

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

October 24, 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, other governmental officials, and citizens

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Commissioner Braastad made motion accepting the regular claims paid over \$500 for the period ending October 6, 2023, and purchase-card claims paid for the period ending October 6, 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 Schulte made motion approving the minutes from the October 10, 2023, Anoka County board meeting. Commissioner Gamache seconded the motion. Motion carried unanimously.

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The Midwest Medical Examiner’s Office was recognized for receiving the 2023 Autism BrainNet Appreciation Award from The Simons Foundation Autism Research Initiative. Autism BrainNet Outreach Specialist CeCe McBride presented information about autism and its diagnosis, the Autism BrainNet research program, and presented the award.

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Social Services Senior Manager Denise Kirmis and Mobile Crisis Response Supervisor Jessica Torrey shared information about the Canvas Health mobile crisis units and response services provided to Anoka County.

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Commissioner Look offered the following resolution and moved its adoption:

RESOLUTION #2023-117

**SUPPORTING OPERATION GREEN LIGHT FOR VETERANS
NOVEMBER 6 - 12, 2023**

WHEREAS, the residents of Anoka County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and,

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and,

WHEREAS, Anoka County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm’s way for the good of all; and,

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and,

WHEREAS, approximately 200,000 service members transition to civilian communities annually; and,

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and,

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and,

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and,

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and,

WHEREAS, Anoka County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted:

NOW, THEREFORE, BE IT RESOLVED, with designation as a Green Light for Veterans County, Anoka County, by and through its Board of Commissioners, does hereby declare now through November 12, 2023, a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service.

BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Anoka County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence from November 6 - 12, 2023.

Motion carried unanimously. Resolution declared adopted.

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Chair Look acknowledged Oak Grove Council Member Angie Bray Johnson, Anoka County Library Advisory Board Member Tracy Strombeck, and Andover Council Member Randy Nelson who were in attendance.

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Commissioner Look presented the Management Committee report from the meeting of October 10, 2023. All items were of an informational nature and required no board action.

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Commissioner Look presented the Finance and Capital Improvements Committee report from the meeting of October 17, 2023.

1. Commissioner Braastad made motion approving Contract #C0010406 with IES (Independent Emergency Services LLC), 235 Franklin Street SW, Hutchinson, MN 55350, for equipment and support of the 911 Viper Phone System, in an amount not to exceed \$1.85 million, subject to review by the county attorney as to form and legality. (Contract is on file in the Finance Department.) Commissioner Schulte seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Reinert made motion approving the following professional services contracts related to the Anoka County Secure Pod Improvements, subject to review by the county attorney as to form and legality:
 - A. #C0010375 with Wold Architects, 322 Minnesota Street, Suite W2000, Saint Paul, MN 55101, in an amount of \$208,000, for design of Lino Lakes Anoka County Secure Pod Improvements.
 - B. #C0010376 with ICS, 1331 Tyler Street NE, Suite 101, Minneapolis, MN 55413, in an amount of \$527,185, for Construction Management of Lino Lakes Anoka County Secure Pod Improvements.

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

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Commissioner Reinert presented the Human Services Committee report from the meeting of October 17, 2023, which also acts as the Local Social Services Agency and Health Board.

CONSENT

1. Commissioner Reinert made motion approving the following, subject to review by the county attorney as to form and legality.

Economic Assistance

- A. Ratifying of Medical Assistance and General Assistance medical expense payments for Economic Assistance clients in an amount of \$314,286.23 as identified in the Economic Assistance Client Payments Report for September 2023 on file in Human Services Administration.
- B. Approving Contract #C0010420, the 2024 - 2025 County Minnesota Family Investment Program (MFIP) Biennial Service Agreement for submittal to the Minnesota Department of Human Services.

Social Services

- C. Applying for and accepting grant funding, Contract #C0009513 (renewal), from the Corporation for National and Community Services (CNCS) for continued funding for the Retired and Senior Volunteer Program (RSVP) in an amount of \$52,500 from April 1, 2024, through March 31, 2025.

(Contracts are on file in the Human Services Department.)

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

SOCIAL SERVICES

2. Commissioner Meisner made motion approving Contract #C0010371, Memorandum of Understanding with Anoka County Economic Assistance for Local Homeless Prevention Aid funding from November 1, 2023, through December 31, 2029, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Administration Department.) Commissioner Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.
3. Commissioner Jeppson made motion approving the following contracts for annual Local Homeless Prevention Aid funding from October 1, 2023, through December 31, 2029, subject to review by the county attorney as to form and legality:

- Contract #C0010353, Anoka-Hennepin School District 11 @ \$230,000
- Contract #C0010365, Bultum Academy Charter School @ \$2,000
- Contract #C0010362, DaVinci Academy Charter School @ \$2,000
- Contract #C0010354, Centennial School District ISD 12 @ \$9,000
- Contract #C0010355, Columbia Heights School District 13 @ \$25,000
- Contract #C0010356, Forest Lake School District 831 @ \$900
- Contract #C0010357, Fridley School District 14 @ \$22,000
- Contract #C0010360, Northeast Metro School District 916 @ \$5,000
- Contract #C0010361, Northwest Passage High School, School District 4049 @ \$12,000
- Contract #C0010364, Paladin Career and Technical High School @ \$3,000
- Contract #C0010363, Prodeo Academy Charter School @ \$12,000
- Contract #C0010359, St. Francis School District ISD 15 @ \$2,500
- Contract #C0010358, Spring Lake Park School District 16 @ \$19,000

(Contracts are on file in the Human Services Administration Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

JOB TRAINING CENTER

4. Commissioner Gamache made motion approving Contract #C0010351 with the Minnesota Department of Human Services for Project FOCUS funding in an amount of \$132,100 from October 1, 2023, through September 31, 2024, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Administration Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Gamache presented the Information Technology Committee report from the meeting of October 17, 2023.

1. Commissioner Gamache made motion approving Contract #C0006202A, the 1st Amendment to the System Maintenance, Installation, Locate and Emergency Services Agreement with Zayo Group, LLC 1821 30th Street, Suite A, Denver, CO 80301 for five annual prepaid payments of \$35,640.00 for a total not to exceed \$178,200.00, subject to review by the county attorney as to form and legality. (Contract is on file in the Information Technology Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Schulte presented the Property Records and Taxation Committee report from the meeting of October 17, 2023.

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

RESOLUTION #2023-118

**2023 TAX-FORFEIT CLASSIFICATION OF NON-CONSERVATION
PROPERTY FOR LAND SALE PURPOSES**

WHEREAS, the real property described in the attached 2023 Tax-Forfeit Classification List (Exhibit A), has forfeited to the State of Minnesota for the failure to pay ad valorem real estate taxes pursuant to provisions Minnesota Statutes, Chapter 279, Chapter 280 and Chapter 281; and,

WHEREAS, the Anoka County Board of Commissioners, Anoka County, Minnesota ("County Board"), has determined that it is advisable to sell the real property described in 2023 Tax-Forfeit Classification List; and,

WHEREAS, pursuant to the provisions of Minnesota Statute, Section 282.01, Subdivision 1, the County Board is required to classify all tax-forfeited property as conservation or non-conservation; and,

WHEREAS, the County Board has considered the present use of adjacent lands found in 2023 Tax-Forfeit Classification List, the productivity of the soil, the character of forest or other growth, the accessibility of the lands listed to establish roads, schools, and other public services, and their peculiar suitability or desirability for particular uses; and,

WHEREAS, pursuant to the provisions of Minnesota Statutes, Section 282.01, Subdivision 1 (h), if the tax-forfeit property is located within the boundaries of an organized town or incorporated municipality, a classification, reclassification and sale must first be approved by the town board of the town or governing body of the municipality in which the lands are located; and,

WHEREAS, the town board of the town or the governing body of the municipality is considered to have approved the classification or reclassification and sale if the County Board is not notified of the disapproval of the classification or reclassification and sale within 60 days of the date the request for approval was transmitted to the town board of the town or governing body of the municipality; and,

WHEREAS, if the town board or a governing body of a municipality or a park and recreation board in a city of the first-class desires to acquire any parcel lying in the town or municipality, it may file a written request with the county auditor pursuant to the provisions of Minnesota Statutes, Section 282.01, Subdivision 1a; and,

WHEREAS, upon written request to the county auditor from a state agency or governmental subdivision of the state, a parcel of unsold tax-forfeited land must be withheld from sale or lease to others for a maximum of six months ("withholding period"); and,

WHEREAS, if the request is from a governmental subdivision of the state, the governmental subdivision must pay the maintenance cost incurred by the county during the period the parcel is withheld; and,

WHEREAS, if a town board, governing body of the municipality or a governmental subdivision wishes to purchase a parcel of tax forfeit property it shall do so during the withholding period; and,

WHEREAS, if the town board, governing body of the municipality or a governmental subdivision fails to submit an application and a resolution of the board or governing body to acquire the property within the withholding period, the county may offer the property for sale upon the expiration of the withholding period:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby classify each parcel shown on 2023 Tax-Forfeit Classification List as non-conservation and approved for sale, subject to review by the town boards, and governing bodies of municipalities in Anoka County under Minnesota Statutes, section 282.01.

BE IT FURTHER RESOLVED that the Anoka County land commissioner shall forward a copy of this resolution to the town board of any organized township and to the governing body of an incorporated municipality in Anoka County for their review.

BE IT FURTHER RESOLVED that if the town board or governing body of a municipality fails to notify the County Board of the disapproval of a classification and sale of any of the lands described herein within sixty days of the date, the request herein is transmitted to the town board or governing body of a municipality, it will be deemed to have approved the classification and sale.

BE IT FURTHER RESOLVED that if the town board or governing body desires to acquire any parcel lying in the town or municipality under Section 282.01, it shall, within sixty days of the request for classification and sale, file a written application with the County Board to withhold the parcel from public sale for six (6) months.

BE IT FURTHER RESOLVED that if a governmental subdivision files a written application with the County Board to withhold a parcel from public sale for six (6) months, the governmental subdivision shall pay maintenance costs incurred by the county during the six-month period while the property is withheld from public sale, provided the property is not offered for public sale after the six-month period.

BE IT FURTHER RESOLVED that if the town board or governing body of the municipality fails to submit an application and a resolution of the board or governing body to acquire the property within the withholding period, the county may offer the property for sale upon the expiration of the withholding period.

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

Motion carried unanimously. Resolution declared adopted.

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

RESOLUTION #2023-119

**REQUESTING DEPARTMENT OF NATURAL RESOURCES
TO APPROVE FOR SALE 2023 TAX-FORFEIT CLASSIFICATION LIST**

WHEREAS, the County Board of Commissioners of the County of Anoka, State of Minnesota ("County Board of Commissioners") desires to offer for sale the real property described in the attached 2023 Tax-Forfeit Classification List (Exhibit A) that have forfeited to the State of Minnesota for non-payment of taxes, and,

WHEREAS, said parcels of land have been viewed by the Anoka County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby certifies that all parcels of land on the attached 2023 Tax-Forfeit Classification List have been viewed and comply with the provisions of Minnesota Statutes, Sections 85.012, 92.461, 282.01 subd. 8 and 282.018, and other statutes that require the withholding of tax-forfeited lands from sale.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby request approval from the Minnesota Department of Natural Resources for the sale of the lands which require their approval.

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

Motion carried unanimously. Resolution declared adopted.

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Commissioner Braastad presented the Public Safety Committee report from the meeting of October 11, 2023.

Sheriff's Office

1. Commissioner Gamache made motion approving Contract #C0010293, the 2024 Law Enforcement Contract with the City of Nowthen for a term of January 1, 2024, through December 31, 2024, in the amount of \$482,426, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Commissioner Schulte seconded the motion. Upon roll call vote, Commissioners Schulte, Gamache, Jeppson, Meisner, Braastad, and Reinert voted "yes." Commissioner Look voted "no." Motion carried.
2. Commissioner Reinert made motion approving Contract #C0010386, the 2024 Law Enforcement Contract with the Township of Linwood for a term of January 1, 2024, through December 31, 2024, in the amount of \$332,513, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Commissioner Gamache seconded the motion. Upon roll call vote, Commissioners Gamache, Jeppson, Meisner, Braastad, Reinert, and Schulte voted "yes." Commissioner Look voted "no." Motion carried.
3. Commissioner Gamache made motion approving Contract #C0010385, the 2024 Law Enforcement Contract with the City of Andover for a term of January 1, 2024, through December 31, 2024, in the amount of \$3,739,849, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Upon roll call vote, Commissioners Gamache, Jeppson, Meisner, Braastad, Reinert, and Schulte voted "yes." Commissioner Look voted "no." Motion carried.
4. Commissioner Schulte made motion approving Contract #C0010382, BJA FY 23 National Sexual Assault Kit Initiative Grant in the amount of \$1,150,000 for a term of October 1, 2023, through September 30, 2026, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.
5. Commissioner Braastad offered the following resolution and moved its adoption:

RESOLUTION #2023-120

**ACCEPTING DEDICATED DONATION
FROM ANOKA COUNTY AGRICULTURAL SOCIETY**

WHEREAS, the Anoka County Agricultural Society has donated funds in the amount of Four Thousand Five Hundred Dollars (\$4,500) towards security for the Anoka County Fair provided by the Sheriff's Office Reserve Unit; and,

WHEREAS, Minnesota Statute § 465.03 requires a county to accept the funds 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 funds from the Anoka County Agricultural Society and extends its grateful appreciation.

Motion carried unanimously. Resolution declared adopted.

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

RESOLUTION #2023-121

**ACCEPTING DEDICATED DONATION
FROM FRONT LINE FOUNDATION**

WHEREAS, the Anoka County Sheriff's Office received a Throwbot 2 Robot from Front Line Foundation to assist peace officers during general hazardous call usage; 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 gift is in accordance with the donor's terms and 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 gift from Front Line Foundation and extends its grateful appreciation.

Motion carried unanimously. Resolution declared adopted.

Attorney's Office

7. Commissioner Schulte made motion approving Contract #C0008022A, Amendment #2, with HTC Global Services for CyberLaw Maintenance and Support Agreement and Statement of Work for the Attorney's Office case management system in the amount of \$518,343.60 and extending the term through October 31, 2026, with an option for early termination, subject to review by the county attorney as to form and legality. (Contract is on file in the Attorney's Office.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Look presented the Management Committee chair report.

1. Commissioner Braastad made motion approving the following personnel transactions:

A. **New** Positions - Sheriff's Office - contingent upon approval of Contract #C0010382, Bureau of Justice Assistance National Sexual Assault Kit Initiative Grant - effective October 24, 2023:

1.0 FTE Forensic Scientist II - Grade 34, range \$33.66 to \$47.12 per hour.
PC#2023003507

1.0 FTE Detective - Grade 2104, range \$47.10 to \$52.47 per hour. PC#2023003508

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

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Commissioner Schulte offered the following resolution and moved its adoption:

RESOLUTION #2023-122

**RESOLUTION AMENDING BUDGET ALLOCATIONS FOR
ANOKA COUNTY AMERICAN RESCUE PLAN ACT FUNDS (KNOWN AS ARPA FUNDS)
RECEIVED FROM THE FEDERAL GOVERNMENT THROUGH THE UNITED STATES
DEPARTMENT OF THE TREASURY**

WHEREAS, on August 24, 2021, the Anoka County Board of Commissioners adopted Resolution #2021-98 establishing budget allocations for the Anoka County American Rescue Plan Act (ARPA) funds received through the Coronavirus Local Fiscal Recovery Fund (CLFRF); and,

WHEREAS, on September 28, 2021, the Anoka County Board of Commissioners adopted Resolution #2021-114 amending the budget allocations for the Anoka County American Rescue Plan Act (ARPA) funds by increasing the Public Health category by \$7.3 million; and,

WHEREAS, on March 22, 2022, the Anoka County Board of Commissioners adopted Resolution #2022-48 amending the budget allocations for the Anoka County American Rescue Plan Act (ARPA) funds by re-allocating within the eligible categories; and,

WHEREAS, on November 8, 2022, the Anoka County Board of Commissioners adopted Resolution #2022-137 amending the budget allocations for the Anoka County American Rescue Plan Act (ARPA) - State and Local Fiscal Recovery Funds by re-allocating within the eligible categories; and,

WHEREAS, the Anoka County Board of Commissioners met on October 16, 2023, in a Board Workshop to discuss amending the budget allocations of the American Rescue Plan Funds to various projects, which has resulted in this budget amendment request, adjusting the allocations to reflect the sole category of Revenue Replacement to cover desired projects that have been reviewed:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby adopt the following amended budget of the American Rescue Plan Act Funds within the category of Revenue Replacement for the total allotment of \$69,840,121 to cover the desired projects that have been reviewed by the county board.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners may adjust this budget at any time as program and project opportunities are identified that positively impact the county.

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

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Commissioner Braastad offered the following resolution and moved its adoption:

RESOLUTION #2023-123

**RESOLUTION AUTHORIZING THE USE OF
AMERICAN RESCUE PLAN ACT - LOCAL ASSISTANCE AND TRIBAL
CONSISTENCY FUNDS IN THE AMOUNT OF \$100,000 FOR THE PURPOSE OF
FUNDING FOOD INSECURITY WITHIN ANOKA COUNTY**

WHEREAS, Section 605 of the Social Security Act (the Act), added by Section 9901 of the American Rescue Plan (ARPA), established the Local Assistance and Tribal Consistency Fund (LATCF); and,

WHEREAS, in September of 2022, the U.S. Treasury issued eligibility and allocation methodology for eligible revenue sharing counties, which established the minimum distribution to be \$50,000; and,

WHEREAS, the county requested the funds in September and received the first \$50,000 of its award in October of 2022 and the second \$50,000 in August of 2023; and,

WHEREAS, the county has broad discretion to use these funds towards any governmental purpose, except for lobbying activities; and,

WHEREAS, the Anoka County Board of Commissioners met on October 16, 2023, in a Board Workshop to discuss the usage of the funds and indicated a desire to provide the funds towards food insecurities within Anoka County:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby authorize the use of American Rescue Plan Act - Local Assistance and Tribal Consistency Funds in the amount of \$100,000 for the purpose of funding food insecurity within Anoka County.

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

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Committee appointments:

1. Commissioner Braastad made motion appointing Jenna Skinner, as a community member, to the Children's Mental Health Advisory and Coordination Council for a term ending October 31, 2026. Commissioner Jeppson seconded the motion. Motion carried unanimously.

2. Commissioner Meisner made motion appointing/reappointing the following individuals to the Community Corrections Advisory Board for 2-year terms ending October 2025:
 - A. Appointing Pat Carlson, representing District 4.
 - B. Reappointing Dr. Roger Worner, representing Education.

Commissioner Schulte seconded the motion. Motion carried unanimously.

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Commissioner Schulte thanked Don Kjonaas for his many years of service on the Community Corrections Advisory Board, many of those years as chair.

3. Commissioner Schulte made motion appointing Community & Government Relations Director Karen Skepper as a voting delegate for Association of Minnesota Counties District 10, replacing County Administrator Rhonda Sivarajah for the remainder of Program Year 2023. Commissioner Jeppson seconded the motion. Motion carried unanimously.

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The county board meeting was adjourned at 10:45 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.