

# ANOKA COUNTY BOARD AGENDA

FOR THE JANUARY 28, 2020, COUNTY BOARD MEETING

9:30 A.M.

County Board Room #705 - Government Center

Public comments are welcome at committee meetings. For a schedule of committee meetings please go to <https://www.anokacounty.us/calendar.aspx?>.

1. Chair calls meeting to order.
2. Pledge of Allegiance.
3. Present:

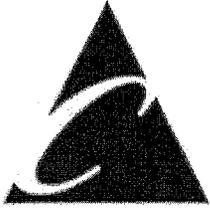
District #1	Matt Look
District #2	Julie Braastad
District #3	Robyn West
District #4	Mandy Meisner
District #5	Mike Gamache
District #6	
District #7	Scott Schulte
- Others:
4. Tax claims and abatements.
5. Consider accepting the regular claims paid over \$500 for the periods ending January 3, 2020, and January 17, 2020, and purchase-card claims paid for the periods ending January 3, 2020, and January 17, 2020. **See attached** action item worksheet.
6. Approval of minutes from the following meetings:
  - A. January 7, 2020, statutory and organizational county board meeting
  - B. January 7, 2020, regular county board meeting.
7. Chair's remarks.
  - A. Consider, for informational purposes, presentation of 2019 County Achievement Award from Association of Minnesota Counties (AMC).
  - B. Consider, for informational purposes, presentation of 2019 Minnesota Association of Professional County Economic Developers' (MAPCED) Outstanding Economic Development Award from Association of Minnesota Counties (AMC).
8. Committee reports.
  - A. Management Committee report.
  - B. Transportation Committee report.
  - C. Finance and Capital Improvements Committee report.
  - D. Human Services Committee report.
  - E. Parks Committee report.
  - F. Public Safety Committee Chair report.

9. Committee appointments:

- A. Consider reappointing Robert Edwards, representing Mental Health Professional, to the Children's Mental Health Advisory and Coordination Council, for a 3-year term ending February 28, 2023. **See attached** background and committee application.
- B. Consider appointing/reappointing the following to the Adult Mental Health Advisory Committee for three-year terms expiring February 28, 2023:
  - 1) Appointing Anita Judo (consumer) and Kaitlyn Johnson (community support service professional)
  - 2) Reappointing Jeff Alberts (community mental health provider) and Ruth Engelstad (community member)

**See attached** background and committee applications.

- C. Consider reappointing Ann Rantanen-Lee to the Minnesota Extension Committee for a three-year term expiring January 2023. **See attached** committee application.
- D. Consider, for informational purposes, Chair Schulte's appointment of Kyung Chun 'KC' Kye to the Anoka County Workforce Development Board for a term expiring June 30, 2021. **See attached** background and committee application.



# ANOKA COUNTY BOARD

## ACTION ITEM

January 28, 2020

### FINANCE & CENTRAL SERVICES

ACTION REQUESTED	Motion for acceptance of the: <ul style="list-style-type: none"><li>• Regular claims paid over \$500 for the periods of December 21, 2019 thru January 3, 2020 and January 4, 2020 thru January 17,2020</li><li>• Purchase-card claims paid for the periods of December 21, 2019 thru January 3, 2020 and January 4, 2020 thru January 17,2020</li></ul>
BACKGROUND	Resolution 2019-107 delegated the Finance & Central Services Division Manager the authority to pay all claims of the County.
SOLUTIONS	Pursuant to Resolution 2019-107 and Minn. Stat. §375.18, the list of all claims paid since the last regularly scheduled Board Meeting is now presented to the Board for informational purposes and acceptance. The Claims Register is on file with the Clerk of the Board.
RECOMMENDATIONS	Recommend approval.

## ANOKA COUNTY

### MANAGEMENT COMMITTEE REPORT

FOR THE JANUARY 28, 2020, COUNTY BOARD MEETING

The Management Committee meeting was held on January 7, 2020, at 9:05 a.m. in Master Conference Room #772 of the Anoka County Government Center, Anoka, Minnesota.

Present: **Committee Members** – Commissioner Robyn West (Chair), Commissioner Julie Braastad, Commissioner Mike Gamache, and Commissioner Scott Schulte

**Others** – Commissioner Mandy Meisner; Steph Beito-Ziemer, Employee Relations Director; Dee Guthman, Deputy County Administrator; Cindy Cesare, Human Services Division Manager; Marcy Crain, Chief Deputy County Attorney; Teresa Swoyer, County Board Coordinator; and citizens Mel Aanerud, Wes Volkenant, and Doug Malsom

All items were approved by all committee members unless otherwise noted.

#### Information Items

1. In accordance with the Personnel Rules and Regulations, and at the request and recommendation of the respective department heads, the Management Committee approved the consent items. See **attached** consent items.
2. The Management Committee approved the second and fourth Tuesday of the month be established as regular Management Committee meeting days for 2020 with the exceptions of:
  - December 8, which meeting will be held on December 4, 2020
  - December 22, which meeting will be held on December 15, 2020
3. Wes Volkenant and Mel Aanerud commented on two resolution amendments considered at the county board organizational meeting - one to allow public comment at county board meetings and the other relating to posting meeting notices at the county libraries.

ANOKA COUNTY

CONSENT ITEMS

FROM THE JANUARY 7, 2020, MANAGEMENT COMMITTEE MEETING

1. Reclassifications as recommended by the Employee Relations director. **See attached** dated January 7, 2020.
2. Travel requests at the request and recommendation of the respective department heads in accordance with the Travel and Expense Policies:
  - A. Rhonda Sivarajah, County Administrator, and any county commissioner - Administration - to attend 2020 NACo Legislative Conference - Washington D.C. - 6 days, February 2020 - costs for each to include \$490 registration, \$1,300 lodging, \$418 per diem, \$267 air fare, and \$130 parking (county van).
  - B. Scott Schulte, Matt Look, and Mike Gamache, County Commissioners - Administration - to attend 2020 NACo Legislative Conference and Legislative Visit - Washington D.C. - 9 days (Mike 7 days), February 2020 - costs for each to include \$490 registration, \$2,000 lodging (Mike \$1,500), \$646 per diem (Mike \$494), \$267 air fare (Scott \$400), \$44 mileage, \$100 ground transportation, and \$208 parking.
  - C. John Murphy, Director - Court Administration/Law Library - to attend Equal Justice Conference - Atlanta, GA - 4 days, May 2020 - costs to include \$450 registration, \$750 lodging, \$400 airfare, \$41 mileage, \$231 per diem, \$80 parking, and \$80 ground transportation.

**Employee Relations Department  
Recommendations for Reclassification**

Incumbent	Present Title	Proposed Title	Present Grade Level	Approved Grade Level	Department	Effective Date
Tanner Ess	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020
Renee Hanck	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020
Elizabeth Hayes	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020
Donelle Lawrence	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020
Heidi Meyer	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020
Daniel Nolan	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020
Barbara O'Neill	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020
Kelly Sandmann	Lead Dispatcher	Dispatch Supervisor	11	12	Central Comm	01/04/2020

**ANOKA COUNTY  
TRANSPORTATION COMMITTEE REPORT  
FOR THE JANUARY 28, 2020 COUNTY BOARD MEETING**

The Transportation Committee meeting was held on Monday, January 13, 2020 at 8:30 a.m. in Lac qui Parle Conference Rooms B & C at the Anoka County Highway Department in Andover, MN.

Committee Members Present: Commissioners Schulte, Braastad, Look  
 Committee Members Absent: West  
 Department Staff Present: Joe MacPherson, Jerry Auge, Amy Honer, Jill Kent  
 Others Present: Commissioner Mandy Meisner, Christine Carney, Asst County Attorney,  
 Wes Volkenant, Andover Resident

**ACTION ITEMS**

- \*1. The committee recommends approval to enter into License Agreement #C0007634 with the City of Andover, allowing the installation of a monument sign at the NW corner of CSAH 78 (Hanson Boulevard) and 133<sup>rd</sup> Avenue; and authorizing the Chair of the County Board and the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.

**INFORMATION ITEMS**

**Highway**

2. The committee established Mondays, at least 8 days prior to the Anoka County Board meetings, as the regular Transportation Committee meeting days for 2020, with the exception of:

February 17, which will be held on Friday, February 14, at 9:30 A.M.;  
 March 2, for which no meeting will be held;  
 July 20, which will be held on Wednesday, July 22;  
 November 26, for which no meeting will be held; and  
 December 7, which will be held on Wednesday, December 2.

Meetings are to begin at 8:30 a.m. in Lac qui Parle Conference Rooms B & C, at the Anoka County Highway Department, 1440 Bunker Lake Boulevard N.W., Andover, Minnesota, unless otherwise designated.

3. The committee reviewed and discussed the proposed 2020 County Overlay Program.
4. The committee reviewed Transportation Division agreements executed since last meeting.
5. The committee reviewed Corridor Updates and Project Progress. /
6. The committee received comments from Wes Volkenant, Andover Resident, regarding the north Hanson project signage; installation of the monument sign at the NW corner of CSAH 78 (Hanson Boulevard) and 133<sup>rd</sup> Avenue; and topics at a recent League of Women Voters meeting, along with an upcoming League of Women Voters meeting on January 25th.



# ANOKA COUNTY BOARD ACTION ITEM

January 13, 2020

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval to enter License Agreement (#C0007634) with the City of Andover to allow the installation of a monument sign at the NW corner of CSAH 78 (Hanson Boulevard) and 133<sup>rd</sup> Avenue; and authorizing the Chair of the County Board and the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.</i>
BACKGROUND	<p><i>The proposed "Welcome to Andover" monument sign will be located at the NW corner of CSAH 78 (Hanson Boulevard) and 133<sup>rd</sup> Avenue in the City of Andover (directly across from the Anoka County Sheriff's Office). The sign will be centered 45 feet from the back of the existing curb along Hanson Boulevard.</i></p> <p><i>Anoka County staff have reviewed the proposed sign location in relation to the county road clear zone and sight line requirements and find the proposed location acceptable. If the county roadway is expanded or reconstructed in the future, and the sign needs to be relocated, all associated costs will be borne by the City.</i></p>
PREVIOUS ACTION TAKEN	<i>None.</i>
COMMENTS	
RECOMMENDATIONS	<p><i>Approval.</i></p>

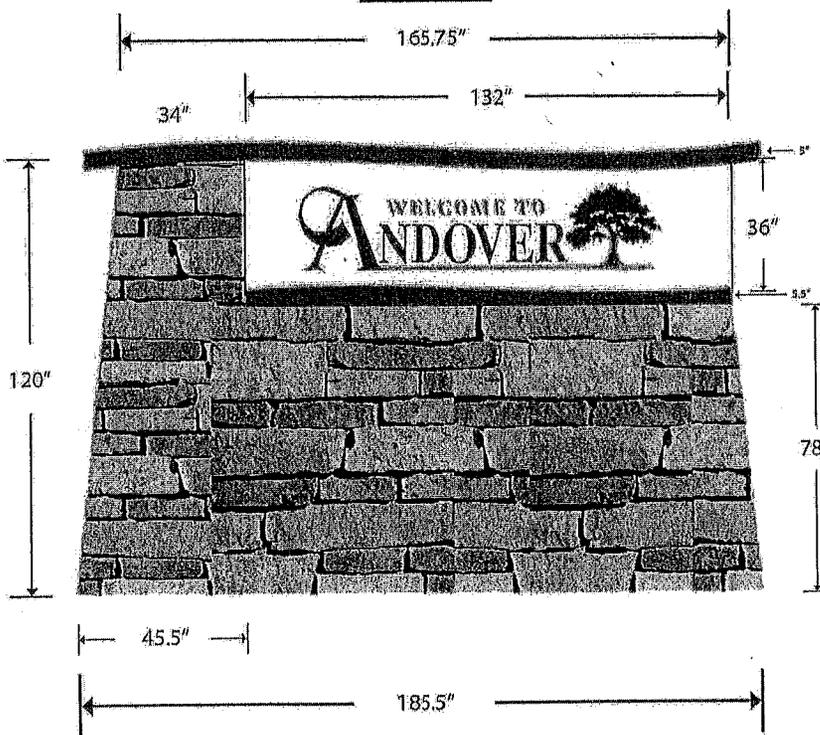
*Document is on file and available for review at:*

- County Highway Dept.
- County Administration

Exhibit A



**Exhibit B**



410 93<sup>rd</sup> Ave.<sup>NW</sup>  
 Coon Rapids, MN 55432  
**763.786.5545**

DATE: 10.4.19  
 SALESMAN: Scott Maciej  
 LOCATION: Andover  
 NOTES: SEL - Barrington

Stone not an actual representation of size

These plans are the exclusive property of DeMars Signs Inc. and are the result of the original work of its employees. They are submitted to your firm for the sole purpose of your approval, assuming the signage will be manufactured by DeMars Signs Inc. Artwork and design may not be distributed outside your firm without written consent from DeMars Signs Inc. Use of this artwork and/or design without written consent is prohibited; DeMars Signs Inc. reserves the right to pursue legal action in violation of this agreement. This may include, but is not limited to: a) Reimbursement for creating, above drawing, b) Any associated legal fees.

**CUSTOMER APPROVAL X**

**ANOKA COUNTY**  
**FINANCE AND CAPITAL IMPROVEMENTS COMMITTEE REPORT**  
FOR THE JANUARY 28, 2020, COUNTY BOARD MEETING

The Finance and Capital Improvements Committee meeting was held on January 21, 2020, in Master Conference Room #772, Anoka County Government Center, Anoka, Minnesota.

**Committee Members Present:** Commissioner Look (Chair)  
Commissioner Braastad (Vice-Chair)  
Commissioner Gamache

**Committee Members Absent:** Commissioner Schulte

**Others Present:**

Commissioner Meisner; Rhonda Sivarajah, County Administrator; Dee Guthman, Deputy County Administrator; Cory Kampf, Division Manager; Brenda Pavelich-Beck, Accounting Director; Patti Hetrick, Budget Director; Andrew Dykstra, Facilities Management and Construction Director; Jerry Covell, Construction Planning & Design Manager; Yvonne Kirkeide, Accounting Manager; Joshua Kent, Accounting Manager; Nicole Hegge, Accounting Manager; Lindsey Felgate, Purchasing Manager; Cathie Larson, Senior Office Manager; Kathryn Timm, Assistant County Attorney III; Wes Volkenant; Citizen.

**Action Items:**

1. The committee recommends the County Board approve the following master contracts for construction services – **See attached** action item worksheet.
  - C0007715 with Morcon Construction Company, 5151 Industrial Boulevard NE, Fridley, MN 55421.
  - C0007716 with RAK Construction Inc, 21435 Johnson Street NE, East Bethel, MN 55011.
  - C0007718 with Home Depot (US Communities), 2455 Paces Ferry Road, Atlanta, GA 30339.
  - C0007717 with Woodcrest Building & Remodeling Inc, 24140 Primrose Lane North, Scandia, MN 55073.
2. The committee recommends the County Board approve entering into contract #C0007762 with RJ Marco Construction Inc, 75 W Viking Drive, Suite 104, St. Paul, MN 55117, for County Administration Security Upgrades for \$56,977, plus a contingency not to exceed 10% of the original contract – **See attached** action item worksheet.
3. The committee recommends the County Board adopt Resolution 2020-F1 accepting a donation gift from the Anoka County Employee's Club – **See attached** action item worksheet.
4. The committee recommends the County Board approve the annual designation of depositories to US Bank NA, Wells Fargo Bank, NA, and BMO Harris Bank NA and delegate the authority to make Electronic Funds Transfers to the Finance & Central Services Division Manager and their designees - **See attached** action item worksheet.

5. The committee recommends the County Board adopt Resolution 2020-F2 authorizing the Conveyance of Property to Anoka-Hennepin Independent School District No. 11 – **See attached** action item worksheet.
6. The committee recommends the County Board adopt Resolution 2020-F3 advertising for the sale of the property located in Lino Lakes as prescribed in Minnesota Statute 373.01 - **See attached** action item worksheet

**Informational Items:**

1. The committee considered, for informational purposes, an update on the development of a fitness room at the Blaine Human Services Center.
2. The committee considered, for informational purposes, a discussion on a new FM&C Student Recruitment Program worksheet.
3. The committee considered, for informational purposes, an update on Library and Parks facilities walk throughs that are in progress.



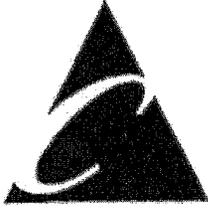
# ANOKA COUNTY BOARD ACTION ITEM

January 28, 2020

## FACILITIES MANAGEMENT & CONSTRUCTION

<b>ACTION REQUESTED</b>	<p>The committee recommends the County Board approve the following master construction contracts:</p> <ul style="list-style-type: none"><li>• C0007715 with Morcon Construction Company, 5151 Industrial Boulevard NE, Fridley, MN 55421.</li><li>• C0007716 with RAK Construction Inc, 21435 Johnson Street NE, East Bethel, MN 55011.</li><li>• C0007718 with Home Depot (US Communities), 2455 Paces Ferry Road, Atlanta, GA 30339.</li><li>• C0007717 with Woodcrest Building &amp; Remodeling Inc, 24140 Primrose Lane North, Scandia, MN 55073.</li></ul>
<b>BACKGROUND</b>	<p>Creating multiple master construction contracts helps county-wide as all departments can obtain these services more efficiently since we do not need to go out for proposals and quotes each time work or service is needed.</p> <p>State and municipal law definition (to be interpreted narrowly) of construction and projects within construction is the following:</p> <ul style="list-style-type: none"><li>• Construction – means building construction, alteration improvements, or repair.</li><li>• Construction contract means a contract or subcontract of any tier for work on a project.</li><li>• Project means building, erection, construction, alteration, remodeling, demolition, or repair of buildings, real property, highways, roads, bridges, or other construction work performed pursuant to a construction contract.</li></ul> <p>Previously, the County entered into multiple singular contracts or used cooperative agreements negotiated by other lead state law. By entering into our own master contracts, we can ensure the County is protected while creating similar efficiencies. The County will continue to meet competitive requirements under law by reaching out to one or more contract vendors using a simple statement of work process.</p> <p>Anoka County Purchasing issued competitive request for proposals (RFP) for master contracts for construction and construction related work up to \$175,000 on September 27, 2019.</p> <p>The RFP resulted in 12 submissions by proposers:</p> <ul style="list-style-type: none"><li>• Braden Construction</li><li>• Corval Constructors, Inc</li><li>• Cy-Con Inc</li><li>• Donlar Construction</li><li>• The Home Depot</li><li>• J Lewis Building and Remodeling</li><li>• Morcon Construction Company, Inc</li><li>• RAK Construction, Inc</li><li>• RJ Marco Construction</li><li>• RJM Construction</li><li>• Terra Construction</li><li>• Wood Crest Builders</li></ul>

<b>BACKGROUND CONTINUED</b>	<p>The submissions were reviewed by Purchasing and evaluated by a team of County employees from two departments, Facilities and Parks for the lowest responsive and responsible proposers.</p> <p>The selected qualified proposers meeting the requirements of the RFP would be offered a Master Contract. To determine who would be selected as a qualified contractor, the County considered the overall experience and reputation of the proposer, quality and presentation of the proposal, and references provided</p> <p>The selection process for this RFP was necessarily subjective, and the County selected the Contractors who, in the County's best judgment, are most responsible and suitable to perform the services required. The County requires various construction and construction related work to be performed under various needs and funding sources each with their own unique requirements.</p>
<b>FUNDING</b>	Various operating budgets/building fund.



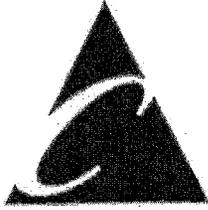
## ANOKA COUNTY BOARD

### ACTION ITEM

January 28, 2020

#### FACILITIES MANAGEMENT & CONSTRUCTION

<b>ACTION REQUESTED</b>	The committee recommends the County Board approve entering into contract #C0007762 with RJ Marco Construction Inc, 75 W Viking Dr Ste 104, St. Paul, MN 55117 for County Administration Security Upgrades for \$56,977, plus a contingency not to exceed 10% of the original contract.
<b>BACKGROUND</b>	<p>Over the past few years, the County has done security upgrade projects within the Government Center in the County Attorney's, Information Technology, Finance, and Social Services to name a few. During the past few months, there have been numerous incidents that placed the security of our employees within County Administration at risk.</p> <p>Facilities prepared a schematic design and scope of work, soliciting quotes from two vendors. RJ Marco was the lowest responsible bidder.</p>
<b>SOLUTIONS</b>	Upgrade the security of County Administration space by building a secure access point on 7 <sup>th</sup> floor just beyond the Administration Front Counter. This allows public access to 772 and the Front Counter, but limits access to employee offices to those authorized or expected.
<b>CONCLUSION</b>	Consider recommending the County Board approve entering into a contract with RJ Marco for County Administration Security Upgrades for \$56,977, plus a contingency not to exceed 10% of the original contract. Funding for this project is available through 2019 budget savings.



## ANOKA COUNTY BOARD

### ACTION ITEM

January 28, 2020

#### FACILITIES MANAGEMENT & CONSTRUCTION

ACTION REQUESTED	The committee recommends the County Board adopt Resolution 2020-F1 accepting a donation gift from the Anoka County Employee's Club.
BACKGROUND	Earlier this year Anoka County was provided a generous donation of hosta plants for grounds improvement. This donation will support ongoing planter beautification around the Anoka County Government Center Complex.
RECOMMENDATIONS	Adopt Resolution 2020-FMC01.

**RESOLUTION NO. #2020-F1**

**RESOLUTION ACCEPTING GIFT  
FROM ANOKA COUNTY EMPLOYEES CLUB**

WHEREAS, earlier this year the County of Anoka was provided a donation from the Anoka County Employees Club, a 501(c)(4) Charitable Organization under the laws of the State of Minnesota (hereinafter "organization"); and

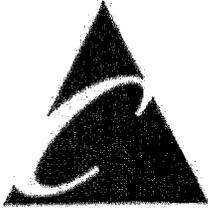
WHEREAS, the organization donated a variety of hosta plants to the County of Anoka for grounds improvement on and around county facilities; and

WHEREAS, Minn. Stat. § 465.03 requires a county to accept property by Resolution expressed in the terms prescribed by the donor; and

WHEREAS, acceptance of the property by the County in accordance with the donor's terms is in the best interest of the County of Anoka.

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners does hereby accept the above-described gift from said organization in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners wishes to extend its sincere appreciation to the Employees Club for its generous donation to the county.



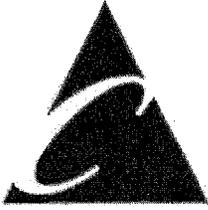
## ANOKA COUNTY BOARD

### ACTION ITEM

January 28, 2020

#### FINANCE & CENTRAL SERVICES

<b>ACTION REQUESTED</b>	The committee recommends the County Board approve the annual designation of depositories to US Bank NA, Wells Fargo Bank, NA, and BMO Harris Bank NA and delegate the authority to make Electronic Funds Transfers to the Finance & Central Services Division Manager and their designees.
<b>BACKGROUND</b>	Anoka County designates financial institutions to serve as depositories for county funds on an annual basis, in accordance with Minnesota Statutes 118A.02 and 385.07. Also, the County Board is requested to designate the authority to make Electronic Fund Transfers to the Finance & Central Services Division Manager and their designees in accordance with Minnesota Statutes 471.38, subd 3a.
<b>SOLUTIONS</b>	The County currently uses depositories at both US Bank and Wells Fargo Bank, and has a collateralized CD at BMO Harris Bank. All three of the banks have branches within the County. With the Electronic Funds Transfer designation, the County will provide this action with both banks where disbursements accounts exist, US Bank and Wells Fargo.
<b>RECOMMENDATIONS</b>	Approve the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, and BMO Harris Bank NA, and delegate the authority to make Electronic Funds Transfers to the Finance & Central Services Division Manager and their designees.



## ANOKA COUNTY BOARD

### ACTION ITEM

January 28, 2020

Finance & Central Services

<b>ACTION REQUESTED</b>	The committee recommends the County Board adopt Resolution 2020-F2 authorizing the Conveyance of Property to Anoka-Hennepin Independent School District No. 11.
<b>BACKGROUND</b>	<p>In 2001, the County issued \$10 Million in School District Lease Revenue Bonds for financing the acquisition and construction of a secondary technical educational facility on the campus of the Anoka-Hennepin Technical College. The Anoka-Hennepin Independent School District No. 11 entered into a Lease with the County and US Bank as Trustee agreeing to pay the principal and interest on the Bonds.</p> <p>In 2010, the County issued \$5,495 Million in Refunding Bonds for the same project to reduce the overall costs, which resulted in an amendment of the Lease with the Anoka-Hennepin Independent School District No. 11. The Refunding bonds are subject to a call anytime after May 1, 2019. The School District is planning to pay-off the remaining bonds no later than January 31, 2020.</p>
<b>SOLUTIONS</b>	The Terms of the Lease indicate that once the terms of the Lease have been satisfied and the outstanding Bonds have been paid, the County will convey the property, with all buildings and content over to the School District.
<b>CONCLUSION</b>	Recommend the County Board adopt the attached resolution authorizing the Conveyance of the Property and authorizing the County Board Chair and the County Administrator to execute the necessary documents to Convey the Property to the District pursuant to the terms and conditions of the Lease Agreement.

**Resolution No. 2020-F2**

**RESOLUTION AUTHORIZING THE CONVEYANCE OF PROPERTY  
TO ANOKA-HENNEPIN INDEPENDENT SCHOOL DISTRICT No. 11**

WHEREAS, the County of Anoka, a political subdivision of the State of Minnesota (“County”) owns real property which is located at 1353 US Highway 10, Anoka, Minnesota, and is identified by the County for tax purposes as Pin No. 35-32-25-42-0026 (“the Property”) which is legally described in the attached Exhibit A; and

WHEREAS, the County entered into an Amended and Restated Lease and Purchase Option Agreement (“Lease”) with the Anoka-Hennepin ISD No. 11 (the “District”), commencing December 1, 2010 and ending April 1, 2020, which allocates use and responsibilities for the land and all building and improvements situated on the Property that is currently in use by the District; and

WHEREAS, the Lease terms specifically permit early termination upon the occurrence of the exercise by the District of its option to purchase the leased property pursuant to Article X of the Lease; and

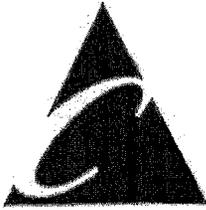
WHEREAS, the conveyance of the Property addressed by this Resolution is in furtherance of the payoff of the Anoka County Lease Revenue Bonds by the District, which is expected to occur no later than January 31, 2020; and

WHEREAS, the County is required by the Lease to convey the Property to the District upon the payment in full of the revenue bonds.

NOW, THEREFORE, BE IT RESOLVED, that the Anoka County Board of Commissioners hereby authorizes and directs the Anoka County Board Chair and the County Administrator to execute the necessary documents and take any such further action as may be necessary to convey the Property to the District pursuant to the terms and conditions of the parties’ agreement.

**EXHIBIT A**

Lot 2, Block 1, Anoka Hennepin Technical College Addition, Anoka County, Minnesota



## ANOKA COUNTY BOARD

### ACTION ITEM

January 28, 2020

Finance & Central Services

ACTION REQUESTED	The committee recommends that the County Board adopt Resolution 2020-F3 advertising for the sale of the property located in Lino Lakes as prescribed in Minnesota Statute 373.01.
BACKGROUND	<p>The County purchased two parcels of land back 2007 and financed that purchase through the issuance of 3.245 Million in Tax-exempt Bonds. The land, located in Lino Lakes, was originally intended to be used to build a new Library on the east side of the County.</p> <p>Parcel 1 is 5.81 acres, zoned General Business, and has an appraised value of \$1.33 million (includes a billboard that we receive about \$12K annually in rent) – December 19, 2019 Appraisal</p> <p>Parcel 2, is 2.89 acres, zoned General Business, and has an appraised value of \$940K – December 19, 2019 Appraisal.</p> <p>Based on information from our Bond Attorney, Kennedy &amp; Graven, selling this parcel will result in immediate non-compliance of the 2013 Refunding Bonds related to their tax-exempt status. In order to preserve their status, the County has two remedial actions that are requires to be followed. They may use the proceeds to defease the remaining outstanding bonds of \$685K plus interest, and / or for Library capital expenditures. The proceeds must be used within two-years and cannot be used to reimburse past projects.</p>
SOLUTIONS	If the County wishes to sell the property, under Minnesota Statute 373.01, the County must advertise the sale of the property for 3-weeks in a qualified newspaper and then accept bids. The County may reject all bids and hire a Real-Estate Broker once the process is complete.
CONCLUSION	Recommend the County Board adopt resolution 2020-F3.

**RESOLUTION #2020-F3**

**RESOLUTION AUTHORIZING  
THE ADVERTISEMENT  
FOR BIDS FOR THE SALE OF  
REAL PROPERTY LOCATED IN AND OWNED BY  
THE COUNTY OF ANOKA, MINNESOTA**

WHEREAS, the County of Anoka, a political subdivision of the State of Minnesota ("Anoka County"), owns real property which is located in the City of Lino Lakes, and is identified by Anoka County for tax purposes as PIN No's. 17-31-22-23-0002 and 17-31-22-24-0004 ("Lino Lakes Property"); and,

WHEREAS, the Lino Lakes Property is made up of two undeveloped commercial parcels legally described as follows:

**Parcel 1**

That part of the Southwest Quarter of the Northwest Quarter of said Section 17 lying Southeasterly of the Southeasterly right-of-way line of Highway 35W and lying Northerly of the plat of Marshan Lake Industrial Park.

And

**Parcel 2**

P.I.N. 17-31-22-24-0004

That part of the Southeast Quarter of the Northwest Quarter of Section 17, Township 31, Range 22, Anoka County, Minnesota described as commencing at the point of intersection of the South line of said Southeast Quarter of Northwest Quarter with the Westerly right-of-way line of Highway No. 8, also known as Lake Drive; thence on an assumed bearing of North 24 degrees, 56 minutes, East along said Westerly line 1155.6 feet to the point of beginning; thence South 24 degrees, 56 minutes, West, back along said Westerly line 113.93 feet; thence North 65 degrees, 04 minutes, West 208.7 feet; thence South 24 degrees, 56 minutes, West 250.7 feet; thence North 84 degrees, 24 minutes West 358.4 feet to the West line of said Southeast Quarter of Northwest Quarter; thence Northerly along said West line 290 feet, more or less, to the Southerly right-of-way line of the Southeast ramp of Highway 35W; thence Northeasterly along said Southerly right-of-way line 77 feet more or less to the point of intersection with a line that bears North 78 degrees, 35 minutes, 30 seconds West from the point of beginning; thence South 78 degrees, 35 minutes, 30 seconds East 652.6 feet to the point of beginning.

WHEREAS, Anoka County does not have a present or foreseeable future need for the Lino Lakes Property; and

WHEREAS, Anoka County wishes to sell the Lino Lakes Property; and

WHEREAS, Minnesota Statutes, Section 373.01, subdivision 1 (b), generally provides that no sale or conveyance of real estate owned by the County shall be valid without first advertising for bids in the official newspaper of the County for three consecutive weeks and once in a newspaper of general circulation in the area where the property is located, and

WHEREAS, Anoka County has designated an official newspaper for the calendar year 2020.

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby authorizes the advertisement for bids for the sale of the Lino Lakes Property pursuant to the provisions of Minnesota Statutes, Section 373.01, subdivision 1(b).



**HUMAN SERVICES COMMITTEE REPORT  
FOR THE JANUARY 28, 2020  
ANOKA COUNTY BOARD MEETING**

COMMITTEE PRESENT: Commissioner Julie Braastad, Commissioner Mandy Meisner  
COMMITTEE ABSENT: Commissioner Robyn West  
OTHERS PRESENT: Rhonda Sivarajah, Cindy Cesare, Jonelle Hubbard, Nicole Swanson, Dylan Warkentin, Randi Mayer, Jerry Pederson, Nancy Norman, Brad Thiel, Jessica Leth, Kellie Tienter, Peggy McNabb, Nicole Hegge, Heather Miller, Michele Reid, Tracy Schirmers, Wes Volkenant

The following recommendations from the January 21, 2020, Human Services Committee meeting are being forwarded to the County Board of Commissioners, which also acts as the Local Social Services Agency and Health Board, for their approval:

- \*1. The committee recommended County Board ADOPTION of the following:
- A. Resolution #2020-HS-1, Economic Assistance Bills – **see attached resolution**
  - B. Resolution #2020-HS-2, Accepting Gifts for Human Services – **see attached resolution**

© © ©

**INFORMATIONAL**

1. The following position recommendation has been forwarded to the Management Committee for approval at its January 28, 2020, meeting:
  - A. Community Corrections / PCN 1994001601 Restructure Request
    - From: 1 FTE Senior Accounting Clerk, Grade 8, Juvenile Center, Complement, Non-Contingent
    - To: 1 FTE Administrative Services Assistant, Grade 9, Juvenile Center, Complement, Non-Contingent
2. The committee adopted a Human Services Committee schedule of regular meetings from February 2020 through January 2021. Regular meetings begin at 8:30 a.m. in Rum River Room 710, Anoka County Government Center, on the third Tuesday of each month, except for:
  - July, when the committee will meet on July 23
  - December, when the committee will meet on December 10

3. The Committee recommended County Board reappointment of Rob Edwards as mental health professional to the Children's Mental Health Advisory and Coordination Council for a three-year term to February 2023.
4. The Committee recommended County Board appointment of the following to the Adult Mental Health Advisory Council for three-year terms to February 2023:

Reappointments

- Jeff Alberts, community mental health provider
- Ruth Engelstad, community member

New Appointments

- Anita Judo, consumer
- Kaitlyn Johnson, community support services professional

5. The Committee recommended County Board chair appointment of Kyung Chun 'KC' Kye as manufacturing/retail industry representative to the Workforce Development Board for a two-year term through June 30, 2021.

\*Action Required  
attachments

**RESOLUTION #2020-HS-1**  
**APPROVING ECONOMIC ASSISTANCE ACTIONS AND PAYMENTS**

BE IT RESOLVED that the Anoka County Board of Commissioners does hereby approve and ratify the following client actions of the Anoka County Economic Assistance Department for December 2019: Medical Assistance and General Assistance medical payments in the amount of \$290,691.26 set forth in the Monthly Economic Assistance Actions and Payments Authorization document on file in Human Services Administration.

**RESOLUTION #2020-HS-2**  
**ACCEPTING GIFTS FOR HUMAN SERVICES**

WHEREAS, Anoka County Human Services has been contacted by five non-profit organizations, Adoption Is Love Fund, St. Joseph of the Lakes Catholic Church, St. Philips Lutheran Church, Safe Haven Foster Shoppe, and The Forgotten Initiative, about donating items for children placed in foster care through Children and Family Services; and,

WHEREAS, these organizations, Adoption Is Love Fund, St. Joseph of the Lakes Catholic Church, St. Philips Lutheran Church, Safe Haven Foster Shoppe, and The Forgotten Initiative, are willing to voluntarily provide these items as able and/or needed; and,

WHEREAS, items donated are for personal use by children of all ages receiving services from Children and Family Services:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners, in accordance with Minn. Stat. § 465.03, does hereby formally agree to accept the items donated by Adoption Is Love Fund, St. Joseph of the Lakes Catholic Church, St. Philips Lutheran Church, Safe Haven Foster Shoppe, and The Forgotten Initiative for children receiving services and in particular those that have been placed in foster care.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners wishes to extend its grateful appreciation for the items donated.

PARKS COMMITTEE REPORT  
FOR THE TUESDAY, JANUARY 28, 2020  
COUNTY BOARD MEETING

The Parks Committee meeting was held on Wednesday, January 8 at the Bunker Hills Activities Center.

Committee Members Present: Commissioner Mike Gamache (Chair); Commissioner Matt Look

Department Staff Present: Jeff Perry, Parks Director; Andy Soltvedt, Operations & Visitor Services Manager; Karen Blaska, Park Planner; Cory Hinz, Recreation Services Manager

Others Present: Christine Carney, Assistant County Attorney; Laurie Elvig, Accountant; Nick Roberts; Wes Volkenant

**Action Items:**

1. The Committee recommends that the County Board adopt Resolution 2020-PRK01 accepting a gift from Nick Roberts & the Roberts Family to fund improvements to the Riedel farm house.
2. The Committee recommends that the County Board adopt Resolution 2020-PRK02 accepting a gift from Connexus Energy to fund natural and cultural history programming through Wargo Nature Center.
3. The Committee recommends that the County Board authorize an amendment to a \$325,000 Parks and Trails Legacy Grant (Anoka County Contract #C0006651A) for improvements to Islands of Peace.
4. The Committee recommends that the County Board award a contract to RJ Marco Construction Inc. of Little Canada, MN, in the amount of \$128,223 for the construction of restroom improvements to two restroom buildings at Lake George Regional Park (Anoka County Contract #C0007462).

**Committee Action Items:**

5. The Committee adopted the 2020 meeting calendar for the Parks Committee.

**Informational Items:**

6. The Committee was informed of highlights from the 2019 calendar year within the park system.
7. The Committee was informed of the proposed annual goals for the Parks Department in 2020.
8. The Committee was informed of the contracts executed since the last Parks Committee meeting.
9. The Committee received the monthly Parks Department updates.
10. Public comments were shared by Wes Volkenant, county resident, regarding items discussed during the meeting.

**COUNTY BOARD ACTION ITEM 1 – RESOLUTION ACCEPTING GIFT FROM NICK ROBERTS & THE ROBERTS FAMILY**

**Parks Committee**

**Committee Date: January 8, 2020**

**County Board Date: January 28, 2020**

<b>Action Requested</b> To consider recommending to the County Board the adoption of Resolution 2020-PRK01 accepting a gift from Nick Roberts to fund improvements to the Riedel farm house.
<b>Previous Committee / County Board Action</b> NA
<b>Background / Analysis</b> Nick Roberts and the Roberts family has donated \$10,000 for maintenance and improvement of the Riedel farm house located in Riverfront Regional Park. Mr. Roberts is a direct decedent of the Riedel family and has expressed interest in ensuring the farm house stays in great condition for generations to come.
<b>Conclusion / Recommendation</b> Consider adopting Resolution 2020-PRK01
<b>Supporting Documents</b> Resolution 2020-PRK01
<b>Lead Staff</b> Andy Soltvedt, Operations & Visitor Services Manager

**RESOLUTION 2020-PRK01**

**RESOLUTION ACCEPTING A DONATION  
FROM NICK ROBERTS & THE ROBERTS FAMILY**

WHEREAS, Nick Roberts & the Roberts Family has donated a gift of \$10,000 to the Anoka County Parks Department; and

WHEREAS, the donation will be used to fund maintenance and improvements to the Riedel farm house; 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 the Anoka County Board of Commissioners hereby accepts the gift of \$10,000 from Nick Roberts to the Anoka County Parks Department.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby wishes to extend its grateful appreciation to Nick Roberts & the Roberts Family for their generous and valued donation towards the maintenance and improvements to the Riedel farm house.

**COUNTY BOARD ACTION ITEM 2 – RESOLUTION ACCEPTING GIFT FROM CONNEXUS ENERGY**

**Parks Committee**

**Committee Date: January 8, 2020**

**County Board Date: January 28, 2020**

<p><b>Action Requested</b> To consider recommending to the County Board the adoption of Resolution 2020-PRK02 accepting a gift from Connexus Energy to fund natural and cultural history programming through Wargo Nature Center.</p>
<p><b>Previous Committee / County Board Action</b> Action is similar to previous years.</p>
<p><b>Background / Analysis</b> Connexus Energy has donated \$25,000 for natural and cultural history programming at Wargo Nature Center. This grant funds the annual Wildlife Outreach Program and the Heritage Lab Program. This is the 29<sup>th</sup> consecutive year of sponsorship by Connexus Energy.</p>
<p><b>Conclusion / Recommendation</b> Consider adopting Resolution 2020-PRK02</p>
<p><b>Supporting Documents</b> Resolution 2020-PRK02</p>
<p><b>Lead Staff</b> Cory Hinz, Recreation Services Manager</p>

**RESOLUTION 2020-PRK02**

**RESOLUTION ACCEPTING A DONATION  
FROM CONNEXUS ENERGY**

WHEREAS, Connexus Energy has donated a gift of \$25,000 to the Anoka County Parks Department; and

WHEREAS, the donation will be used to fund natural and cultural history programming for youth in the Anoka County Park System; 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 the Anoka County Board of Commissioners hereby accepts the gift of \$25,000 from Connexus Energy to the Anoka County Parks Department.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners hereby wishes to extend its grateful appreciation to Connexus Energy for their generous and valued donation towards natural and cultural history programming in Anoka County.

## COUNTY BOARD ACTION ITEM 3 – AUTHORIZATION OF PARKS AND TRAIL LEGACY GRANT AMENDMENT

### Parks Committee

Committee Date: January 8, 2020

County Board Date: January 28, 2020

**Action Requested**

For the Committee to recommend to the County Board to authorize an amendment to a \$325,000 Parks and Trails Legacy Grant (Anoka County Contract #C0006651A) for improvements to Islands of Peace.

**Previous Committee / County Board Action**

2018 – Grant Agreement Authorization

**Background / Analysis**

Park staff have negotiated with the Met Council to reduce the scope of work for the Islands of Peace project. Due to the recent bidding climate and high cost estimate for the proposed improvements, reconstruction of the parking lot is proposed to be taken out of the project. The revised scope of work includes reconstruction of four culverts and reconfiguring and reconstructing the trails on the island.

The parking lot will be addressed at a later date when funding is available.

**Conclusion / Recommendation**

For the Committee to recommend to the County Board to authorize an amendment to the Parks and Trails Legacy Grant for improvements to Islands of Peace (Anoka County Contract #C0006651A).

**Supporting Documents**

Amendment

**Lead Staff**

Karen Blaska, Park Planner

## COUNTY BOARD ACTION ITEM 4 – CONTRACT AWARD - LAKE GEORGE RESTROOM IMPROVEMENTS

### Parks Committee

Committee Date: January 8, 2020

County Board Date: January 28, 2020

#### Action Requested

For the Committee to recommend to the County Board to award a contract to RJ Marco Construction Inc. of Little Canada, MN, in the amount of \$128,223 for construction of restroom improvements to two restroom buildings at Lake George Regional Park.

#### Previous Committee / County Board Action

November 2019 – Pavilion Quote Informational Item  
Sept 2019 – Rejection of Pavilion & Restroom Bids  
August 2019 – Informational Item – Project Status Update  
June 2019 – Grant Authorization  
January 2019 – 10-year Capital Project Forecast  
June 2018 – 5 Year CIP presentation

#### Background / Analysis

Quotes were requested to rehabilitate each of the three restrooms at Lake George Regional Park. Three quotes were received. RJ Marco Construction Inc. has the lowest quote, with an amount of \$66,237 for the boat launch restroom and \$61,986 for the pavilion restroom.

The construction budget for the project is \$130,000. Therefore, staff is requesting to award one contract to RJ Marco Construction Inc. for improvements to two restroom buildings, for a total contract amount of \$128,223.

Construction could occur immediately upon contract execution.

#### Conclusion / Recommendation

For the Committee to recommend to the County Board to award a contract to RJ Marco Construction Inc. of Little Canada, MN, in the amount of \$128,223 for the construction of restroom improvements to two restroom buildings at Lake George Regional Park (Anoka County Contract # C0007462).

#### Supporting Documents

Quote Tabulation Sheet

#### Lead Staff

Karen Blaska, Park Planner

**ANOKA COUNTY  
PUBLIC SAFETY COMMITTEE CHAIR REPORT  
FOR THE  
JANUARY 28, 2020, COUNTY BOARD MEETING**

Chair Julie Braastad requests to bring the following forward for consideration by the county board:

**\*Action Item**

***Sheriff***

- \*1. The chair recommends adoption of Resolution #2020-PS01, Accepting Dedicated Donation from the Coss Family Foundation. *See attached* resolution.
  
- \*2. The chair recommends approval and execution of Contract #C0007448, the 2020 Law Enforcement Contract with the City of Nowthen in the amount of \$260,504, and a term of January 1, 2020, through December 31, 2020. *See attached* PSC Worksheet.

***Emergency Management***

- \*3. The chair recommends approval and execution of Contract #C0007755, the 2019 State Homeland Security Program (SHSP) Grant between the State of Minnesota, Department of Public Safety, and Anoka County Emergency Management in the amount of \$75,000, and a term of January 1, 2020, through June 30, 2021. *See attached* PSC Worksheet.
  
- \*4. The chair recommends approval and execution of Contract #C0007754, the 2019 Urban Area Security Initiative (UASI) Grant between the State of Minnesota, Department of Public Safety, and Anoka County Emergency Management in the amount of \$200,000, and a term of January 1, 2020, through June 30, 2021. *See attached* PSC Worksheet.

**The next Public Safety Committee meeting is scheduled for Tuesday, February 18, 2020, at 10:30 a.m. at the Anoka County Government Center, Master Conference Room #772, 2100 3rd Avenue, Anoka, MN.**

**RESOLUTION #2020-PS01**

**ACCEPTING DEDICATED DONATION  
FROM THE COSS FAMILY FOUNDATION**

WHEREAS, the Anoka County Sheriff's Office received a donation from the Coss Family Foundation; and,

WHEREAS, the Coss Family Foundation donated funds in the amount of \$15,000 for support of the K9 Program training, equipment, purchase, or maintenance; and,

WHEREAS, Minnesota Statute § 465.03 requires a county to accept the gift 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 the Anoka County Board of Commissioners accepts the above-described funds from the Coss Family Foundation and extends its grateful appreciation.



## PUBLIC SAFETY COMMITTEE ACTION ITEM

January 21, 2020

Anoka County Sheriff's Office

ACTION REQUESTED	Approval and execution of Contract #C0007448, the 2020 Law Enforcement Contract with the City of Nowthen.
BACKGROUND	The City of Nowthen has contracted with the Sheriff's Office for the performance of law enforcement services since July 1, 2012. This contract is the annual renewal.
Contract Number  Amount of Contract	C0007448  The city agrees to pay the county the sum of \$260,504. Contract services include but are not limited to:  a. 8 hours per day of patrol services, and  b. 24-hour call and general services.  The term of the contract is January 1, 2020, through December 31, 2020.
CONCLUSION	The continuation of services provided by the Anoka County Sheriff's Office to the City of Nowthen enhances the safety of county residents.
RECOMMENDATIONS	Approval and execution of Contract #C0007448, the 2020 Law Enforcement Contract with the City of Nowthen.



## PUBLIC SAFETY COMMITTEE ACTION ITEM

January 21, 2020

Emergency Management

<b>ACTION REQUESTED</b>	Consider recommending approval and execution of Contract #C0007755, the 2019 State Homeland Security Program (SHSP) Grant between the State of Minnesota, Department of Public Safety, and Anoka County Emergency Management, effective January 1, 2020, through June 30, 2021, in the amount of \$75,000 to be administered on behalf of MN-1 All Hazards Incident Management Team for the purposes of equipment and training.
<b>BACKGROUND</b>	The State Homeland Security Program (SHSP) is a core assistance program that provides funds to build capabilities at the State, local, tribal, and territorial levels, to enhance our national resilience to absorb disruptions and rapidly recover from incidents both natural and manmade as well as to implement the goals and objectives included in State homeland security strategies and initiatives in their State Preparedness Report (SPR).
<b>SOLUTIONS</b>	The 2019 Homeland Security Grant Program (HSGP) plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation.
<b>CONCLUSION</b>	The 2019 SHSP Grant supports building, sustainment, and delivery of core capabilities through combined effort of the whole community, rather than the exclusive effort of any single organization or level of government, essential to achieving the National Preparedness Goal of a secure and resilient Nation. Anoka County Emergency Management, which currently administers and leads, the MN-1 All Hazards Incident Management Team, a deployable resource, is comprised of entities throughout the State of Minnesota. This team delivers these core capabilities as requested throughout Minnesota and the United States through mutual aid agreements, and state and federal laws.
<b>RECOMMENDATIONS</b>	Anoka County Board approve and execute Contract #C0007755, the 2019 State Homeland Security Program (SHSP) Grant between the State of Minnesota, Department of Public Safety, and Anoka County Emergency Management, effective January 1, 2020, through June 30, 2021, in the amount of \$75,000 for the purposes of purchasing equipment and conducting training in accordance with this grant contract.



## PUBLIC SAFETY COMMITTEE ACTION ITEM

January 21, 2020

Emergency Management

ACTION REQUESTED	Anoka County Board approve and execute Contract #C0007754, the 2019 Urban Area Security Initiative (UASI) Grant between the State of Minnesota, Department of Public Safety, and Anoka County Emergency Management, effective January 1, 2020, through June 30, 2021, in the amount of \$200,000.
BACKGROUND	The UASI program assists in building an enhanced and sustainable capacity to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.
SOLUTIONS	The 2019 Homeland Security Grant Program (HSGP) provides funding to states, territories, urban areas, and other local and tribal governments to prevent, protect against, mitigate, respond to, and recover from potential terrorist attacks and other hazards.
CONCLUSION	The UASI 2019 Grant supports building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation.
RECOMMENDATIONS	Anoka County Board approve and execute Contract #C0007754, the 2019 Urban Area Security Initiative (UASI) Grant between the State of Minnesota, Department of Public Safety, and Anoka County Emergency Management, effective January 1, 2020, through June 30, 2021, in the amount of \$200,000.



ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM

Behavioral Health		January 21, 2020
Re-appointments to the Children's Mental Health Advisory and Coordination Council		CONSENT
Action Requested	Re-appoint the following to the Children's Mental Health Advisory and Coordination Council: Robert Edwards	
Background	The Minnesota Comprehensive Mental Health Act mandates that counties shall establish a local Adult Mental Health Advisory Council and a Children's Mental Health and Coordination Council. The duties of these councils are to seek input from parents, consumers, providers, and the community about the needs of adults and children with mental illness and the services required. In addition, these councils evaluate the existing system of care and develops recommendations to improve the system, service coordination, and funding of services to adults and children with a mental illness. The advisory council members are appointed for three-year terms.	
Prior Action	Robert has been appointed to the council for multiple terms.	
Recommendation	Staff recommends re-appointments for the follow individuals to the Adult Mental Health Advisory Council:  Rob Edwards Mental Health Professional Lee Carlson Center 7954 University Ave NE Fridley, MN 55432  Re-appointment Term expiration date: February 2023	
Submitted By	Denise M Kirmis	
Approved By	Jerry Pederson	

# Anoka County Committee Appointments Application

First Name	Rob
Last Name	Edwards
Date	1/2/2020
Address	
Phone	
Fax	
E-mail	
Business f	
Business /	
Business f	
Business f	
Business f	
Board/Commission applying for:	Children's Mental Health Advisory and Coordination Council
Your county commissioner:	Not Applicable
Find your commissioner here:	<u><a href="#">MN Pollfinder</a></u>
Personal background:	CEO at Anoka County Based Mental Health Agency serving 6000 in the community each year.  current Adult and Children's Mental Health Advisory Council Member
Experience relating to position:	-Masters Level Social Worker with 20 years experience in non-profit mental health. -State Social Work Association President
Describe why you are interested in the position:	Looking to contribute ideas to support our work with mental health issues in the community.
For more information, contact Brenda Vetter at 763-324-4711 or <u><a href="mailto:brenda.vetter@co.anoka.mn.us">brenda.vetter@co.anoka.mn.us</a></u>	



ANOKA COUNTY HUMAN SERVICES COMMITTEE  
 COUNTY BOARD AGENDA ITEM

Behavioral Health		January 21, 2020				
Appointments to the Adult Mental Health Advisory Council		ACTION				
<b>Action Requested</b>	Appoint the following to the Adult Mental Health Advisory Council: Anita Judo and Kaitlyn Johnson					
<b>Background</b>	The Minnesota Comprehensive Mental Health Act mandates that counties shall establish a local Adult Mental Health Advisory Council and a Children's Mental Health and Coordination Council. The duties of these councils are to seek input from parents, consumers, providers, and the community about the needs of adults and children with mental illness and the services required. In addition, these councils evaluate the existing system of care and develops recommendations to improve the system, service coordination, and funding of services to adults and children with a mental illness. The advisory council members are appointed for three-year terms.					
<b>Prior Action</b>	None					
<b>Recommendation</b>	<p>Staff recommends appointment the following individual to the Adult Mental Health Advisory Council:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Anita Judo Consumer</td> <td style="width: 40%;">Appointment Term Expiration date: February 2023</td> </tr> <tr> <td>Kaitlyn Johnson Community Support Services Professional Lee Carlson Center</td> <td>Appointment Term Expiration date: February 2023</td> </tr> </table>		Anita Judo Consumer	Appointment Term Expiration date: February 2023	Kaitlyn Johnson Community Support Services Professional Lee Carlson Center	Appointment Term Expiration date: February 2023
Anita Judo Consumer	Appointment Term Expiration date: February 2023					
Kaitlyn Johnson Community Support Services Professional Lee Carlson Center	Appointment Term Expiration date: February 2023					
<b>Submitted By</b>	Denise Kirmis					
<b>Approved By</b>	Jerry Pederson					

## Anoka County Committee Appointments Application

First Name Anita

Last Name Judo

Date

Address

Phone

Fax

E-mail

Business Name

Business Address

Business Phone

Business Fax

Business E-mail

Board/Commission app  
for:

Your county commissioner

Find your commissioner  
here: MN Pollfinder

Personal background: Grew up in NE Minneapolis and left home at a young age. A victim of child abuse, domestic abuse. Hx of anxiety, depression, BI-polar disorder and PTSD.

Experience relating to  
position: Started receiving counseling at a young age, completed many CD and mental health treatment. Been chemical free for 9 years and have been mentoring other women in recovery for approx. 8 years.

Describe why you are  
interested in the position: I have a strong desire to give back to the community for all of the help I have received throughout the years. My passion is to serve and to help anywhere I can.

For more information, contact Brenda Vetter at 763-324-4711 or [brenda.vetter@co.anoka.mn.us](mailto:brenda.vetter@co.anoka.mn.us)

## Anoka County Committee Appointments Application

First Name	Kaitlyn
Last Name	Johnson
Date	12/12/2019
Address	
Phone	
Fax	
E-mail	
Business Name	
Business Address	
Business Phone	
Business Fax	
Business E-mail	
Board/Commission applying for:	Adult Mental Health Advisory Committee
Your county commissioner:	District 5 - Mike Gamache
Find your commissioner here:	<a href="#">MN Pollfinder</a>
Personal background:	I have had a passion for working with adults with mental illness since I was younger. I had an aunt who was Bipolar and watching her struggle with her mental illness has led me to work in that field.
Experience relating to position:	I have a bachelors degree in both Criminal Justice and Sociology. I have worked within the field of mental health in a variety of aspects. I have worked in group homes, been a housing and mental health case manager, and currently I am the Care Coordinator at the Bridgeview Drop-In Center.

Describe why you are  
interested in the position:

I work and live in Anoka County and want to be able to help those that come to the drop-in center in a greater fashion. I would like to get more involved in my own community in an interest that I am passionate about.

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For more information, contact Brenda Vetter at 763-324-4711 or  
[brenda.vetter@co.anoka.mn.us](mailto:brenda.vetter@co.anoka.mn.us)

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**ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM**

<b>Behavioral Health</b>		<b>January 21, 2020</b>
<b>Re-appointments to the Adult Mental Health Advisory Council</b>		<b>CONSENT</b>
<b>Action Requested</b>	Re-appoint Jeff Alberts and Ruth Engelstad to the Adult Mental Health Advisory Council.	
<b>Background</b>	The Minnesota Comprehensive Mental Health Act mandates that counties shall establish a local Adult Mental Health Advisory Council and a Children's Mental Health and Coordination Council. The duties of these councils are to seek input from parents, consumers, providers, and the community about the needs of adults and children with mental illness and the services required. In addition, these councils evaluate the existing system of care and develops recommendations to improve the system, service coordination, and funding of services to adults and children with a mental illness. The advisory council members are appointed for three-year terms.	
<b>Prior Action</b>	Jeff and Ruth have been appointed to the council for multiple terms.	
<b>Recommendation</b>	<p>Staff recommends re-appointments for the follow individuals to the Adult Mental Health Advisory Council:</p> <p>Jeff Alberts Community Mental Health Provider Family Support Services-Nyström &amp; Associates</p> <p style="text-align: right;">Re-appointment Term expiration date: February 2023</p> <p>Ruth Engelstad Community Member</p> <p style="text-align: right;">Re-appointment Term expiration date: February 2023</p>	
<b>Submitted By</b>	Denise M Kirmis	
<b>Approved By</b>	Jerry Pederson	

# Anoka County Committee Appointments Application

First Name	Jeffrey "Jeff"
Last Name	Alberts
Date	1/9/2020
Address	
Phone	
Fax	
E-mail	
Business	
Board/Commission applying for:	Adult Mental Health Advisory Committee
Your county commissioner:	Not Applicable
Find your commissioner here:	<u><a href="#">MN Pollfinder</a></u>
Personal background:	I have family members and friends that have struggled (and in some cases overcome) problem mental health issues/illnesses.
Experience relating to position:	I have worked in the mental health field as a provider of mental health services to consumers living in Anoka County since 1990. I have supervised staff that provide services to adults with mental illness since 1997.
Describe why you are interested in the position:	I want to continue to better the provision of mental health services and improve the quality of life for persons with mental illness.
For more information, contact Brenda Vetter at 763-324-4711 or <u><a href="mailto:brenda.vetter@co.anoka.mn.us">brenda.vetter@co.anoka.mn.us</a></u>	



# Anoka County Committee Appointments Application

Name: Ruth Engeland Date: Jan. 8, 2020

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Business N \_\_\_\_\_

Business A \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: RVH

Position applying for: membership on Adult-Mental Health Advisory Council

Your county commissioner: S. Sults, Scott

Personal background: Retired from chairperson of ADAMHAC

Nurse retired from psychiatric and chemical dependency nursing. As a student nurse, it was my favorite

service. There are many ways for people to hurt

Experience relating to position: Many years on the committee

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why are you interested in this position? Getting old and time for new

view in chair position

## Anoka County Committee Appointments Application

First Name	Ann
Last Name	Rantanen-Lee
Date	1/8/2020
Address	
Phone	
Fax	
E-mail	
Business N	
Business A	
Business Pl	
Business Fa	
Business E-.....	not applicable
Board/Commission applying for:	Minnesota Extension Committee
Your county commissioner:	District 3 - Robyn West
Find your commissioner here:	<a href="#">MN Pollfinder</a>
Personal background:	I am retired after a long career in the Medical Device industry, after completed a Masters Degree in Biomedical Engineering. My undergraduate degrees in Biology and Physics tie into my current volunteer work, the Extension work in environmental protection, and 4-H STEM projects. I was a 4-H member in Northwestern Minnesota as a youth.
Experience relating to position:	I have served two terms as member of the Anoka county Extension Committee and a member of the budget sub-committee for the last year+. This would be my 3rd term. I have volunteered as an Anoka County Master Gardener since 2008 and also volunteer as a Tree Care Advisor.

In my business experience, I guided staffs of up to 50 professionals and oversaw projects and responsibilities with large budgets and long term impacts to companies and their customers.

I was a 4-H member as a youth and benefited greatly from the experience.

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Describe why you are interested in the position:

This position offers an opportunity to contribute my volunteer and business experience to the county that I live in. I have strived to add value by looking at the longer term bigger picture. 4-H was a beneficial youth experience for me and I am appreciated the opportunity to support our extremely progressive county 4-H leaders and programs.

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For more information, contact Brenda Vetter at 763-324-4711 or [brenda.vetter@co.anoka.mn.us](mailto:brenda.vetter@co.anoka.mn.us)

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ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM

Job Training Center		January 21, 2020
Workforce Development Board Appointment		ACTION
Action Requested	Permission to appoint KC Kye, Founder & CEO of K-Mama Sauce to the Anoka County Workforce Development Board to represent the Manufacturing/Retail Industry under the Workforce Innovations and Opportunity Act.	
Background	<p>The Workforce Development Board provides policy guidance and oversight for workforce development services delivered through the Anoka County Job Training Center and the Minnesota Workforce Center of Anoka County in partnership with the Anoka County Board of Commissioners.</p> <p>Board vacancies need to be filled to maintain the required Board membership as defined in the Workforce Innovations and Opportunity Act (WIOA) which include a majority representation of Business Representatives, membership from Union and Community Based and Education Representatives, Adult Basic Education and Higher Education Representatives, Government, Economic Development Representatives and Local Elected Officials.</p> <p>WIOA program years run from July through June of the following year and Board terms reflect this end date sequence. The vacancy KC Kye fills was vacated from a previous private business.</p>	
Prior Action	N/A	
Recommendation	Staff recommend that KC Kye be appointed to the Anoka County Workforce Development Board for up to a two-year term effective once approved by the Anoka County Board – term expiration will be June 30, 2021. Application paperwork attached.	
Submitted By	Nicole Swanson, Director	
Approved By	Nicole Swanson, Director	



# Anoka County Committee Appointments Application

Name: Kyung Chun 'KC' Kye

Date: 12/16/19

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Business \_\_\_\_\_

Business \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Position applying for: Member Workforce Development Board

Your county commissioner: Mandy Meisner

Personal background: \_\_\_\_\_

Born to immigrant parents from South Korea, father and mother are religious professionals. KC Worked in sales & marketing his whole young adult life alongside work in the church. Went to seminary to become ordained Presbyterian minister, but found internship in multicultural church at Church of Nations, MN. Worked heavily in the Korean immigrant church as a youth/young adult/mission intern pastor for 10 years. Focused on fundraising for churches, mission trips, and community outreach programs and found working with government agencies to be helpful in bringing high quality service.

Experience relating to position: \_\_\_\_\_

Founder & CEO of K-Mama Sauce, LLC, a MN Korean hot sauce company founded in 2015. Company has committed 30% of profits to charities. Community organizer for education and immigration in Minnesota for three years before working for the city of Lino Lakes as a recycling assistant. Bringing together private, public, and non-profit sectors in the way K-Mama Sauce is a social enterprise.

Why are you interested in this position? \_\_\_\_\_

I am interested in a diverse workforce as this is the best way to encourage a healthy economy. Being a child of immigrant parents, I know the challenges that recent immigrants and POC face. Also, having started a company in MN, with my background, I have learned the resources available by government, non-profit, and fellow private enterprises. I would like to be able to assist the workforce board to have a healthier understanding of how to help residents find/obtain employment and/or start their own businesses.

Please return the completed Committee Appointments Application form to Nicole Swanson:

By email: [nicole.swanson@co.anoka.mn.us](mailto:nicole.swanson@co.anoka.mn.us)

By U.S. Mail: Anoka County  
Job Training Center  
1201 89<sup>th</sup> Avenue NE Ste 235  
Blaine, MN 55434  
Fax: 763-324-2292

For more information, contact Nicole Swanson at **763-324-2313**

*In the event a discrepancy occurs in the description, catalog, etc of the applications, the information contained on the application is to be considered.*

## LIST OF ABATEMENT APPLICATIONS TO BE PRESENTED

**January 28, 2020**

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
<b>Application For Classification</b>			
<u>City of East Bethel</u>			
<b>Wat Lao Xayabhoummaram</b>	<b>R12 33 23 41 0001</b>		
4904 217th Ave NE	4904 217th Ave NE	2019	2nd
Cedar MN 55011-	East Bethel MN 55011		Braastad

Reason: Parcel is going Exempt. Tax capacity from 1961 to 0. Tax reduced from \$3484.68 to \$24.02.

### **Application For Disability Exemption**

<u>City of Coon Rapids</u>			
<b>Travis Lausche</b>	<b>R11 31 24 23 0041</b>		
12119 Drake St NW	12119 Drake St NW	2019	5th
Coon Rapids MN 55448-	Coon Rapids MN 55448		Gamache

Reason: Backdated rating. Tax capacity from 915 to 0. Tax reduced from \$1315.51 to \$111.87.

### **Application For Homestead**

<u>City of Blaine</u>			
<b>Susana Gordillo</b>	<b>M99951 000834</b>		
26 116th Ave NE	26 116th Ave NE	2019	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Failed to File. Tax capacity from 771 to 468. Tax reduced from \$913.68 to \$633.47.

<b>Hawi Muse</b>	<b>R18 31 23 44 0044</b>		
11005 Tyler St NE	11005 Tyler St NE	2019	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Failed to File. Tax capacity from 2775 to 2652. Tax reduced from \$3312.54 to \$3198.79.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b><u>City of Lino Lakes</u></b>			
<b>Joshua McMillin</b>	<b>R04 31 22 22 0041</b>		
803 Orange St	803 Orange St	2019	6th
Lino Lakes MN 55014-	Lino Lakes MN 55014		Vacant

Reason: Failed to File. Tax capacity from 1991 to 1798. Tax reduced from \$2545.24 to \$2339.80.

**Township of Linwood**

<b>Emily Raml</b>	<b>R04 33 22 21 0222</b>		
22276 Elbe St NE	22276 Elbe St NE	2019	6th
Linwood MN 55079-	Linwood MN 55079		Vacant

Reason: Failed to File. Tax capacity from 1764 to 1550. Tax reduced from \$1952.35 to \$1761.66.

**Application For Penalty**

**City of Blaine**

<b>Susan Zwiag</b>	<b>R11 31 23 22 0014</b>		
12295 Rendova St NE	12295 Rendova St NE	2019	3rd
Blaine MN 55449-	Blaine MN 55449		West

Reason: Circumstances beyond the control of the taxpayer. Abate penalty in the amount of \$39.87.

**City of Columbus**

<b>Lawrence Larson</b>	<b>R09 32 22 33 0002</b>		
6662 167th Ave NE	6662 167th Ave NE	2019	6th
Forest Lake MN 55025-	Columbus MN 55025		Vacant

Reason: Circumstances beyond the control of the taxpayer. Abate penalty in the amount of \$91.17.

**City of Oak Grove**

<b>Michael Quast</b>	<b>R26 33 24 34 0012</b>		
1275 190th Ave NW	1275 190th Ave NW	2019	1st
Cedar MN 55011-	Oak Grove MN 55011		Look

Reason: Circumstances beyond the control of the taxpayer. Abate penalty in the amount of \$37.01.

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
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**Application For Value Reduction**

**City of Bethel**

<b>Wally Vanden Eykel</b>	<b>R25 34 24 41 0100</b>		
126 Broadway St NW	24009 Dewey St NW	2018	2nd
Bethel MN 55005-	Bethel MN 55005		Braastad

Reason: Clerical Error. Tax capacity from 746 to 645. Tax reduced from \$1048.29 to \$956.66. Value is reduced from \$59,400 to \$43,000.

<b>Steve Ortell</b>	<b>R25 34 24 41 0100</b>		
839 235th Ave NE	24009 Dewey St NW	2019	2nd
Bethel MN 55005-	Bethel MN 55005		Braastad

Reason: Clerical Error. Tax capacity from 889 to 425. Tax reduced from \$1167.17 to \$958.37. Value is reduced from \$71,100 to \$44,900.

**Township of Linwood**

<b>Rus &amp; Suzanne Weimer</b>	<b>R11 33 22 22 0006</b>		
22044 Heidelberg St NE	22044 Heidelberg St NE	2017	6th
Stacy MN 55079-	Linwood MN 55079		Vacant

Reason: Incorrect Value. Tax capacity from 4079 to 3169. Tax reduced from \$4787.51 to \$3734.59. Value reduced from \$408,400 to \$324,900.

<b>Russ &amp; Suzanne Weimer</b>	<b>R11 33 22 22 0006</b>		
22044 Heidelberg St NE	22044 Heidelberg St NE	2019	6th
Stacy MN 55079-	Linwood MN 55079		Vacant

Reason: Incorrect Value. Tax capacity from 4671 to 3680. Tax reduced from \$5130.17 to \$4054.56. Value reduced from \$467,100 to \$371,800.

<b>Russ &amp; Suzanne Weimer</b>	<b>R11 33 22 22 0006</b>		
22044 Heidelberg St	22044 Heidelberg St NE	2019	6th
Stacy MN 55079-	Linwood MN 55079		Vacant

Reason: Incorrect Value. Tax capacity from 4306 to 3345. Tax reduced from \$4,616.24 to \$.3,598.77 Value reduced from \$430,600 to \$341,000.

# ANOKA COUNTY BOARD STATUTORY & ORGANIZATIONAL MEETING

## MINUTES

Government Center  
Anoka, Minnesota

January 7, 2020

Deputy County Administrator Dee Guthman called the meeting to order at 8:30 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	
	District #7	Scott Schulte

Others Present: Dee Guthman, Deputy County Administrator; Tony Palumbo, County Attorney; staff, and citizens

\* \* \* \* \*

Deputy County Administrator Dee Guthman stated that the first order of business would be the election of a chair for the ensuing year and called for nominations.

Commissioner Braastad nominated Commissioner Schulte for chair of the county board for 2020. Dee Guthman called (three times) for further nominations. There being no further nominations, Dee Guthman stated that nominations be closed. Commissioner West seconded the motion that Commissioner Schulte be elected chair.

Dee Guthman called for a vote that Commissioner Schulte be elected chair. Commissioners Look, Braastad, West, Meisner, and Gamache voted “yes.” Commissioner Schulte was declared chair of the county board.

\* \* \* \* \*

Chair Schulte called for the election of a vice chair of the county board for the ensuing year.

Commissioner West nominated Commissioner Braastad for vice chair of the county board for 2020. Chair Schulte called (three times) for further nominations. There being no further nominations, Chair Schulte stated that nominations be closed. Commissioner Look seconded the motion that Commissioner Braastad be elected vice chair.

Chair Schulte called for a vote that Commissioner Braastad be elected vice chair. Commissioners Look, West, Schulte, Meisner, and Gamache voted “yes.” Commissioner Braastad was declared vice chair of the county board.

\* \* \* \* \*

Commissioner Braastad offered the following resolution and moved its adoption:

### RESOLUTION #2020-1

#### ESTABLISHMENT OF RULES AND PROCEDURES FOR THE ANOKA COUNTY BOARD OF COMMISSIONERS FOR 2020

WHEREAS, the board of county commissioners of the County of Anoka is called upon to make numerous decisions necessitating various parliamentary procedures:

NOW, THEREFORE, BE IT RESOLVED by the Anoka County Board of Commissioners that the meetings of the county commissioners of the County of Anoka shall be conducted in accordance with Robert’s Rules of Order (newly revised) with the following specific exceptions:

1. Resolutions presented in writing by any member or members of the board including the chair shall be acted upon without a second, and upon a resolution being so offered, the chair shall introduce the discussion in relation to the resolution and put the questions in the same manner as it would if those matters involved a motion after a second has been made to the motion. This rule shall not prevent written resolutions from receiving seconding action prior to its adoption. With the consent of the author, any member(s) may timely join in offering a resolution.
2. The chair of the county board may declare meetings of the county board adjourned and such declaration shall be effective unless contested by four or more members of the board.
3. Nominations to fill vacancies on various boards over which the county board has appointed authority, including positions to be filled from among membership of the county board, may be acted upon without a second to such nomination.
4. The chair of the board may make a motion, second a motion made by another member of the board, and may vote on all matters.
5. Unless a commissioner signifies an abstention or voted in the negative on any given issue, the clerk of the board shall be directed to record that each commissioner has voted in the positive on that particular matter which is before the board.
6. The chair of the board shall have the authority to appoint members of the board to standing and special committees.
7. Pursuant to Minn. Statutes § 375.07, no business shall be done unless voted for by four or more members of the board.
8. Anoka County will provide office space for elected officials. County commissioners may utilize an office on the 7<sup>th</sup> floor of the Anoka County Government Center.

Office #792 on the 7<sup>th</sup> floor of the Anoka County Government Center shall be designated as the official County Board Chair’s Office. Remaining “county commissioner” designated offices shall be assigned by the incoming chair for 2020 and based on seniority thereafter, except that a commissioner being displaced by the chair shall not displace another commissioner from his/her office.

9. The following committees are established as Standing Committees of the Anoka County Board and have jurisdiction over the following designated departments or units:

COMMITTEE	DEPARTMENT/UNIT	DIVISION
<b>Finance and Capital Improvements Committee</b>		
	Finance & Central Services	Finance & Central Services
	Facilities Mgmt. and Construction (Subcommittee)	Administration
<b>Human Services Committee</b>		
	Community Corrections	Human Services
	Public Health & Environmental Services	Human Services
	Community Social Services	Human Services
	Behavioral Health	Human Services
	Economic Assistance	Human Services
	Job Training Center	Human Services
<b>Information Technology Committee</b>		
	Information Technology	Administration
<b>Intergovernmental &amp; Community Relations Committee</b>		
	Community and Governmental Relations	Administration
	Medical Examiner	Administration
	Veteran Services	Administration
<b>Internal Audit Committee</b>		
	Internal Audit	Administration

<b>Management Committee</b>		
	County Administration	Administration
	Employee Relations	Administration
	Communications	Administration
	License and Passport Services	Administration
<b>Parks Committee</b>		
	Parks	Administration
<b>Property Records and Taxation Committee</b>		
	Elections & Voter Registration	Property Records & Taxation
	Property Assessment	Property Records & Taxation
	Property Records & Taxation	Property Records & Taxation
	Wetlands	Property Records & Taxation
<b>Public Safety Committee</b>		
	Attorney (non-jurisdictional participant)	
	Sheriff (non-jurisdictional participant)	
	Central Communications	Administration
	Emergency Management	Administration
<b>Transportation Committee</b>		
	Highway	Transportation
	Transit	Transportation
	Fleet Services	Transportation
	GIS	Transportation
	County Surveyor	Transportation

10. The following committees are established as Special Committees to advise the county board on particular issues when determined appropriate:

- Airport Committee
- Benefits and Compensation Committee
- Investment Review Committee

11. All matters to be acted upon by the county board shall be forwarded to the county administrator who will forward each matter to the appropriate committee of the county board who, upon review and discussion, will forward recommendations to the county board for action by the county board. This would not preclude, at the discretion of the county administrator, certain items customarily handled directly by the county board or items of an urgent nature being placed directly on county board agendas without forwarding through committee.

BE IT FURTHER RESOLVED that the second and fourth Tuesdays of the month be established as regular county board meeting days with the exception of December 8, which meeting will be held on December 4, 2020; and December 22, which meeting will be held on December 15, 2020, and that meetings are to begin at 9:30 a.m. at 2100 3<sup>rd</sup> Avenue, Government Center, County Board Room #705, Anoka, Minnesota, unless otherwise designated.

BE IT FURTHER RESOLVED that these rules and procedures shall continue to be applicable to meetings of the Anoka County board until reconsidered in whole or in part.

BE IT FINALLY RESOLVED that copies of this resolution be forwarded to each division manager/department and unit head of Anoka County and posted on the official county bulletin board.

\* \*

Commissioner Meisner made motion to amend the resolution adding language to allow public comment at county board meetings for a maximum of 10 minutes, 2 minutes per person. Commissioner Gamache seconded the motion. Commissioners Meisner and Gamache voted “yes.” Commissioners Look, Braastad, West, and Schulte voted “no.” Motion to amend failed.

\* \*

Upon vote on the original resolution as stated, Commissioners Look, Braastad, West, Schulte, and Gamache voted “yes.” Commissioner Meisner voted “no.” Motion carried. Resolution declared adopted.

\* \* \* \* \*

Commissioner Look offered the following resolution and moved its adoption:

**RESOLUTION #2020-2**

**RELATING TO DESIGNATION OF PUBLIC MEETING NOTICE FACILITY**

WHEREAS, the Anoka County Board of Commissioners, in carrying out their official functions during the year of 2020, will hold numerous and varied meetings to consider the business of Anoka County government in various places in and about Anoka County; and,

WHEREAS, it is the expressed intent of the Anoka County Board of Commissioners to hold such meetings in an open and public forum; and,

WHEREAS, it is the expressed interest of the Anoka County Board of Commissioners to provide public notification of said meetings:

NOW, THEREFORE, BE IT RESOLVED by the Anoka County Board of Commissioners that the county bulletin board located on the first floor of the Government Center, as well as the Anoka County website, are hereby designated as the public notification facilities of all county meetings involving the Anoka County Board of Commissioners and/or its various and sundry committees.

BE IT FURTHER RESOLVED that the county administrator be directed to post notices of all meetings in sufficient time prior to said meeting to allow for adequate public notice.

BE IT FINALLY RESOLVED that copies of this resolution be forwarded to each division manager/department head of Anoka County and posted on the official bulletin board.

\* \*

Commissioner Gamache made motion to amend the resolution adding language to have county board meeting agendas posted at all Anoka County Libraries, in addition to the Government Center and website. Commissioner Meisner seconded the motion.

After discussion, Commissioner Gamache withdrew his motion to amend the resolution. Commissioner Meisner withdrew her second of the amendment.

Upon vote on the original resolution as stated, motion carried unanimously. Resolution declared adopted.

\* \* \* \* \*

Commissioner West offered the following resolution and moved its adoption:

**RESOLUTION #2020-3**

**RESOLUTION IDENTIFYING ANOKA COUNTY LOCAL OFFICIALS**

BE IT RESOLVED that the Anoka County Board of Commissioners hereby declares in addition to persons who hold the elective offices in Anoka County, persons in the positions of Anoka County Administrator; Anoka County Library Director; Anoka County Division Managers; and Anoka County Employee Relations Director are Anoka County local officials pursuant to the provisions of Minn. Stat. Chap. 10A.

BE IT FURTHER RESOLVED that other provisions of Anoka County Resolution #91-11 remain in effect.

BE IT FINALLY RESOLVED that this resolution supersedes all prior resolutions.

Motion carried. Resolution declared adopted.

\* \* \* \* \*

Commissioner Gamache offered the following resolution and moved its adoption:

**RESOLUTION #2020-4**

**ESTABLISHING 2020 SPECIAL BOARD OF APPEAL AND EQUALIZATION**

WHEREAS, pursuant to prior law, county boards in the state of Minnesota, and more particularly the county board of Anoka County, were required to constitute themselves as a Board of Appeal and Equalization (hereinafter called Board); and,

WHEREAS, Minnesota Statutes § 274.13 provides that the county board of any county may appoint a Special Board of Appeal and Equalization (hereinafter called Special Board) to which it may delegate all the powers and duties previously imposed upon it therein and may determine the number and identity of members of the Special Board, the compensation and the expenses to be paid, and the terms of office of each member:

NOW, THEREFORE, BE IT RESOLVED that pursuant to the provisions of Minnesota Statute § 274.13, subdivision 2, a Special Board is hereby established to be composed of the following members:

- |                              |                             |
|------------------------------|-----------------------------|
| District #1 - Becky LaZerte  | District #5 - Bruce Sanders |
| District #2 - Joan Krogstad  | District #6 -               |
| District #3 - Sue Juneau     | District #7 - Jerry Teeson  |
| District #4 - Malcolm Watson |                             |

The chair of the Special Board shall be designated by the county board chair.

BE IT FURTHER RESOLVED that said Special Board shall serve commencing June 15, 2020, with a second meeting scheduled for June 19 or such other time as the Board shall determine, until they adjourn on or before the close of business on June 26, 2020.

BE IT FURTHER RESOLVED that the county board hereby delegates its powers and duties as the Board to the Special Board.

BE IT FURTHER RESOLVED that members of the Special Board shall be compensated at the rate of \$75 for each day of service at a meeting of the Special Board, except those appointees who are a certified licensed appraiser or licensed real estate agent who shall be compensated at the rate of \$125 for each day of service at a meeting of the Special Board. In addition, the members of the Special Board shall receive \$20 for each hour worked on Special Board matters outside the days of meetings of the Special Board up to a maximum of \$200, plus mileage at the rate paid county employees.

BE IT FINALLY RESOLVED that copies of this resolution be forwarded to the chair and members of the Special Board, the county assessor, the Property Records and Taxation division manager, and the county attorney.

Motion carried. Resolution declared adopted.

\* \*

A District 6 appointment will be made to the Special Board of Appeal and Equalization after the election of a District #6 county commissioner on February 11, 2020.

\* \* \* \* \*

Commissioner Braastad offered the following resolution and moved its adoption:

**RESOLUTION #2020-5**

**RESOLUTION APPOINTING HEARING OFFICERS  
PURSUANT TO ADMINISTRATIVE PROCEDURES ORDINANCE**

BE IT RESOLVED by the Anoka County Board of Commissioners that, pursuant to Anoka County Administrative Procedures Ordinance #2018-3, Dee Guthman, Deputy County Administrator, is hereby appointed to act as the Hearing Officer during 2020 for contested cases involving Anoka County.

Motion carried. Resolution declared adopted.

\* \* \* \* \*

Commissioner Gamache offered the following resolution and moved its adoption:

**RESOLUTION #2020-6**

**RESOLUTION CONCERNING EMPLOYER CONTRIBUTION  
 TOWARD MEDICAL INSURANCE COVERAGE FOR RETIREES**

WHEREAS, it has been the long-standing position of the Anoka County Board of Commissioners to recognize retired employees of Anoka County for faithful and dedicated service to the citizens of Anoka County while in the county’s employment; and,

WHEREAS, one of these forms of recognition previously established by the Anoka County Board of Commissioners as a matter of policy is the extension of county group medical insurance programs to those persons who were newly hired in a regular county position on or before January 5, 2007, and have retired after at least 10 years of benefit-eligible, county service; and,

WHEREAS, if an employee was newly hired in a regular county position on or before January 5, 2007, and left employment, the county continues to recognize the retiree status for persons rehired in a regular county position on or before June 1, 2019, and have retired after at least 10 years of benefit-eligible, county service; and,

WHEREAS, the Anoka County Personnel Rules and Regulations describe the conditions under which the county intends to fund all or part of medical care benefits for eligible retirees; and,

WHEREAS, there is a need to confirm the funding for the county’s desire to contribute to eligible retirees’ medical insurance premiums, for at least the length of the current budgetary cycle:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners authorizes the following contributions toward medical insurance coverage for eligible retirees with the requisite amounts of benefit-eligible service:

<b>EMPLOYER’S CONTRIBUTION TO RETIREE’S MEDICAL INSURANCE COVERAGE</b>		
<b>Years of Benefit-Eligible Service</b>	<b>Individual Medical Insurance Coverage</b>	<b>Family Medical Insurance Coverage</b>
10 - 15	One-half of the employer’s contribution for single coverage.	One-half of the employer’s contribution for single coverage plus \$2.65 for each full year of service toward the county’s family medical insurance plan.
16 - 21	Full amount of the employer’s contribution for single coverage.	Full amount of the employer’s contribution for single coverage plus \$3.60 for each full year of service toward the county’s family medical insurance plan.
22 - 29	Full amount of the employer’s contribution for single coverage.	Full amount of the employer’s contribution for single coverage plus \$4.15 for each full year of service toward the county’s family medical insurance plan.
30 or more	Full amount of the employer’s contribution for single coverage.	Full amount of the employer’s contribution for single coverage plus \$4.60 for each full year of service toward the county’s family medical insurance plan.

BE IT FURTHER RESOLVED that in no event shall the county’s contribution exceed the cost of the retiree’s medical insurance premium.

BE IT FURTHER RESOLVED that this resolution does not affect pre-existing employment contracts.

Motion carried. Resolution declared adopted.

\*\*\*\*\*

Commissioner Gamache offered the following resolution and moved its adoption:

**RESOLUTION #2020-7**

**RESOLUTION AWARDING THE BID FOR  
 PUBLICATION OF THE ANOKA COUNTY FINANCIAL STATEMENT  
 AND THE OFFICIAL PROCEEDINGS OF THE  
 ANOKA COUNTY BOARD**

WHEREAS, the bids received for publication of the county's financial statement and official proceedings of the county board have been reviewed to ensure that the bid award best serves the public interest based on cost, circulation numbers, geographic circulation area, and publishing deadlines that impact timely publication:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners awards the bid for the publication of the Anoka County Financial Statement and the Official Proceedings of the Anoka County board as follows:

1. **Legal Publications and Advertisements or Description of Advertisements**  
ECM Publishers, Inc. Contract #C0007713
2. **Publication of Delinquent Real Estate Taxes**  
ECM Publishers, Inc. Contract #C0007713
3. **Publication of County Board Meeting Minutes (Summary)**  
ECM Publishers, Inc. Contract #C0007713
4. **Printing of the Tabloid Reporting the County's Annual Financial Statement (Printing the tabloid for 1st and 2nd Insertion and Publication)**  
ECM Publishers, Inc. Contract #C0007713
5. **First Insert and Publication of the Financial Statement**  
ECM Publishers, Inc. Contract #C0007713
6. **Insertion/Distribution of the Second Publication of the Financial Statement**  
Press Publications (Quad) Contract #C0007714
7. **Publication of Board of Appeal Minutes (Summary)**  
ECM Publishers, Inc. Contract #C0007713
8. **Publication of Special Legal Publications & Advertisements or Description of Advertisements**  
ECM Publishers, Inc. Contract #C0007713

BE IT FURTHER RESOLVED that pursuant to Minnesota Statutes Section 331A.12, the Anoka County Board of Commissioners designates notices, advertisements for bids, and any other legal publication for transportation projects may be published on the Anoka County website, [www.anokacounty.us/](http://www.anokacounty.us/) or [www.anokacounty.us/338/Current-ads-for-bid](http://www.anokacounty.us/338/Current-ads-for-bid), in addition to or in place of any other required form of publication.

BE IT FINALLY RESOLVED that a copy of this resolution be forwarded to each newspaper and to the division managers and department heads of Anoka County.

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

\* \* \* \* \*

Commissioner Gamache made motion appointing the following county commissioners and staff to serve on the following metropolitan boards, commissions, and committees for program year 2020:

<b><u>2020 Appointments</u></b>	
<b>Anoka Co./Blaine Airport (Janes Field) NW Bldg. Area Joint Powers Board</b>	Airport Committee Chair ( <b>Chair</b> ) F&CI Committee Chair (Alt.)
<b>Coon Creek Watershed Dist. Advisory Committee</b>	Joe MacPherson
<b>MetroGIS Policy Board</b>	Gamache
<b>Metro Alliance for Healthy Families Governing Board</b>	Meisner Gamache (Alternate)

<b>Metropolitan Emergency Services Board (MESB)</b>	Gamache Meisner
<b>MESB - Executive Committee</b>	Gamache
<b>Metropolitan Mosquito Control District Board</b>	West Meisner Gamache
<b>Metropolitan Mosquito Control District Exec. Board</b>	West
<b>MN Community Health Serv. Advisory Committee</b>	Meisner Jonelle Hubbard (Alternate)
<b>North TH 65 Corridor Coalition (JPA #2006-0576)</b>	Braastad West (Alternate)
<b>Regional Haulers Licensing Board</b>	Look Gamache (Alternate)
<b>Utilities Transmission Issues - Designated Liaison</b>	Joe MacPherson

Commissioner Gamache further moved recommending the following county board nominations:

<b>Metropolitan Council: Transportation Advisory Bd.</b>	Look Schulte (Alternate)
<b>MELSA/MetroNet</b>	West

Commissioner West seconded the motion. Motion carried.

\* \* \* \* \*

Chair Schulte made the following county board committee appointments and chairperson designations for calendar year 2020:

	<b>2020 Appointments</b>
<b>Airport Committee</b>	Braastad West ( <b>Vice Chair</b> ) Schulte ( <b>Chair</b> )
<b>Board of Oversight of Court-Appointed Attorneys</b>	Braastad Schulte
<b>Children and Family Council Governing Board</b>	Braastad
<b>Community Corrections Advisory Board</b>	Gamache Meisner West (Alternate)
<b>Community Health Advisory Committee</b>	Meisner
<b>Facilities Management and Construction Subcommittee</b> <i>(Subcommittee of Finance and Capital Improvements Committee)</i>	Look Schulte
<b>Finance and Capital Improvements Committee</b>	Look ( <b>Chair</b> ) Braastad ( <b>Vice Chair</b> ) Gamache Schulte
<b>Greater Metropolitan Workforce Council</b>	Schulte
<b>Human Services Committee</b>	Braastad ( <b>Chair</b> ) West ( <b>Vice Chair</b> ) Meisner
<b>Information Technology Committee</b>	Meisner Gamache ( <b>Chair</b> ) Schulte ( <b>Vice Chair</b> )
<b>Intergovernmental &amp; Community Relations Committee</b>	Braastad ( <b>Chair</b> ) West ( <b>Vice Chair</b> ) Meisner

	<u><b>2020 Appointments</b></u>
<b>Joint Law Enforcement Council</b> ( <i>Contract #2008-0279</i> )	Braastad Schulte
<b>Law Library Board of Trustees</b>	Meisner Schulte (Alternate)
<b>Library Board Liaison</b> ( <i>Term Concurrent w/MELSA</i> )	West Gamache (Alternate)
<b>Management Committee</b>	Braastad ( <b>Vice Chair</b> ) West ( <b>Chair</b> ) Gamache Schulte
<b>Parks Committee</b>	Look ( <b>Vice Chair</b> ) West Gamache ( <b>Chair</b> )
<b>Property Records and Taxation Committee</b>	Look ( <b>Vice Chair</b> ) Meisner ( <b>Chair</b> ) Gamache
<b>Public Safety Committee</b>	Braastad ( <b>Chair</b> ) West Schulte ( <b>Vice Chair</b> )
<b>Solid Waste Abatement Advisory Team</b>	Look (Facilitator) Colleen Sinclair (Assoc. Facilitator)
<b>Waste Haulers Roundtable Group</b>	Look (Facilitator)
<b>Transportation Committee</b>	Look ( <b>Vice Chair</b> ) Braastad West Schulte ( <b>Chair</b> )
<b>Workforce Development Board</b>	Meisner Schulte

\* \* \* \* \*

Chair Schulte made the following special topic appointments for program year 2020:

	<u><b>2020 Appointments</b></u>
<b>A. <u>Special Topic Committees:</u></b>	
<b>Anoka County-Blaine Airport Advisory Commission</b> (ACBAAC)	Schulte
<b>Benefits and Compensation</b>	West ( <b>Chair</b> ) Braastad
<b>East Central Regional Juvenile Center Advisory Bd.</b> (Formerly Juvenile Center Advisory Board)	Gamache Meisner (Alternate) Dylan Warkentin (Alternate)
<b>Fairgrounds Advisory Committee</b>	Parks Committee Chair ( <b>Chair</b> ) Look Jeff Perry (Alternate)
<b>Historical Society Liaison</b>	Meisner
<b>Investment Review Committee</b>	Schulte Rhonda Sivarajah Cory Kampf
<b>Midwest Regional Forensic Laboratory Advisory Board</b>	Public Safety Committee Chair Schulte (Alternate) Sheriff Stuart ( <b>Chair</b> ) Chief Deputy Halweg (Law Enforcement Representative) Facility Supv. (ex-officio)

**2020 Appointments**

**Regional Economic Development Executive Committee**

Braastad  
Schulte  
R. Sivarajah (Staff)  
J. Hajder (Staff)

**Web Oversight Committee**

Gamache  
Dee Guthman

**B. The Responsible (Lead) Commissioner in the Following Topic Areas Shall Be:**

<b>Aging</b>	West
<b>Americans with Disabilities Act (ADA)</b>	Meisner
<b>Diversity and Inclusion</b> <i>(Formerly Cultural)</i>	Meisner
<b>Elections/Reapportionment/Voter Registration</b>	Schulte
<b>Insurance/Retirement</b>	Schulte
<b>Maps</b>	Gamache
<b>Pay Equity</b>	West
<b>Pipeline Safety Legislation</b>	Schulte
<b>Real Estate</b>	Gamache

\*\*\*\*\*

Commissioner Look made motion appointing the following county commissioners to the following committees and boards for calendar year 2020:

**2020 Appointments**

**Ag Preservations Credit Ad Hoc Committee**

Look  
Braastad

**Internal Audit Committee**

*(Jurisdiction over Anoka County annual audit plan and other activities as defined in the current Office of Internal Auditing Charter Statement.)*

Co. Board Chair  
Look (**Chair**)  
County Administrator  
Robert Thistle (Citizen - Finance Professional)  
Brian Page (Citizen - General)

**Minnesota Extension Committee**

Look  
Meisner  
Andy Soltvedt (Staff)

Commissioner Braastad seconded the motion. Motion carried.

\*\*\*\*\*

Commissioner Look made motion approving appointing the following to the Anoka County Regional Railroad Authority for program year 2020:

**2020 Commissioner Appointments**

- |                                |                               |
|--------------------------------|-------------------------------|
| 1. Commissioner Matt Look      | 4. Commissioner Mandy Meisner |
| 2. Commissioner Julie Braastad | 5. Commissioner Mike Gamache  |
| 3. Commissioner Robyn West     | 6. Commissioner Scott Schulte |

Commissioner West seconded the motion. Motion carried.

\*\*\*\*\*

Commissioner Gamache made motion appointing the following to serve as county board appointees to the following community consortiums for 2020:

**2020 Appointments**

**East Central Creating Community  
Northwest Anoka County Community Consortium/  
Youth First Community of Promise**

West  
Look  
Gamache (Alternate)  
Gayle Alexander  
Laura Landes

Commissioner Meisner seconded the motion. Motion carried.

\*\*\*\*\*

Commissioner Look made motion appointing the following individuals to serve on the following Association of Minnesota Counties (AMC) boards/committees for program year 2020, as authorized by AMC Rules:

**10 AMC Voting Delegate/District 10:**

**2020 Delegates**

- |                                |                                    |
|--------------------------------|------------------------------------|
| 1. Commissioner Matt Look      | 6. Commissioner Scott Schulte      |
| 2. Commissioner Julie Braastad | 7. County Administrator            |
| 3. Commissioner Robyn West     | 8. Transportation Division Manager |
| 4. Commissioner Mandy Meisner  | 9. Human Services Division Manager |
| 5. Commissioner Mike Gamache   |                                    |

**AMC Board of Directors:**

**2020 Directors**

West Braastad (Alternate)

**AMC District 10 Executive Committee**

**2020 Directors**

West Braastad (Alternate)

Commissioner Braastad seconded the motion. Motion carried.

\*\*\*\*\*

Commissioner Braastad made motion appointing the following individuals to serve as a voting delegate to the NACo Annual Conference for 2020:

**Annual Conference  
2020 Voting Delegates**

Schulte (Delegate) West (1st Alternate) Gamache (2nd Alternate)

Commissioner West seconded the motion. Motion carried.

\*\*\*\*\*

Commissioner Braastad made motion appointing the following as trustees to the Anoka County Housing and Redevelopment Authority (ACHRA) in accordance with Minn. Stat. § 469.006, subd. 1, which states that all housing and redevelopment authority trustees shall be appointed by the county board for a term of office of five years, and in accordance with ACHRA Resolution #2007-73, which states that the term will be coterminous with that commissioner’s term on the county board:

**Term Expiring**

Matt Look	December 31, 2024
Robyn West	December 31, 2024
Mandy Meisner	December 31, 2024
Mike Gamache	December 31, 2024

Commissioner Gamache seconded the motion. Motion carried.

\* \*

Chair Schulte presented, for informational purposes, the terms of the remaining trustees on the ACHRA as follows:

	<u>Term Expiring</u>
Julie Braastad	December 31, 2022
Vacant	December 31, 2022
Scott Schulte	December 31, 2023

\* \*

After the election of a District #6 county commissioner on February 11, 2020, the new commissioner will be appointed to the Anoka County Housing and Redevelopment Authority vacant position.

\* \* \* \* \*

Commissioner Braastad made motion appointing the following to the Anoka County Canvassing Board through December 31, 2020, pursuant to Minnesota Statutes § 204C.31:

Commissioner Schulte	Commissioner Meisner	Commissioner Gamache (Alternate)
----------------------	----------------------	----------------------------------

Commissioner Gamache seconded the motion. Motion carried.

\* \* \* \* \*

Commissioners Gamache and Meisner offered the following resolution and moved its adoption:

**RESOLUTION #2020-8**

**APPOINTMENT OF COUNTY AGRICULTURAL INSPECTOR**

WHEREAS, provision is made in Minnesota Statutes § 18.80, subd. 1, in the regulation thereunder, for the appointment of a county agricultural inspector:

NOW, THEREFORE, BE IT RESOLVED that Anoka County Natural Resources Specialist Glenn Fuchs is hereby appointed as Anoka County Agricultural Inspector for 2020, without compensation.

BE IT FURTHER RESOLVED that the county agricultural inspector may attend the Annual Shortcourse and other regional or district conferences held during the year.

BE IT FURTHER RESOLVED that the county agricultural inspector is authorized to contract for an assistant weed inspector to assist with the control of noxious weeds, in an amount not to exceed \$2,500 in 2020.

BE IT FINALLY RESOLVED that a copy of this resolution shall be forwarded to the Minnesota Commissioner of Agriculture, 90 West Plato Boulevard, St. Paul, Minnesota 55107.

Motion carried. Resolution declared adopted.

\* \* \* \* \*

Committee appointments:

Commissioner Look made motion approving the following appointment/reappointments:

1. Appointing Oak Grove Mayor Dan Denno and reappointing Andover Mayor Julie Trude to the Joint Law Enforcement Council for one-year terms expiring January 2021, as recommended by Sheriff Stuart, pursuant to Joint Law Enforcement Council Agreement (Contract #2008-0279).
2. Reappointing County Attorney Tony Palumbo as the county board representative on the Fogerty Ice Arena Board of Directors for 2020, pursuant to Real Property Lease Agreement (Contract #2008-0151).

Commissioner Braastad seconded the motion. Motion carried.

\*\*\*\*\*

Chair Schulte presented, for informational purposes, the reappointment of County Attorney Tony Palumbo to the Anoka Technical College General Advisory Committee for a term ending June 30, 2020.

\*\*\*\*\*

The county board statutory and organizational meeting was adjourned at 9:01 a.m.

ATTEST:

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

By: \_\_\_\_\_  
Dee Guthman  
Deputy County Administrator

By: \_\_\_\_\_  
Scott Schulte, its Chair

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

# ANOKA COUNTY BOARD MEETING

## MINUTES

Government Center  
Anoka, Minnesota

January 7, 2020

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  
                             District #7                Scott Schulte

Others Present:        Dee Guthman, Deputy County Administrator; Tony Palumbo, County Attorney; staff, and citizens

\* \* \* \* \*

Commissioner Braastad made motion accepting the regular claims paid over \$500 for the period ending December 20, 2019, and purchase-card claims paid for the period ending December 20, 2019. (Claims are on file in the County Administration Office.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

\* \* \* \* \*

Commissioner Look made motion approving the minutes from the December 17, 2019, Anoka County board meeting. Commissioner Braastad seconded the motion. Motion carried unanimously.

\* \* \* \* \*

Commissioner West presented the Management Committee report from the meeting of December 17, 2019.

1. Commissioner Braastad made motion approving the following personnel transactions:
  - A. New/Restructure - Human Services/Social Services - effective January 7, 2020 - PC#1992000912 (Incumbent is Natasha Smith.)  
**FROM:** .8 FTE Senior Social Worker - Grade C012, range \$23.28 to \$34.90 per hour.  
**TO:** 1.0 FTE Senior Social Worker - Grade C012, range \$23.28 to \$34.90 per hour.

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

2. Commissioner Braastad made motion approving the following personnel transactions:
  - A. New/Restructure - Human Services/Social Services - effective January 7, 2020 - PC#2006002619 (Incumbent is Karyn Vogel.)  
**FROM:** .65 FTE Social Worker - Grade C012, range \$23.28 to \$34.90 per hour.  
**TO:** 1.0 FTE Social Worker - Grade C012, range \$23.28 to \$34.90 per hour.

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

\* \* \* \* \*

Commissioner Look presented the Internal Audit Committee report from the meeting of December 16, 2019. All items were of an informational nature and required no board action. (Report is on file in the County Administration Office.)

\*\*\*\*\*

Commissioner Gamache presented the Parks Committee Chair report.

1. Commissioner Look made motion awarding bid for the construction of the Lake George Dam and Rum River Bank Stabilization projects to Sunram Construction Inc., Corcoran, MN (Contract #C0007641) for the base bid amount of \$290,255.00 with no alternates, subject to review by the county attorney as to form and legality. Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

\*\*\*\*\*

The county board meeting was adjourned at 9:42 a.m.

ATTEST:

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

By: \_\_\_\_\_  
Dee Guthman  
Deputy County Administrator

By: \_\_\_\_\_  
Scott Schulte, its Chair

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

