "Project"); and,

WHEREAS, the Project work consists of replacing the existing Seelye Brook timber bridge on Ambassador Boulevard NW with a precast concrete box culvert, regrade the existing roadway slopes adjacent to the bridge approaches, and other associated improvements on CSAH 28, to provide for the safety of the traveling public; and,

WHEREAS, in addition to the existing easements, certain lands and property interests, including temporary construction easements ("Right-of-Way") are required to construct the Project; and,

WHEREAS, the Right-of-Way necessary for the Project is more particularly described in Exhibit A, which is attached hereto and incorporated herein; and,

WHEREAS, the Anoka County Board of Commissioners was advised by Highway staff of the need to begin construction of the Project in the spring of 2024; and,

WHEREAS, to begin construction of the Project in the spring of 2024, Anoka County will require title and possession of the Right-of-Way prior to the filing of an award by the court-appointed commissioners pursuant to Minnesota's Quick Take process, under the provisions of Minn. Stat. § 117.042:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes the county engineer to proceed to acquire the Right-of-Way deemed necessary for the Project in accordance with Minnesota Statutes.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby authorizes the acquisition of Right-of-Way, as described above that cannot be successfully acquired through negotiation, by eminent domain to enable the county to take title and possession of such lands prior to the filing of an award by the court-appointed commissioners, pursuant to Minn. Stat. §§ 117.011, 117.042, and 163.02, subd. 2.

BE IT FURTHER RESOLVED that the Anoka County Attorney is requested to file the necessary petition and to prosecute such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the county or the court.

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

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

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

**RESOLUTION #2023-92**

**RESOLUTION AUTHORIZING THE PREPARATION OF  
A HIGHWAY RIGHT-OF-WAY PLAT FOR  
PROJECT SP 002-606-013**

WHEREAS, Minn. Stat. § 160.085, subd. 1, provides that "In order to facilitate the acquisition of right-of-way required for highways, state and county road authorities may file for record in the office of the county recorder or registrar of titles, in the county in which right-of-way is to be acquired, such orders or resolutions, as required by law, in the form of maps or plats showing the right-of-way by course distance, bearing and arc length and other rights or interests in the land to be acquired as the road authority determines necessary"; and,

WHEREAS, Anoka County is contemplating construction of certain improvements to the intersection of CSAH 6 (Mississippi Street NE) and CSAH 35 (Central Avenue NE) in the city of Fridley, which project is numbered SP 002-606-013 (the "Project"); which would necessitate the acquisition of additional lands, easements, and other property interests ("Right-of-Way"); and,

WHEREAS, the county engineer deems it necessary to proceed with the preparation of a highway right-of-way plat to facilitate the acquisition of the Right-of-Way necessary to construct the Project:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes the county engineer to have the required survey work conducted and performed, and a plat prepared to facilitate the acquisition of the Right-of-Way necessary for the Project.

BE IT FURTHER RESOLVED that the county engineer is hereby authorized to charge the cost of the survey work, incidental to the platting process, to the County Road and Bridge Account.

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

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

**RESOLUTION #2023-93**

**RESOLUTION AUTHORIZING ACQUISITION OF RIGHT-OF-WAY  
FOR ANOKA COUNTY HIGHWAY PROJECT SP 002-606-013**

WHEREAS, the Anoka County Highway Department proposes to construct improvements to the intersection of CSAH 6 (Mississippi Street NE) and CSAH 35 (Central Avenue NE) in the city of Fridley, which project is numbered SP 002-606-013 (the "Project"); and,

WHEREAS, the Project work consists of a single-lane roundabout, raised concrete median, curb and gutter, storm sewer system, signage, and other associated improvements on CSAH 6, to provide for the safety of the traveling public; and,

WHEREAS, in addition to the existing easements, certain lands and property interests, including temporary construction easements ("Right-of-Way"), are required to construct the Project; and,

WHEREAS, the Right-of-Way necessary for the Project is more particularly described in Exhibit A, which is attached hereto and incorporated herein; and,

WHEREAS, the Anoka County Board of Commissioners was advised by Highway staff of the need to begin construction of the Project in the spring of 2024; and,

WHEREAS, to begin construction of the Project in the spring of 2024, Anoka County will require title and possession of the Right-of-Way prior to the filing of an award by the court appointed commissioners pursuant to Minnesota's Quick Take process, under the provisions of Minn. Stat. § 117.042.

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes the county engineer to proceed to acquire the Right-of-Way deemed necessary for the Project in accordance with Minnesota Statutes.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby authorizes the acquisition of Right-of-Way as described above, that cannot be successfully acquired through negotiation, by eminent domain to enable the county to take title and possession of such lands prior to the filing of an award by the court-appointed commissioners, pursuant to Minn. Stat. §§ 117.011, 117.042, and 163.02, subd. 2.

BE IT FURTHER RESOLVED that the Anoka County Attorney is requested to file the necessary petition and to prosecute such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the county or the court.

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

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

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

**RESOLUTION #2023-94**

**RESOLUTION AUTHORIZING THE PURCHASE OF  
VACANT LAND FOR A 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 properties which are deemed necessary for future projects, become available for direct purchase; and,

WHEREAS, the Subject Property, identified as meeting one or more of the above-mentioned criteria, is currently being offered for sale by the owner of the property legally described as Lot 16, Block 53, Riverside Plat No. 7, subject to easements of record (PID# 02-30-24-44-0068) (“Subject Property”); and,

WHEREAS, the Subject Property is necessary for a future highway project to improve CSAH 8 (Osborne Road NE) at Monroe Street NE, in a project to be collectively undertaken by Anoka County and the City of Spring Lake Park: and,

WHEREAS, Resolution #2023-68 was adopted by the Board of Commissioners on June 27, 2023, and authorized the county engineer to negotiate the terms of a purchase agreement to acquire the Subject Property through direct negotiations with the landowner:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby authorizes the county engineer, or his designee, to purchase the Subject Property for its assessed value, and further authorizes any such further actions to close on the Subject Property in accordance with the terms of the purchase agreement.

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

7. Commissioner Schulte made motion approving Contract #C0009807, Joint Powers Agreement with the City of Coon Rapids for Project SAP 002-601-063, intersection improvements on CSAH 1 (Coon Rapids Boulevard) at Xavis Street 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.
8. Commissioner Schulte made motion approving Contract #C0009570, Joint Powers Agreement with the City of Coon Rapids for SP 002-601-057, intersection improvements on CSAH 1 (Coon Rapids Boulevard) at Mississippi Boulevard 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.
9. Commissioner Look made motion approving Contract #C0010197, License Agreement with HSR MSP LLC, 6021 Bunker Lake Boulevard NW (26-32-25-34-0021) in the city of Ramsey, to allow a portion of an existing garage to remain in the county right-of-way, subject to review by the county

attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

10. Commissioner Braastad made motion approving Contract #C0010198, License Agreement with Carl and Kyle Parker, 17300 Interlachen Drive NE (03-32-23-43-0027) in the city of Ham Lake, to allow a portion of a recently installed septic system drain field to remain in the county right-of-way, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Gamache presented the Parks Committee report from the meeting of August 1, 2023.

1. Commissioner Meisner made motion approving Contract #C0010150, Operations and Maintenance Grant from the Metropolitan Council to supplement the costs for operating the regional parks system, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Gamache made motion approving Contract #C0010188 with the Metropolitan Council for Parks and Trails Legacy Grant Program funding in the amount of \$1,837,454 for Bunker Hills Regional Park improvements, including general road, trail, pavilion, playground, and other park improvements, 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.
3. Commissioner Look made motion approving Contract #C0010189 with the Metropolitan Council for Parks and Trails Legacy Grant Program funding in the amount of \$450,000 for Mississippi River Regional Trail Improvements through Rivenwick Development near Mississippi West Regional Park, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.
4. Commissioner Braastad made motion approving Contract #C0010190 with the Metropolitan Council for Parks and Trails Legacy Grant Program funding in the amount of \$75,000 for Regional System-Wide Natural Resource Management, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.
5. Commissioner Schulte made motion approving Contract #C0010192 with the Metropolitan Council for Regional Parks Capital Improvement Bonding Program funding in the amount of \$2,000,000 for Coon Rapids Dam Regional Park pedestrian bridge replacement and trail improvements, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.
6. Commissioner Meisner made motion approving Contract #C0010193 with the Metropolitan Council for Regional Parks Capital Improvement Bonding Program funding in the amount of \$707,707 for Rice Creek West Regional Trail/Manomin Park Improvements – Banfill Locke House reconstruction, subject to review by the county attorney as to form and legality. (Contract is on file in the Parks Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.
7. Commissioner Gamache made motion approving Contract #C0010194 with the Metropolitan Council for modernization funding in the amount of \$1,466,267 for Bunker Hills Regional Park pavilion replacement, 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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Parks Communications Supervisor Nicole Greenwell and Parks Communications Specialist Cassandra Bauer were recognized for receiving an Award of Excellence from the Minnesota Recreation and Park Association in the category of Marketing and Communications for the Anoka County Parks Brand Style Guide.

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Commissioner Gamache made motion postponing the public hearing related to a proposed Anoka County Ordinance Prohibiting Public Use of Cannabis on County-Owned Properties to the August 22, 2023, county board meeting. Commissioner Meisner seconded the motion. Motion carried unanimously. Consideration of the proposed ordinance will follow the postponed public hearing.

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Commissioner Reinert made motion approving Contract #C0010217, Employment Agreement with Kate Heffernan Carson, and appointing Kate as the Deputy Director, Human Services, effective September 5, 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. Upon roll call vote, motion carried unanimously.

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The county board meeting was adjourned at 10:11 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.*