

ANOKA COUNTY BOARD AGENDA

FOR THE MARCH 26, 2019, COUNTY BOARD MEETING

9:30 A.M.

County Board Room #705 - Government Center

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	Rhonda Sivarajah
District #7	Scott Schulte
- Others:
4. Tax claims and abatements.
5. Review of checks issued from Finance and Central Services and from Human Services.
6. Approval of minutes from the March 12, 2019, county board meeting.
7. Chair's remarks.
 - A. Consider, for informational purposes, recognition of 911/Central Communications staff and National Public Safety Telecommunications Week April 14-20, 2019.
8. Committee reports.
 - A. Management Committee report.
 - B. Transportation Committee report.
 - C. Transportation Committee Chair report.
 - D. Finance and Capital Improvements Committee report.
 - E. Human Services Committee report.
 - F. Information Technology Committee report.
 - G. Intergovernmental and Community Relations Committee Chair report.
 - H. Property Records and Taxation Committee report.
 - I. Public Safety Committee report.
9. Consider approving the following relating to appropriations for 2019 Memorial Day observances:
 - A. Appropriating, pursuant to Minn. Stat. Sec. 375.35, \$200 to each post of a recognized military service person's organization or society organized and existing in the county, holding charter from Congress or incorporated in this state, for defraying the expenses of Memorial Day exercises, which submits a written request to County Administration by December 31, 2019.

- B. Reimbursing, pursuant to Minn. Stat. Sec. 375.34, expenses up to \$200 to any military service person's organization or society holding charter from Congress or incorporated in this state, which exists outside the county but holds Memorial Day services in the county, not to exceed a total reimbursement of \$1,000, and which submits a statement in writing by December 31, 2019, detailing the expenses incurred in such services.
 - C. Appropriating, pursuant to Minn. Stat. Sec. 375.34, up to \$2,500 to the Anoka County Veterans Council to aid in the observance of Memorial Day.
10. Consider Resolution #2019-30, The Hiring Process for the County Administrator Position - Internal. **See attached** resolution.
11. Consider Resolution #2019-31, Appointment of the Position of the County Administrator for Anoka County. **See attached** resolution.

ANOKA COUNTY

MANAGEMENT COMMITTEE REPORT

FOR THE MARCH 26, 2019, COUNTY BOARD MEETING

The Management Committee meeting was held on March 12, 2019, at 8:45 a.m. in Master Conference Room #772 of the Anoka County Government Center, Anoka, Minnesota.

Present: **Committee Members** - Commissioner Robyn West (Chair), Commissioner Matt Look, Commissioner Julie Braastad, and Commissioner Mike Gamache

Others - Commissioners Scott Schulte and Mandy Meisner; Mike Roff, Employee Relations Director; Dee Guthman, Deputy County Administrator; Marcy Crain, Chief Deputy County Attorney; Cory Kampf, Finance and Central Services Division Manager; Patricia Hetrick, Budget Director; Cindy Cesare, Human Services Division Manager; Wes Volkenant; and Teresa Swoyer, Administrative Coordinator

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 following personnel transaction:
 - A. Restructure/fill - Finance and Central Services - vacancy due to a resignation effective December 10, 2018. PC#1992001316
FROM: 1.0 FTE Associate Accountant - Grade B010, range \$19.10 to \$28.93 per hour.
TO: 1.0 FTE Accountant II - Grade C012, range \$23.28 to \$34.90 per hour.
3. The Management Committee discussed the timing, hiring, and approval process of a new county administrator in response to questions/comments from Wes Volkenant.

ANOKA COUNTY

CONSENT ITEMS

FROM THE MARCH 12, 2019, MANAGEMENT COMMITTEE MEETING

1. Travel requests at the request and recommendation of the respective department heads in accordance with the Travel and Expense Policies:
 - A. John Kriesel, Director; and Kimberly LaMotte, Tony Tengwall, and Tim Nelson, Veteran Services Officers - Administration/Veteran Services - to attend 2019 National Association of County Veterans Service Officers (NACVSO) Training Conference - Cleveland, OH - 8 days, June 2019 - costs for each, which are 100% funded by Minnesota Department of Veterans Affairs CVSO Enhancement Grant, to include \$350 registration, \$33 mileage, \$1,043 lodging, \$495 per diem, \$500 air fare, \$50 ground transportation, and \$100 parking.

**TRANSPORTATION COMMITTEE REPORT
FOR THE MARCH 26, 2019
COUNTY BOARD MEETING**

The Transportation Committee meeting was held on Monday, March 18, 2019 at 9:00 a.m. in Conference Room 772 at the Anoka County Government Center in Anoka, MN.

Committee Members Present: Commissioners Schulte (Chair), Look, West, Sivarajah
Department Staff Present: Doug Fischer, Joe MacPherson, Amy Honer, Jill Kent
Others Present: Commissioner Mandy Meisner; Jerry Soma, County Administrator;
Jason Stover, Asst. County Attorney; Wes Volkenant, Anoka County
Resident

ACTION ITEMS

Highway

- *1. The committee recommends approval of Resolution #2019-TR08, a resolution authorizing the County Administrator to execute the necessary documents to convey two Anoka County properties to the City of Ramsey, which are identified by the County for tax purposes as PIN No. 28-32-25-34-0005 and 28-32-25-34-0006 and dedicate easements to the City of Ramsey over an adjacent parcel, identified as PIN No. 28-32-25-34-0007. The properties are located along the south side of US 10, between Anoka County's Mississippi West Regional Park and Riverdale Drive NW in the City of Ramsey.
- *2. The committee recommends approval to enter into Joint Powers Agreement (#C0006622) with the City of Blaine for Project 002-614-045, the Reconstruction of CSAH 14 (125th Avenue) between CSAH 17 (Lexington Avenue) and a point approximately 1,200 feet east of Lever Street, in the City of Blaine.
- *3. The committee recommends award of Contract #C0007089 to Forest Lake Contracting, Inc., for project S.P. 002-604-009, the School Flashing Beacon Systems in the City of Columbia Heights, in the amount of \$30,185.00.
- *4. The committee recommends award of Contract #C0007090 to North Pine Aggregate, Inc., for Anoka County Project S.A.P. 002-613-001, the CSAH 13 Bridge No. 02518 Replacement and roadway reconstruction project in the City of Oak Grove, in the amount of \$1,332,790.48.

INFORMATION ITEMS

- 5. The committee authorized the County Engineer to negotiate a Joint Powers Agreement (#C0007092) with the city of Fridley for Project SAP 002-601-055, the replacement of a traffic control signal system at the intersection of CSAH 1 (East River Road NE) and 57th Avenue NE, in the City of Fridley.
- 6. The committee authorized the County Engineer to negotiate a Joint Powers Agreement (#C0007102) with the City of Blaine for Project CP 19-10-00, a multi-agency, joint effort project to place bituminous surfacing on an access road servicing several parking areas at the National Sports Center (NSC) in the City of Blaine.

7. The committee authorized the County Engineer to negotiate a Joint Powers Agreement (#C0007106) with the City of Blaine for Project SAP 002-617-023, signal modifications at the intersection of Lexington Avenue NE (CSAH 17) and Pheasant Ridge Drive NE in the City of Blaine.
8. The committee reviewed Transportation Division agreements executed since last meeting.
9. The committee reviewed Corridor Updates and Project Progress.



ANOKA COUNTY BOARD ACTION ITEM

March 18, 2019

TRANSPORTATION DIVISION

ACTION REQUESTED	<p><i>Consider recommending approval of Resolution #2019-TR08, a resolution authorizing the County Administrator to execute the necessary documents to convey two Anoka County properties to the City of Ramsey, which are identified by the County for tax purposes as PIN No. 28-32-25-34-0005 and 28-32-25-34-0006 and dedicate easements to the City of Ramsey over an adjacent parcel, identified as PIN No. 28-32-25-34-0007. The properties are located along the south side of US 10, between Anoka County's Mississippi West Regional Park and Riverdale Drive NW in the City of Ramsey.</i></p>
BACKGROUND	<p><i>The conveyance of the properties and dedication of easements mentioned above dates back to the Joint Powers Agreement (JPA) between Anoka County and the City of Ramsey (AC Contract # 2005-0516) for the development of the Ramsey Town Center (RTC). As required in the RTC JPA, and a recent memorandum of understanding (MOU), AC Contract #C0004350, accommodations were made to develop and construct a stormwater system capable of handling drainage from the RTC and future improvements to Bunker Lake Blvd between Armstrong Blvd and Ramsey Blvd. As shown in the attached exhibits, ponds were constructed on the parcels to treat the stormwater prior to out-letting into the Mississippi River.</i></p> <p><i>Since the development of the RTC in the early 2000s, Riverdale Drive NW was constructed, and the Diamonds Sports Bar was closed. The Diamonds property is currently being redeveloped by its owner, 2-OI, LLC. As part of the overall redevelopment of the adjacent parcels and the construction of Riverdale Drive NW, the County was approached regarding the possibility of modifying the existing ponding system on Tract B to promote the improvements. In cooperation with the city of Ramsey, 2-OI, LLC has agreed to grant a permanent ponding easement over the southern portion of their parcel in exchange for the use of Tract B. The replacement ponding area on the Diamonds parcel has already been constructed and tied into the existing stormwater collection/treatment system. The proposed easement on the Diamonds parcel also provides for additional capacity if future drainage capacity/improvements are required.</i></p> <p><i>Anoka County staff have reviewed the enclosed documents and recommend approval of the property conveyances and easement dedication.</i></p> <p><i>To complete the necessary conveyances and easement dedications, the following items need to be executed in proper order:</i></p> <ol style="list-style-type: none"><i>1. County deeds Tracts A and B to City of Ramsey, County preserves necessary easements;</i><i>2. City deeds Tract B to develop, County and City preserve necessary easements;</i><i>3. 2-OI, LLC executes easement agreement dedicating proper drainage and utility easements to the City of Ramsey and Anoka County;</i><i>4. County dedicates proper easements over Tract C to City of Ramsey.</i>
PREVIOUS ACTION TAKEN	<p><i>None</i></p>
COMMENTS	
RECOMMENDATIONS	<p><i>Approval.</i></p>

**RESOLUTION #2019-TR08
AUTHORIZING THE CONVEYANCE OF PROPERTY
TO THE CITY OF RAMSEY**

WHEREAS, the County of Anoka, a political subdivision of the State of Minnesota (“County”) owns real property in the City of Ramsey (“City”), County of Anoka, State of Minnesota, which is located along the south side of U.S. 10, between Anoka County’s Mississippi West Regional Park and Riverdale Drive NW, and is identified by the County for tax purposes as Pin Nos. 28-32-25-34-0005 (“Tract A”) and 28-32-25-34-0006 (“Tract B”) and 28-32-25-34-0007 (“Tract C”), which are legally described in the attached Exhibits A and B (collectively the “Property”); and

WHEREAS, the City and the County entered into a Joint Powers Agreement (“JPA”) dated April 12, 2005, under Contract #2005-0516, to delineate responsibilities for the construction of public works improvements related to the Ramsey Town Center Development; and

WHEREAS, the City and the County subsequently entered into a Memorandum of Agreement (“MOU”), dated September 22, 2015, under Contract #C0004350, to further describe the responsibilities of each party relative to construction of storm sewer system improvements, and to specify the exchange of property and property interests between the County and the City to accomplish same; and

WHEREAS, the conveyance of the Property addressed by this Resolution is in furtherance of the detailed agreements reached by the City and the County in the JPA and MOU referenced above, copies of which are on file with the County Administrator’s Office;

WHEREAS, the City and County agreed that the County would convey Tracts A and B to the City, reserving easements to the County for drainage and utility purposes; and

WHEREAS, the City and the County further agreed to dedicate easements to the City over Tract C, for drainage, ponding and trail purposes.

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 to convey the Property and property interests to the City pursuant to the terms and conditions of the parties’ agreements.



Anoka County
TRANSPORTATION DIVISION
Surveyor's Office

EXHIBIT A

Tract A, and Tract B, REGISTERED LAND SURVEY NO. 266, Anoka County, Minnesota ("Burdened Property").

Reserving unto Grantor, and its assigns:

A permanent easement for drainage and utility purposes over under and across that part of Tract A, REGISTERED LAND SURVEY NO. 266, Anoka County, Minnesota, lying westerly of a line 20.00 feet easterly of, as measured at right angles to, the following described line:

Commencing at the southwest corner of said Tract A; thence South 63 degrees 24 minutes 50 seconds East, bearing assumed, along the southwesterly line of said Tract A, 17.15 feet; thence South 13 degrees 51 minutes 32 seconds West 100.00 feet to the point of beginning of the line to be described; thence North 13 degrees 51 minutes 32 seconds East 200.00 feet and said line there terminating.

AND

A permanent 40.00 foot wide permanent for drainage and utility purposes, over, under and across that part of Tract B, REGISTERED LAND SURVEY NO. 266, Anoka County, Minnesota, being 20.00 feet on each side of the following described center line:

Commencing at the northwest corner of said Tract B; thence South 63 degrees 24 minutes 50 seconds East, bearing assumed, along the northeasterly line of said Tract B, 17.15 feet to the point of beginning of the center line to be described; thence South 13 degrees 51 minutes 32 seconds West 345.64 feet to the southwesterly line of said Tract B and said center line there terminating. The side lines of said easement are to be lengthened or shortened to terminate on said northeasterly and southwesterly lines and on the northwesterly line of said Tract B.

And further reserving unto Grantor, and its assigns all rights of ingress and egress reasonably necessary for (i) the purpose of constructing, maintaining and/or repairing the drainage facilities located within the easement areas described herein; and (ii) the removal of any improvement that may be required to construct, maintain and repair the drainage facilities located within the easement areas described herein, without any obligation to repair and/or replace the same.

Respectful. Innovative. Fiscally Responsible

Government Center ▲ 2100 3rd Avenue, Suite 224 ▲ Anoka, MN 55303-5033
Office: 763-324-3101 ▲ Fax: 763-324-3210 ▲ www.anokacounty.us/surveyor

Affirmative Action / Equal Opportunity Employer



Anoka County
TRANSPORTATION DIVISION
Surveyor's Office

EXHIBIT B

A permanent nonexclusive easement for drainage and ponding purposes over under and across TRACT C, REGISTERED LAND SURVEY NO. 266, Anoka County, Minnesota; together with the reasonable right of access over said Tract C for the purpose of maintaining the drainage pond and related facilities.

AND

A permanent easement for trail purposes, over, under and across the southeasterly 32.50 feet of Tract C, REGISTERED LAND SURVEY NO. 266, Anoka County, Minnesota as measured at right angles to the southeasterly line of said Tract C, together with the reasonable right of access over said Tract C for the purpose of constructing and maintaining the trail.

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Affirmative Action / Equal Opportunity Employer



ANOKA COUNTY BOARD ACTION ITEM

March 18, 2019

TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval to enter into Joint Powers Agreement (#C0006622) with the City of Blaine for Project 002-614-045, the Reconstruction of CSAH 14 (125th Avenue) between CSAH 17 (Lexington Avenue) and a point approximately 1,200 feet east of Lever Street, in the City of Blaine.</i>
BACKGROUND	<p><i>Over the course of the past few months, County staff and our consultant, SRF, have been coordinating the preparation of the construction plans for improvements along 125th Avenue with City and School District staff. This project includes the rehabilitation of the bituminous surfacing along CSAH 14 (125th Avenue), the construction of a continuous concrete median between Lexington Avenue and Lever Street, the addition of left and right turn lanes on 125th Ave at Lever Street, construction of a new traffic control signal system at the intersection of 125th Avenue and Lever Street, and the construction/connection of the south leg of said intersection.</i></p> <p><i>SRF and County staff are currently responding to minor comments associated with the RCWD permit application and preparing the construction plans for State Aid review. We plan to advertise the project in the next month.</i></p> <p><i>The CSAH 14 Reconstruction Project is proposed to be completed prior to the beginning of the 2019-2020 school year.</i></p>
PREVIOUS ACTION TAKEN	<p><i>7/9/18 – authorization to award design contract to SRF</i></p> <p><i>7/9/18 – authorization to negotiate JPA with city of Blaine</i></p> <p><i>1/2/19 – authorization to enter into advanced construction agreement with MnDOT</i></p>
COMMENTS	<p><i>The City of Blaine has approved and executed this Agreement.</i></p>
RECOMMENDATIONS	<p><i>Approval.</i></p>



ANOKA COUNTY BOARD ACTION ITEM

March 18, 2019

TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending award of Contract #C0007089 to Forest Lake Contracting, Inc., for project S.P. 002-604-009, the School Flashing Beacon Systems in the City of Columbia Heights, in the amount of \$30,185.00.</i>												
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ANOKA COUNTY BOARD ACTION ITEM

March 18, 2019

TRANSPORTATION DIVISION

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RECOMMENDATIONS	Award of Contract																		

**TRANSPORTATION COMMITTEE CHAIR REPORT
FOR THE MARCH 26, 2019
COUNTY BOARD MEETING**

**Government Center
Anoka, Minnesota**

ACTION ITEMS

Highway

- *1. The Chair of the committee recommends award of Contract #C0007088 to North Pine Aggregate, Inc. for Anoka County Project S.P. 002-678-022, the reconstruction project of CSAH 78 (Hanson Boulevard NW) from Jay Street NW to Bluebird Street NW, in the City of Andover, in the amount of \$7,916,634.30.



ANOKA COUNTY BOARD ACTION ITEM

March 12, 2019

TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending award of Contract #C0007088 to North Pine Aggregate, Inc. for Anoka County Project S.P. 002-678-022, the reconstruction project of CSAH 78 (Hanson Boulevard NW) from Jay Street NW to Bluebird Street NW, in the City of Andover.</i>												
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PREVIOUS ACTION TAKEN	<p><i>10/31/2016 - The committee recommends approval of an agreement with the MPCA (Minnesota Pollution Control Agency) for Engineering Services regarding Project SP 002-678-022, the reconstruction of CSAH 78 (Hanson Boulevard) from 139th Avenue to Crosstown Boulevard, and further authorize 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></p> <p><i>04/16/2018 - The committee authorized the County Engineer to negotiate a Joint Powers Agreement (JPA) with the City of Andover for Project SP 002-678-022, the 2019 Hanson Boulevard reconstruction project, from 139th Lane/Jay Street to Bluebird Street in the City of Andover.</i></p> <p><i>06/18/2018 - The committee recommends approval to enter into a Joint Powers Agreement (#C0006346) with the City of Andover to project SP 002-678-022, the CSAH 78 (Hanson Boulevard) reconstruction project from 139th Lane/Jay Street to Bluebird Street in the City of Andover; and authorizing the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.</i></p> <p><i>10/15/2018 - The committee authorized the County Engineer to advertise for bids for Project SP 002-678-022, the Hanson Boulevard reconstruction project, from 139th Lane/Jay Street to Bluebird Street in the City of Andover.</i></p>												
COMMENTS													
RECOMMENDATIONS	<i>Approval.</i>												

ANOKA COUNTY
FINANCE AND CAPITAL IMPROVEMENTS COMMITTEE REPORT
FOR THE MARCH 26, 2019, COUNTY BOARD MEETING

The Finance and Capital Improvements Committee meeting was held on March 19, 2019, in Master Conference Room #772, Anoka County Government Center, Anoka, Minnesota.

Committee Members Present: Commissioner Look (Chair), Commissioner Schulte,
Commissioner Braastad

Committee Members Absent: Commissioner Sivarajah

Others Present:

Jerry Soma, County Administrator; Cory Kampf, Division Manager; Brenda Pavelich-Beck, Accounting Director; Patti Hetrick, Budget Director; Bill Keller Central Services Director; Yvonne Kirkeide, Accounting Manager; Joshua Kent, Accounting Manager; Lindsey Felgate, Purchasing Manager; Karen Skepper, Community and Government Relations Director; Cathie Larson, Senior Office Manager; Wes Volkenant, Citizen.

***Action Items:**

1. The committee recommends the County Board adopt Resolution 2019-F1 approving amendments to the Anoka County Procurement Policy (ACPP) within the Anoka County Financial Policies – **See attached F&CS worksheet.**

Informational Items:

1. The committee recommends the County Board adopt at the April 9, 2019, County Board meeting, Resolution 2019-F2 Approving the Issuance of a Multifamily Housing Revenue Refunding Note by the Anoka County Housing and Redevelopment Authority Under Minnesota Statutes, Chapters 462C and 462A, as amended, to refinance a Multifamily Housing Development located in the City of Ramsey. The approval at the April 9, 2019, County Board meeting corresponds with the issuance of the bond through the Anoka County HRA.
2. The committee considered, for informational purposes, information regarding an updated Contract with Central Square (Superion LLC) related to our Finance Enterprise Solution known as One Solution. The Contract will be approved through the IT Committee on March 20, 2019, and brought before the County Board for approval at the March 26, 2019, County Board meeting.
3. The committee considered for informational purposes, an update on the 2020 Budget Process, including the status of the implementation of our new Budget System (Open Gov Budget Builder).



ANOKA COUNTY BOARD

ACTION ITEM

March 26, 2019

Finance & Central Services - Purchasing

ACTION REQUESTED	The committee recommends the County Board adopt Resolution 2019-F1 approving amendments to the Anoka County Procurement Policy (ACPP) within the Anoka County Financial Policies.
BACKGROUND	In August of 2018, Minn. Stat. §471.345 was amended to increase the formal bidding threshold from \$100,000 to \$175,000. As previously amended, the intent of the ACPP was to be more in-align with Minnesota statutes and specifically, the Municipal Contracting Law. In addition to this change, other minor changes to the policy's organization are being requested.
SOLUTIONS	<p>Anoka County Purchasing recommends amending the ACPP with language which allows the policy to auto-amend based on amendments made to the §471.345 statute thresholds. Current thresholds will be added as a parenthetical and change without board adoption to remain visibly current. Note: All authority and signatory requirements will remain in place unless a requested amendment adopted by the County Board is made. Specific amendments:</p> <ol style="list-style-type: none"> 1) Section Definitions – Removed Emergency Purchase and Repair as duplication already in Section II. Competition. D. 2) Section II. Competition. A. – Reformatted to reduce outline lettering and added descriptions for §375.21 and §471.345 for easy reference. 3) Section II. Competition. A. 1. – Referenced the statute §471.345 Subd. 3 and Subd. 3a to auto-increase the formal bidding threshold (currently changing from \$100,000 to \$175,000) 4) Section II. Competition. A. 2. – Referenced the statute §471.345 Subd. 4 and Subd. 4a to auto-increase the formal bidding threshold (currently changing from between \$25,000 - \$100,000 to between \$25,000 - \$175,000) 5) Section II. Competition. A. 3. – Referenced the statute §471.345 Subd. 5 to auto-increase the formal bidding threshold (currently remains at \$25,000 or less) 6) Section II. Competition. A. 4. – Referenced the statute §471.345 Subd. 5 to auto-increase the formal bidding threshold (currently remains at \$25,000 or less) AND continue to reference the \$5,000 County micro-purchase threshold (Note: The only difference is the omission of the quoting requirement). 7) Section II. Competition. B. – Removed the word solicitation from the bullet, leaving competitive process (Note: these do not fall under §471.345. 8) Section II. Competition. D. – Amended language for emergency purchases and repairs to match that of the state and reference the statute §471.345 Subd. 3 formal bidding thresholds. 9) Re-organization moving authorities for 3. Human Services, 4. Job Training Center Grants, and 5. Library from the Competition Section to the Efficiency Sections F., G., and H. No language changes. 10) Section IV. Legal. J. – Removed duplicative language and added language for clarification.

RESOLUTION 2019-F1
APPROVING AMENDMENTS TO
ANOKA COUNTY PURCHASING POLICY

WHEREAS, the Anoka County Board has established Financial Policies which were adopted by the County Board on December 22, 1992 and revised on December 18, 2018 ("Financial Policies"); and

WHEREAS, pursuant to said approvals, the Finance and Capital Improvement Committee has jurisdiction over the Financial Policies and is responsible for recommending policy amendments to the County Board; and

WHEREAS, the committee is recommending changes to Section J, Procurement Policy that amends the competitive bidding thresholds under §471.345 (creating language that will auto-amend the thresholds upon future Legislative Change), and minor formatting and organization changes within; and

WHEREAS, a copy the Procurement Policy is on file in the office of the Anoka County Finance & Central Services Division and will be made available within the Financial Policies document on the Anoka County website; and

NOW, THEREFORE BE IT RESOLVED, that the Anoka County Board of Commissioners hereby approves and adopts the Anoka County Procurement Policy (ACPP), which shall amend Section J of the Financial Policies.



**HUMAN SERVICES COMMITTEE REPORT
FOR THE MARCH 26, 2019
ANOKA COUNTY BOARD MEETING**

COMMITTEE PRESENT: Commissioner Julie Braastad, Commissioner Mandy Meisner

COMMITTEE ABSENT: Commissioner Rhonda Sivarajah

OTHERS PRESENT: Commissioner Scott Schulte, Cindy Cesare, Jonelle Hubbard, Nicole Swanson, Bridgett Backman, Dylan Warkentin, Peggy McNabb, Jerry Pederson, Nancy Norman, Brad Thiel, Tracy Schirmers, Nicole Hegge, Derrick Knutson, Suzanne Tuttle, Katherine Cole, Justin Navratil, Cheryl Olson, Zilla Way, Wes Volkenant

The following recommendations from the March 19, 2019, 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 #2019-HS-4, Economic Assistance Bills – **see attached resolution.**
 - B. Resolution #2019-HS-5, Proclaiming April as Child Abuse Prevention Month in Anoka County -- **see attached resolution.**
 - C. Resolution #2019-HS-6, Proclaiming April as Public Health Awareness Month in Anoka County – **see attached resolution.**
 - D. Resolution #2019-HS-8, Accepting Gifts for Human Services Programs – **see attached resolution.**

INFORMATIONAL

1. Resolution #2019-HS-7, Proclaiming April 17, 2019, as CareerForce Day in Anoka County is moving forward to County Board on April 9, 2019, under Chair's Remarks – **see attached resolution.**

*Action Required
attachments

RESOLUTION #2019-HS-4
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 February 2019: Medical Assistance and General Assistance medical payments in the amount of \$254,111.00 set forth in the Monthly Economic Assistance Actions and Payments Authorization document on file in Human Services Administration.

**RESOLUTION #2019-HS-5
PROCLAIMING APRIL 2019 AS
ANOKA COUNTY CHILD ABUSE PREVENTION MONTH**

WHEREAS, Anoka County is aware that child abuse and neglect is a problem that depends on finding solutions from within the community; and,

WHEREAS, Anoka County is committed to supporting the prevention of child abuse through Children and Family Services, Community Health and other community-wide programs designed to meet the needs of children and their families; and,

WHEREAS, Anoka County Human Services plays a major role in protecting children and preventing child abuse and neglect; and,

WHEREAS, in 2018, Anoka County Family and Children Services served 435 families with early intervention services; and,

WHEREAS, Anoka County supports efforts such as Child Care Licensing, Child Care Assistance, Children's Mental Health, Child Protection Services, Family Assessment, Family Preservation, Parent Support Outreach, Public Health nursing visits, Family Violence Prevention initiatives; and participates in collaborative programs such as the Anoka County Children and Family Council, as well as working with Anoka County Community Action Program; and,

WHEREAS, Anoka County unites their efforts with the Anoka County Child Abuse Prevention Council and its' members: Alexandra House, Anoka County Community Action Program, Head Start, Best Western Hotels, Connexus Energy, Mercy Hospital, Safe Kids, Zero Abuse Project and Social Services employees, and other community agencies in promoting prevention of child abuse and neglect:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby proclaims April 2019 as Child Abuse Prevention Month in Anoka County, and strongly urges all citizens, community agencies, faith and educational communities, medical and civic representatives to join us in using this month to increase participation in efforts to prevent child abuse and neglect, thereby strengthening the communities in which we live.

RESOLUTION #2019-HS-6
PROCLAIMING APRIL AS PUBLIC HEALTH MONTH IN ANOKA COUNTY

WHEREAS, National Public Health Week is April 1-7, 2019, and the theme is: *Healthiest Nation 2030*, Anoka County will participate in the effort to raise awareness about the important role every individual plays in promoting good health in their community; and,

WHEREAS, the goal to create the healthiest nation in one generation includes providing opportunities for all individuals and families to be healthy; and,

WHEREAS, many of the chronic diseases such as heart disease, cancer, diabetes, arthritis and obesity which are the most common and costly of all health problems, are also the most preventable; and,

WHEREAS, four common, health-damaging, but modifiable behaviors – tobacco use, insufficient physical activity, poor eating habits, and excessive alcohol use – are responsible for much of the illness, disability, and premature death related to chronic diseases; and,

WHEREAS, a healthier Anoka County begins with active living & healthy eating, living tobacco-free, preventing communicable diseases, promoting maternal health, promoting mental wellness, individual/family preparedness, quality water & food safety practices; and,

WHEREAS, the programs and services of the Anoka County Public Health and Environmental Services Department protect the health and safety of community residents, promote healthy lifestyles and prevent diseases and disabilities which could adversely affect the current and future health of our community; and,

WHEREAS, Anoka County has a strong history of supporting public health through the programs and services of the Anoka County Public Health and Environmental Services Department:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby proclaims April as Public Health Month in Anoka County.

RESOLUTION #2019-HS-8
ACCEPTING GIFTS FOR HUMAN SERVICES

WHEREAS, Anoka County Human Services has been contacted by the Bundles of Love Charity, a 501(c)(3) from the north metro area in New Brighton about donating bundles to serve infants and newborns with families being served by Anoka County; and,

WHEREAS, this organization, Bundles of Love Charity, are willing to voluntarily provide these items as able and/or as needed; and,

WHEREAS, items donated are for personal use by infants and newborns being served by Anoka County and working with departments such as the Job Training Center:

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 Bundles of Love Charity for infants and newborns for families working with the Job Training Center.

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

ANOKA COUNTY
INFORMATION TECHNOLOGY COMMITTEE REPORT
FOR THE MARCH 26, 2019, COUNTY BOARD MEETING

The Information Technology Committee meeting was held on Wednesday, March 20, 2019, at 11:00 a.m. in Conference Room 772, Anoka County Government Center, Anoka, Minnesota.

Committee Members Present – Commissioner Mike Gamache, Chair
Commissioner Scott Schulte
Commissioner Robyn West

Others Present – Commissioner Mandy Meisner, Jerry Soma, Susan Vreeland,
Dan Lekatz, Nan Martin, Craig Nekola, Mark Hove, Kathryn Timm,
Cory Kampf, Wes Volkenant (citizen)

***Action Items**

1. The Information Technology Committee recommends the County Board approve the Master Contract #C0006756 with Superior LLC, a Central Square company, for professional services, software licensing and maintenance related to supporting the County's Enterprise Resource Planning (ERP) system - **see attached Action Item from Susan Vreeland.**
2. The Information Technology Committee recommends the County Board approve Resolution #2019-IT01 – "Appointing Security Official Pursuant to HIPAA Regulations and Data Privacy Concerns" - **see attached Resolution.**
3. The Information Technology Committee recommends the County Board approve the acquisition of a replacement user authentication platform from CDW Government LLC and Insight Public Sector, Inc. in the amount of \$374,125.00, with a change order of \$10,000.00, for a total five-year cost not to exceed \$384,125.00 - **see attached Action Item from Susan Vreeland.**
4. The Information Technology Committee recommends the County Board approve the purchase of a replacement secure document transport system from Software House International (SHI) in the amount of \$433,465.00 with a change order of \$10,000.00, for a total five-year cost not to exceed \$443,465.00 - **see attached Action Item from Susan Vreeland.**
5. The Information Technology Committee recommends the County Board approve the acquisition of a DNS and URL filtering solution from CDW Government LLC in the amount of \$243,900.00 with a change order of \$20,000.00, for a total five-year cost not to exceed \$263,900.00 - **see attached Action Item from Susan Vreeland.**

6. The Information Technology Committee recommends the County Board approve the Master Contract #C0007072 with All State Communications, Inc for purchase of services related to cabling projects for a three (3) years having the option to renew for two (2) additional one-year terms, for a maximum possible contract term of five (5) years - **see attached Action Item from Susan Vreeland.**
7. The Information Technology Committee recommends the County Board approve the Master Contract #C0007078 with Applied Business Communications of Minnesota, LLC for purchase of services related to cabling projects for three (3) years having the option to renew for two (2) additional one-year terms, for a maximum possible contract term of five (5) years - **see attached Action Item from Susan Vreeland.**
8. The Information Technology Committee recommends the County Board approve the Master Contract #C0007073 with Hardwire Technology Company, LLC for purchase of services related to cabling projects for three (3) years having the option to renew for two (2) additional one-year terms, for a maximum possible contract term of five (5) years - **see attached Action Item from Susan Vreeland.**

*Requires board approval.



ANOKA COUNTY IT COMMITTEE ACTION ITEM

MARCH 20, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the Committee consider recommending the County Board approve the award of Master Contract #C0006756 with Superior LLC, a Central Square company, for professional services, ongoing software licensing and maintenance related to supporting the County's Enterprise Resource Planning (ERP) system.
BACKGROUND	<p>In 2012, the County entered into a contract with Superior LLC, a Central Square company, (formerly SunGard) that provided the terms, costs, and ongoing maintenance structure for services, licensing, and other items related to the implementation of a new ERP system.</p> <p>Since that time, there has been a change in the company's ownership, our use of the system, and enhancements to the application. The current contract also contains language that is no longer applicable to the County's needs and requirements.</p> <p>As a result of those changes, we identified the need for a new Master Contract with Superior LLC, a Central Square company, that will allow us to ensure cost effective ongoing services and support.</p>
SOLUTIONS	<p>A new Master Contract will define a predictable hourly rate for various areas of expertise, updated insurance requirements, and additional expectations of the vendor related to changes in the technical environment.</p> <p>After the Master Contract is established and when professional services work is desired, the County will negotiate a Statement of Work for the services to be performed for each engagement; subject to the hourly rate, terms and conditions, and insurance requirements defined in the Master Contract.</p>
CONCLUSION	A Master Contract with Superior LLC, a Central Square company, will give the County a greater ability to acquire needed services and new technologies in a timely manner.
RECOMMENDATIONS	Consider recommending that the County Board approve Master Contract #C0006756 with Superior LLC, a Central Square company, for professional services, ongoing software licensing and maintenance related to supporting the County's Enterprise Resource Planning (ERP) system. Final approval as to form and content will be completed by the Anoka County Attorney's Office.

**RESOLUTION #2019-IT01
APPOINTING SECURITY OFFICIAL
PURSUANT TO HIPAA REGULATIONS
AND DATA PRIVACY CONCERNS**

WHEREAS, the 1996 Health Insurance Portability and Accountability Act (HIPAA), and its implementing regulations, impose a variety of requirements on public and private entities that are considered covered entities to protect the privacy of individually identifiable health information; and,

WHEREAS, the Minnesota Government Data Practices Act, Minnesota Statutes §13.05 subd. 5 requires the Anoka County Responsible Authority to ensure the privacy and security safeguards for all private, confidential and non-public data; and,

WHEREAS, Anoka County has determined it is a covered entity for purposes of HIPAA because some county departments, units, or programs involve covered functions with individually identifiable health information that must comply with HIPAA requirements. Anoka County is a Hybrid Entity; and,

WHEREAS, Anoka County as a covered entity must designate an individual as the security official under the federal HIPAA regulations and the responsible authority requires assistance in ensuring the privacy and security for all Anoka County data:

NOW, THEREFORE, BE IT RESOLVED by the Anoka County Board of Commissioners that Susan Vreeland is hereby designated under 45 C.F.R. section 164.308 as the Security Official for Anoka County responsible for the development and implementation of policies and procedures required by the Security Standards for the Protection of Electronic Protected Health Information for Anoka County as well as general security standards for all Anoka County data. Dan Lekatz is hereby designated as backup Security Official for Anoka County.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners delegate authority to the Anoka County Security Official to implement and periodically evaluate security policies and procedures developed for Anoka County generally and under the Security Standards for the Protection of Electronic Protected Health Information.

BE IT FINALLY RESOLVED that a copy of this resolution be forwarded to the Anoka County Attorney, Anoka County Administrator, Anoka County Division Managers, Anoka County Employee Resources Director, Anoka County Security Official, and Anoka County Privacy Official.



ANOKA COUNTY IT COMMITTEE ACTION ITEM

MARCH 20, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the Committee consider recommending to the County Board the acquisition of a replacement user authentication platform from CDW Government LLC and Insight Public Sector, Inc. in the amount of \$374,125.00, with a change order of \$10,000.00, for a total five-year cost not to exceed \$384,125.00.
BACKGROUND	<p>MFA (Multi-Factor Authentication) is a technology to help confirm a user's identity using two or more pieces of evidence (factors). This technology is widely recognized as the best way to secure information technology systems and data from unauthorized access.</p> <p>The County has utilized an MFA solution for many years to secure access to systems for employees and vendors. However, as our needs continue to grow, the current solution does not provide for the County's requirements for ease of use, ease of user support management, and the ability to easily integrate with the County's various applications.</p>
SOLUTIONS	<p>Alternate solutions provide the ability to meet the demand for growth, the capability to support all County staff and vendors, easier and faster logins for users, and the ability to respond to rapidly changing business needs.</p> <p>After investigating multiple alternatives, including a new solution from our current provider, we narrowed the field down to three options. We then performed 'proof of concept' evaluations to determine the best solution for the County.</p>
CONCLUSION	The technology platform selected will provide a secure and reliable authentication method for County staff and vendors. The new solution will be able to grow and adapt to changing needs for many years to come.
RECOMMENDATION	Consider recommending that the County Board approve the acquisition of a replacement enterprise Multi Factor Authentication solution from CDW Government LLC and Insight Public Sector, Inc. in the amount of \$374,125.00, with a change order of \$10,000.00, for a total five-year cost not to exceed \$384,125.00.



ANOKA COUNTY IT COMMITTEE ACTION ITEM

MARCH 20, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the IT Committee consider recommending the County Board approve the purchase of a replacement secure document transport system from Software House International (SHI) in the amount of \$433,465.00 with a change order of \$10,000.00, for a total for a total five-year cost not to exceed \$443,465.00.
BACKGROUND	County data, such as video, photos, and documents are shared through multiple processes – both internally and externally. In our current state of technology, the County adds tools and enhancements to continue to ensure information is transported in a secure, reliable manner.
SOLUTIONS	<p>An evaluation of the current processes was conducted. Comparisons were made to evaluate our current strategy to new technologies, and the evolving business needs of the County.</p> <p>Other government entities were also interviewed to leverage their experiences with the enhancements we have been exploring. This research determined that a replacement secure transport system was an appropriate and timely solution.</p>
CONCLUSION	The solution that addressed County needs is a well-developed, reliable system that will help continue to facilitate secure sharing of data with our critical partners.
RECOMMENDATIONS	Consider recommending that the County Board approve the purchase of a replacement secure document transport system from Software House International (SHI) in the amount of \$433,465.00 with a change order of \$10,000.00, for a total five-year cost not to exceed \$443,465.00.



ANOKA COUNTY IT COMMITTEE ACTION ITEM

MARCH 20, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the Committee consider recommending to the County Board approve the acquisition of a DNS and URL filtering solution from CDW Government LLC in the amount of \$243,900.00 with a change order of \$20,000.00, for a total five-year cost not to exceed \$263,900.00.
BACKGROUND	Malicious threats against the systems and data in all organizations continue to evolve at a rapid pace. An analogy is to picture the first bi-planes that over time evolved into the faster and more potent planes of WWII, then continued evolving into fighter jets, and now into stealth fighter jets that are super-fast, incredibly maneuverable, and difficult to detect.
SOLUTIONS	<p>A security layer, known as a DNS and URL filtering, would provide a front-facing protective layer to existing County security systems that will help ward off malicious threats before entering the County.</p> <p>To discover this solution, we investigated multiple filtering options, discussed and read experiences of other County and State users, and determined this technology is a necessary investment to help secure County data.</p>
CONCLUSION	The recommended solution will provide an additional line of defense against malicious threats to our systems, users, and data. Not only will a DNS and URL filtering solution protect a user while on the County network, but it will also protect mobile users when working from home or public places such as a coffee shop.
RECOMMENDATIONS	Recommend to the County Board the acquisition of a DNS and URL filtering solution from CDW Government LLC in the amount of \$243,900.00 with a change order of \$20,000.00, for a total five-year cost not to exceed \$263,900.00.



ANOKA COUNTY IT COMMITTEE ACTION ITEM

MARCH 20, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the Committee consider recommending the County Board approve the award of Master Contract #C0007072 with All State Communications, Inc. for purchase of services.
BACKGROUND	We have a need for a Master Contract with All State Communications, Inc. that will allow us to more easily obtain purchase of services related to cabling projects associated with technology initiatives.
SOLUTIONS	<p>This Master Contract defines a predictable hourly rate for various areas of expertise, terms and conditions, and insurance requirements that adhere to the County's purchasing, financial policies, and operating procedures.</p> <p>When purchase of service work is desired after the Master Contract is established, the County will negotiate a Statement of Work for the actual work to be performed for each engagement, subject to the hourly rate, terms and conditions, and insurance requirements defined in the Master Contract.</p>
CONCLUSION	A Master Contract with All State Communications, Inc. will give the County a greater ability to acquire needed services in a timely manner.
RECOMMENDATIONS	<p>Consider recommending that the County Board approve Master Contract #C0007072 with All State Communications, Inc. for purchase of services related to cabling projects associated with technology initiatives.</p> <p>This contract is for three (3) years, with the County having the option to renew the Master Contract for two (2) additional one-year terms, for a maximum possible contract term of five (5) years.</p>



ANOKA COUNTY IT COMMITTEE ACTION ITEM

MARCH 20, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the Committee consider recommending the County Board approve the award of Master Contract #C0007078 with Applied Business Communications of Minnesota, LLC for purchase of services.
BACKGROUND	We have a need for a Master Contract with Applied Business Communications of Minnesota, LLC that will allow us to more easily obtain purchase of services related to cabling projects associated with technology initiatives.
SOLUTIONS	<p>This Master Contract defines a predictable hourly rate for various areas of expertise, terms and conditions, and insurance requirements that adhere to the County's purchasing, financial policies, and operating procedures.</p> <p>When purchase of service work is desired after the Master Contract is established, the County will negotiate a Statement of Work for the actual work to be performed for each engagement, subject to the hourly rate, terms and conditions, and insurance requirements defined in the Master Contract.</p>
CONCLUSION	A Master Contract with Applied Business Communications of Minnesota, LLC will give the County a greater ability to acquire needed services in a timely manner.
RECOMMENDATIONS	<p>Consider recommending that the County Board approve Master Contract #C0007078 with Applied Business Communications of Minnesota, LLC for purchase of services related to cabling projects associated with technology initiatives.</p> <p>This contract is for three (3) years, with the County having the option to renew the Master Contract for two (2) additional one-year terms, for a maximum possible contract term of five (5) years.</p>



ANOKA COUNTY IT COMMITTEE ACTION ITEM

MARCH 20, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the Committee consider recommending the County Board approve the award of Master Contract #C0007073 with Hardwire Technology Company, LLC for purchase of services.
BACKGROUND	We have a need for a Master Contract with Hardwire Technology Company, LLC that will allow us to more easily obtain purchase of services related to cabling projects associated with technology initiatives.
SOLUTIONS	<p>This Master Contract defines a predictable hourly rate for various areas of expertise, terms and conditions, and insurance requirements that adhere to the County's purchasing, financial policies, and operating procedures.</p> <p>When purchase of service work is desired after the Master Contract is established, the County will negotiate a Statement of Work for the actual work to be performed for each engagement, subject to the hourly rate, terms and conditions, and insurance requirements defined in the Master Contract.</p>
CONCLUSION	A Master Contract with Hardwire Technology Company, LLC will give the County a greater ability to acquire needed services in a timely manner.
RECOMMENDATIONS	<p>Consider recommending that the County Board approve Master Contract #C0007073 with Hardwire Technology Company, LLC for purchase of services related to cabling projects associated with technology initiatives.</p> <p>This contract is for three (3) years, with the County having the option to renew the Master Contract for two (2) additional one-year terms, for a maximum possible contract term of five (5) years.</p>

ANOKA COUNTY
INTERGOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE
CHAIR REPORT

FOR THE MARCH 26, 2019 COUNTY BOARD MEETING

***Action Item**

- *1. The chair recommends the county board approve amending the 2019 Anoka County Legislative Platform to include in the supporting with others category, legislation that requires local municipal approval for any change affecting its ambulance primary service areas as regulated by the Emergency Medical Services Regulatory Board. **See attached** documents from the City of Lino Lakes.

*Requires Board Approval.

**CITY COUNCIL
AGENDA ITEM 4B**

STAFF ORIGINATOR: John Swenson, Public Safety Director
MEETING DATE: January 14, 2019
TOPIC: Ambulance Primary Service Area – Legislative Change
VOTE REQUIRED: 3/5

INTRODUCTION

Passage of this Council Resolution would demonstrate the City of Lino Lakes desire to address lack of local input in the assignment and management of the Ambulance Primary Service Area (PSA) as regulated by the EMSRB through a legislative language change.

BACKGROUND

The Minnesota Emergency Medical Services Regulatory Board (EMSRB) was created by the Minnesota Legislature in 1995 to regulate emergency medical services in the state. As such the EMSRB oversees the assignment of Primary Service Areas (PSA) for all ambulance services in the State.

The ambulance PSA that covers all of Lino Lakes is assigned to Fairview Hospital in Wyoming. North Memorial Ambulance continues to provide ambulance service to Lino Lakes through a contract with Fairview. This contract has been reviewed twice in the past 4 years by Fairview with no changes in the ambulance provider, with the current contract due to be reviewed in June of 2019. It should be noted that when this contract was reviewed by Fairview no input was solicited from local jurisdictions nor is there any requirements for such input.

This failure to require local approval in ambulance PSAs creates the potential for significant changes to emergency services provided to communities with no local input.

The Lino Lakes Public Safety Department responds to all medical calls for service in Lino Lakes and provides emergency medical services in partnership with our ambulance provider. As a result of this collaborative partnership any changes to the emergency medical system would have an impact to the services provided. For example, if the ambulance provider reduced the number of ambulances providing services to this area the response time for ambulance service would increase. This increase in ambulance response times would require our staff to spend more time on medical calls for service and require a higher level of care provided. If this scenario were to occur it would have a budgetary impact for the Lino Lakes community.

In order to proactively address this, staff has drafted a resolution seeking a legislative change that would require local jurisdiction approval for changes to ambulance PSA. This proposed legislative change reflects the collaborative nature of our current emergency medical services

system and safeguards local jurisdictions from potential changes in ambulance service and subsequent budgetary impacts.

If the Council would like to move forward with this resolution, staff will work with other jurisdictions interested in supporting a legislative change as well. Staff will also work with our local legislative delegation to address this matter.

RECOMMENDATION

Staff recommends the Council approve Resolution 19-07 seeking legislative language change to require local approval of any changes to ambulance primary service area resulting in change in the provider or level of emergency medical services.

ATTACHMENTS

Resolution 19-07

CITY OF LINO LAKES
RESOLUTION NO. 19-07

RESOLUTION IN SUPPORT OF LEGISLATION
REQUIRING LOCAL MUNICIPAL APPROVAL FOR ANY CHANGE
AFFECTING ITS AMBULANCE PRIMARY SERVICE AREA

WHEREAS, the Minnesota Emergency Medical Services Regulatory Board (EMSRB) is empowered to regulate and assign a Primary Service Area (PSA) for all ambulance services in the State of Minnesota; and

WHEREAS, current law and rules do not require local jurisdiction approval for changes to an ambulance PSA; and

WHEREAS, changes in ambulance services impact emergency medical services delivered to a local jurisdiction's residents; and

WHEREAS, local jurisdictions first response agencies are a vital member of emergency medical services; and

WHEREAS, any changes to ambulance services in local jurisdictions may require a local jurisdiction to change response protocols resulting in budgetary impacts for the local jurisdiction.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lino Lakes, Minnesota does hereby state its support for legislation that requires local municipal approval for any change affecting its ambulance primary service area as regulated by the EMSRB.

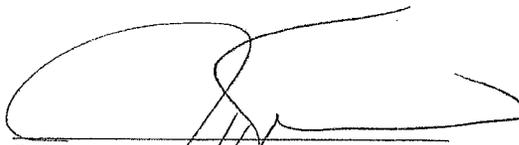
Adopted by the Council of the City of Lino Lakes this 14th day of Jan 2019.

The motion for the adoption of the foregoing resolution was introduced by Council Member Rafferty and was duly seconded by Council Member Maher and upon vote being taken thereon, the following voted in favor thereof:

Rafferty, Maher, Manthey, Stoesz, Reinert

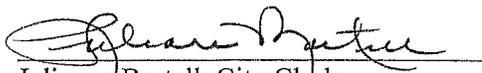
The following voted against same:

none



Jeff Reinert, Mayor

ATTEST:



Julianna Bartell, City Clerk

ANOKA COUNTY

PROPERTY RECORDS AND TAXATION COMMITTEE REPORT

FOR THE MARCH 26, 2019 COUNTY BOARD MEETING

The Property Records and Taxation Committee meeting was held on March 20, 2019 at 1:00 p.m. in Conference Room #772 of the Anoka County Government Center, Anoka, Minnesota.

Committee Members Present: Commissioner Mike Gamache (Chair), Commissioner Robyn West

Committee Members Absent: Commissioner Matt Look

Others Present – Jerry Soma, County Administrator, Jonell Sawyer, Division Manager of Property Records and Taxation, Pam LeBlanc, Director of Property Records and Taxation, Kristie Olson, Administrative Services Manager, Alex Guggenberger, County Assessor, Paul Linnell, Elections Operations Manager, Jolene Jorgensen, Project Manager, Jason Stover, Assistant County Attorney, Commissioner Scott Schulte, Commissioner Mandy Meisner, and Wes Volkenant (Andover resident)

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

ACTION ITEMS:

- *1. (Meisner) The committee recommends the county board adopt Resolution #2019-PRT6, Application by the City of Columbia Heights for conveyance of tax-forfeited property for non-conservation (removal of blight) for a market value of \$81,600 – PIN 35-30-24-32-0249, city of Columbia Heights

See attached Resolution

- *2. The committee recommends the county board adopt the following resolutions for Realigning a Split Residential Parcel:
- a) (West) Resolution #2019-PRT8, Resolution Realigning a Split Residential Parcel Pursuant to Minnesota Statutes Section 123A.455 – PIN 10-31-23-41-0091 and 11-31-23-32-0010, city of Blaine, ISD# 12 and ISD# 16, transferring into ISD#12 (John W Haggard and Sara L Haggard)
 - b) (West) Resolution #2019-PRT9, Resolution Realigning a Split Residential Parcel Pursuant to Minnesota Statutes Section 123A.455 – PIN 10-31-23-41-0092 and 11-31-23-32-0011, city of Blaine, ISD# 12 and ISD# 16, transferring into ISD#12 (Nicholas J Brula and Katherine Brula)
 - c) (West) Resolution #2019-PRT10, Resolution Realigning a Split Residential Parcel Pursuant to Minnesota Statutes Section 123A.455 – PIN 10-31-23-41-0093 and 11-31-23-32-0012, city of Blaine, ISD# 12 and ISD# 16, transferring into ISD#12 (Wendy Jean Ottosen and Jeffrey Scott Ottosen)

- d) (West) Resolution #2019-PRT11, Resolution Realigning a Split Residential Parcel Pursuant to Minnesota Statutes Section 123A.455 – PIN 10-31-23-41-0098 and 11-31-23-32-0017, city of Blaine, ISD# 12 and ISD# 16, transferring into ISD#12 (Michael T Hoyhtya and Amanda L Hoyhtya)
- e) (West) Resolution #2019-PRT12, Resolution Realigning a Split Residential Parcel Pursuant to Minnesota Statutes Section 123A.455 – PIN 09-31-23-14-0133, 10-31-23-32-0024 and 10-31-23-23-0096, city of Blaine, ISD# 11 and ISD# 16, transferring into ISD#16 (David M Gray and Kala M Gray)

See attached Resolutions and Exhibits

*Requires board approval

INFORMATIONAL ITEMS:

- 3. The committee was updated on the appointment of the Elections Manager.
- 4. The committee was updated on the PRT Tyler Migration Project (C0005578, Tyler Technologies, Inc.).

Additional Items:

- 5. The committee discussed comments made by Wes Volkenant relating to property tax and property values.
- 6. The next scheduled meeting will on Monday, April 15, 2019 at 1:00 p.m. in Master Conference Room #772.

Consent Items:

The chair has reviewed and sent for approval various tax claims and abatements that will be considered by the county board on March 26, 2019 as recommended by the chair.

The meeting was adjourned at 1:17 p.m.

RESOLUTION #2019-PRT6

**AUTHORIZING SALE OF NON-CONSERVATION
TAX-FORFEIT PROPERTY FOR THE REMOVAL OF BLIGHT
IN THE CITY OF COLUMBIA HEIGHTS (PIN 35-30-24-32-0249)**

WHEREAS, certain real property situated in the City of Columbia Heights, County of Anoka, State of Minnesota, which is identified as PIN 35-30-24-32-0249 and is legally described as: THAT PRT OF S1/2 OF LOT 2 & THAT PRT OF LOT 3 BLK E REARR OF BLK E COL HGTS ANNEX LYG WLY OF WLY R/W LINE OF UNIV AVE NE, TOG/W THAT PRT OF LOT 11 SD BLK E DESC AS FOL: BEG AT INTER/W FORMER WLY R/W LINE OF TH NO 56 WITH NWLY LINE OF SD LOT 11 SD PT BEING 351.1 FT NELY ALG SD NWLY LINE OF SD LOT FROM MOST WLY COR THEREOF, TH S ALG SD WLY R/W LINE 85 FT, TH W AT RT ANG 184.24 FT +OR- TO SD NWLY LINE OF SD LOT 11, TH NELY ALG SD NWLY LINE TO POB, EX THAT PRT OF SD LOT 11 LYG NWLY OF FOL DESC LINE, BEG AT A PT ON NWLY LINE OF SD LOT 11 177.9 FT NELY ALG SD NWLY LINE OF MOST WLY COR THEREOF, TH S WLY 165 FT +OR- TO A PT ON SWLY LINE OF SD LOT 11 117.3 FT SELY OF SD MOST WLY COR & THERE TERM, ALSO TOG/W NELY 100 FT OF LOT 12 SD BLK E, ALSO TOG/W THAT PRT OF LOTS 13 & 14 SD BLK E LYG ELY OF A LINE DRAWN FROM A PT ON N LINE OF SD LOT 14 220.9 FT E OF NW COR THEREOF TO A PT ON SLY LINE OF SD LOT 13 152.2 FT NELY OF MOST SLY COR THEREOF, EX RD, SUBJ TO EASE OF REC), Anoka County, Minnesota, has forfeited to the State of Minnesota for non-payment of ad valorem real estate taxes ("Subject Property"); and

WHEREAS, the Subject Property has been classified by the County of Anoka ("County") as non-conservation, and has not been sold at a tax-forfeit land sale or repurchased by the prior owner; and

WHEREAS, pursuant to Minn. Stat. §282.01, Subd. 1a (d) non-conservation tax-forfeited lands may be sold by the county board to an organized or incorporated governmental subdivision of the state or state agency for less than their fair market value if:

(1) the county board determines that a sale at a reduced price is in the public interest because a reduced price is necessary to provide an incentive to correct the blighted conditions that make the land undesirable in the open market, or the reduced price will lead to the development of affordable housing; and

(2) the governmental subdivision or state agency has documented its specific plans for correcting the blighted conditions or developing affordable housing, and the specific law or laws that empower it to acquire real property in furtherance of the plans.

WHEREAS, the City of Columbia Heights ("City") has prepared specific plans to use the property to correct blighted conditions, and that a sale of the Subject Property at a reduced price is needed to provide an incentive to correct a blighted area that make it undesirable in the open market; and

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby finds that the sale of the Subject Property at the reduced price is needed to provide an incentive to correct a blighted area within the City.

BE IT FURTHER RESOLVED, that the Anoka County Board of Commissioners hereby approves of the sale of the Subject Property for the reduced price of \$81,600.

RESOLUTION #2019-PRT8

**RESOLUTION REALIGNING A SPLIT RESIDENTIAL PARCEL
PURSUANT TO MINNESOTA STATUTES SECTION 123A.455
(John W Haggard and Sara L Haggard)**

WHEREAS, Minn. Stat. § 123A.455 provides that an owner of a split residential parcel may file a petition with the county auditor where the parcel is located to transfer part of the parcel into the adjoining school district so that the entire tax parcel would be located within the same school district; and

WHEREAS, pursuant to Minn. Stat. § 123A.455, within sixty (60) days of receipt of the petition, the county auditor is required to issue an order transferring the affected parcel to one school district as determined by the County Board; and

WHEREAS, on the 5th day of February 2019, the Anoka County Auditor received a petition from John W Haggard and Sara L Haggard, owner(s) of a split residential parcel which is identified as PIN 10-31-23-41-0091 and 11-31-23-32-0010 and is legally described on the attached Exhibit A (hereinafter "Property"); and

WHEREAS, the Property currently lies within the boundaries of the following school districts: Independent School District No. 12 (Centennial) and Independent School District No. 16 (Spring Lake Park); and

WHEREAS, the students currently residing on the Property attend the following school district: Independent School District No. 12 (Centennial); and

WHEREAS, the Owners of the Property desire to have the split parcel transferred to the following school district: Independent School District No. 12 (Centennial).

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby directs that the Anoka County Auditor issue an order transferring the split parcel to school district Independent School District No. 12 (Centennial).

BE IT FURTHER RESOLVED, that pursuant to Minn. Stat. § 123A.455, the Anoka County Auditor shall notify the affected school districts and the Commissioner of Education for the State of Minnesota of the change in school district boundaries.

Exhibit A

LOT 7 BLK 5 THE LAKES OF RADISSON 19TH ADDITION

RESOLUTION #2019-PRT9

**RESOLUTION REALIGNING A SPLIT RESIDENTIAL PARCEL
PURSUANT TO MINNESOTA STATUTES SECTION 123A.455
(Nicholas J Brula and Katherine Brula)**

WHEREAS, Minn. Stat. § 123A.455 provides that an owner of a split residential parcel may file a petition with the county auditor where the parcel is located to transfer part of the parcel into the adjoining school district so that the entire tax parcel would be located within the same school district; and

WHEREAS, pursuant to Minn. Stat. § 123A.455, within sixty (60) days of receipt of the petition, the county auditor is required to issue an order transferring the affected parcel to one school district as determined by the County Board; and

WHEREAS, on the 5th day of February 2019, the Anoka County Auditor received a petition from Nicholas J Brula and Katherine Brula, owner(s) of a split residential parcel which is identified as PIN 10-31-23-41-0092 and 11-31-23-32-0011 and is legally described on the attached Exhibit A (hereinafter "Property"); and

WHEREAS, the Property currently lies within the boundaries of the following school districts: Independent School District No. 12 (Centennial) and Independent School District No. 16 (Spring Lake Park); and

WHEREAS, the students currently residing on the Property attend the following school district: Independent School District No. 12 (Centennial); and

WHEREAS, the Owners of the Property desire to have the split parcel transferred to the following school district: Independent School District No. 12 (Centennial).

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby directs that the Anoka County Auditor issue an order transferring the split parcel to school district Independent School District No. 12 (Centennial).

BE IT FURTHER RESOLVED, that pursuant to Minn. Stat. § 123A.455, the Anoka County Auditor shall notify the affected school districts and the Commissioner of Education for the State of Minnesota of the change in school district boundaries.

Exhibit A

LOT 8 BLK 5 THE LAKES OF RADISSON 19TH ADDITION

RESOLUTION #2019-PRT10

**RESOLUTION REALIGNING A SPLIT RESIDENTIAL PARCEL
PURSUANT TO MINNESOTA STATUTES SECTION 123A.455
(Wendy Jean Ottosen and Jeffrey Scott Ottosen)**

WHEREAS, Minn. Stat. § 123A.455 provides that an owner of a split residential parcel may file a petition with the county auditor where the parcel is located to transfer part of the parcel into the adjoining school district so that the entire tax parcel would be located within the same school district; and

WHEREAS, pursuant to Minn. Stat. § 123A.455, within sixty (60) days of receipt of the petition, the county auditor is required to issue an order transferring the affected parcel to one school district as determined by the County Board; and

WHEREAS, on the 5th day of February 2019, the Anoka County Auditor received a petition from Wendy Jean Ottosen and Jeffrey Scott Ottosen, owner(s) of a split residential parcel which is identified as PIN 10-31-23-41-0093 and 11-31-23-32-0012 and is legally described on the attached Exhibit A (hereinafter "Property"); and

WHEREAS, the Property currently lies within the boundaries of the following school districts: Independent School District No. 12 (Centennial) and Independent School District No. 16 (Spring Lake Park); and

WHEREAS, the students currently residing on the Property attend the following school district: Independent School District No. 12 (Centennial); and

WHEREAS, the Owners of the Property desire to have the split parcel transferred to the following school district: Independent School District No. 12 (Centennial).

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby directs that the Anoka County Auditor issue an order transferring the split parcel to school district Independent School District No. 12 (Centennial).

BE IT FURTHER RESOLVED, that pursuant to Minn. Stat. § 123A.455, the Anoka County Auditor shall notify the affected school districts and the Commissioner of Education for the State of Minnesota of the change in school district boundaries.

Exhibit A

LOT 9 BLK 5 THE LAKES OF RADISSON 19TH ADDITION

RESOLUTION #2019-PRT11

**RESOLUTION REALIGNING A SPLIT RESIDENTIAL PARCEL
PURSUANT TO MINNESOTA STATUTES SECTION 123A.455
(Michael T Hoyhtya and Amanda L Hoyhtya)**

WHEREAS, Minn. Stat. § 123A.455 provides that an owner of a split residential parcel may file a petition with the county auditor where the parcel is located to transfer part of the parcel into the adjoining school district so that the entire tax parcel would be located within the same school district; and

WHEREAS, pursuant to Minn. Stat. § 123A.455, within sixty (60) days of receipt of the petition, the county auditor is required to issue an order transferring the affected parcel to one school district as determined by the County Board; and

WHEREAS, on the 5th day of February 2019, the Anoka County Auditor received a petition from Michael T Hoyhtya and Amanda L Hoyhtya, owner(s) of a split residential parcel which is identified as PIN 10-31-23-41-0098 and 11-31-23-32-0017 and is legally described on the attached Exhibit A (hereinafter "Property"); and

WHEREAS, the Property currently lies within the boundaries of the following school districts: Independent School District No. 12 (Centennial) and Independent School District No. 16 (Spring Lake Park); and

WHEREAS, the students currently residing on the Property attend the following school district: Independent School District No. 12 (Centennial); and

WHEREAS, the Owners of the Property desire to have the split parcel transferred to the following school district: Independent School District No. 12 (Centennial).

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby directs that the Anoka County Auditor issue an order transferring the split parcel to school district Independent School District No. 12 (Centennial).

BE IT FURTHER RESOLVED, that pursuant to Minn. Stat. § 123A.455, the Anoka County Auditor shall notify the affected school districts and the Commissioner of Education for the State of Minnesota of the change in school district boundaries.

Exhibit A

LOT 14 BLK 5 THE LAKES OF RADISSON 19TH ADDITION

RESOLUTION #2019-PRT12

**RESOLUTION REALIGNING A SPLIT RESIDENTIAL PARCEL
PURSUANT TO MINNESOTA STATUTES SECTION 123A.455
(David M Gray and Kala M Gray)**

WHEREAS, Minn. Stat. § 123A.455 provides that an owner of a split residential parcel may file a petition with the county auditor where the parcel is located to transfer part of the parcel into the adjoining school district so that the entire tax parcel would be located within the same school district; and

WHEREAS, pursuant to Minn. Stat. § 123A.455, within sixty (60) days of receipt of the petition, the county auditor is required to issue an order transferring the affected parcel to one school district as determined by the County Board; and

WHEREAS, on the 5th day of February 2019, the Anoka County Auditor received a petition from David M Gray and Kala M Gray, owner(s) of a split residential parcel which is identified as PIN 09-31-23-14-0133, 10-31-23-32-0024 and 10-31-23-23-0096 and is legally described on the attached Exhibit A (hereinafter "Property"); and

WHEREAS, the Property currently lies within the boundaries of the following school districts: Independent School District No. 11 (Anoka-Hennepin) and Independent School District No. 16 (Spring Lake Park); and

WHEREAS, the students currently residing on the Property attend the following school district: N/A; and

WHEREAS, the Owners of the Property desire to have the split parcel transferred to the following school district: Independent School District No. 16 (Spring Lake Park).

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby directs that the Anoka County Auditor issue an order transferring the split parcel to school district Independent School District No. 16 (Spring Lake Park).

BE IT FURTHER RESOLVED, that pursuant to Minn. Stat. § 123A.455, the Anoka County Auditor shall notify the affected school districts and the Commissioner of Education for the State of Minnesota of the change in school district boundaries.

Exhibit A

LOTS 1A & 1B BLOCK 1 THE LAKES OF RADISSON 5TH ADDITION, CIC No 168

**ANOKA COUNTY PUBLIC SAFETY COMMITTEE REPORT
FOR THE MARCH 26, 2019, COUNTY BOARD MEETING**

The Public Safety Committee meeting was held on March 19, 2019, at 10:30 a.m. at the Anoka County Government Center, Master Conference Room #772, 2100 3rd Avenue, Anoka, Minnesota.

Committee Members Present: Commissioner Julie Braastad, Chair
Commissioner Scott Schulte, Vice Chair
Commissioner Robyn West

Others Present: Commissioner Mandy Meisner; Jerry Soma, County Administrator; Dee Guthman, Deputy County Administrator; Sheriff James Stuart; Deputy Sheriff Kevin Halweg; Commander Bryon Fuerst; Valerie Sprynczynatyk, PSAP/911 Manager; Emergency Management Director Terry Stoltzman; Wes Volkenant; Brenda Vetter, Principal Administrative Assistant

Action

Sheriff

- *1. The committee recommends the county board adopt Resolution #2019-PS03, Accepting Dedicated Donation from Canine Wounded Heroes. *See attached* resolution.

Information

County Administration

2. The committee considered for informational purposes information on the increased cost for jail food services in 2019.

Central Communications

3. The committee considered for informational purposes that the Radio User Guide has been updated; a supervisor is now on duty in the dispatch center 24/7; the status of new hires and positions to be filled; and Anoka County is an early-adopter of Rapid SOS to facilitate triangulation on calls from cell phones.
4. The committee considered for informational purposes that Lead Dispatcher Renee Hanck will be travelling to Arlington Heights, IL to attend CIT Concepts for 9-1-1 on September 11, 2019, with an estimated cost of \$671.00.

Emergency Management

5. The committee considered for informational purposes that the following Emergency Management travel/trainings will occur:
 - a. Emergency Management Specialist Jordan Young will be travelling to Camp Ripley, MN to attend PDS-0241 Decision Making and Problem Solving and PDS-0242 Effective Communication on March 12, 2019, with an estimated cost of \$30.00.
 - b. Emergency Management Coordinator Ryan Kelzenberg and Emergency Management Specialist Dave Healy will be travelling to Camp Ripley, MN to attend G-0393 Hazard Mitigation for Emergency Managers on April 17 - 18, 2019, with an estimated cost of \$60.00.
 - c. Emergency Management Coordinator Ryan Kelzenberg will be travelling to Camp Ripley, MN to attend G-0358 Evacuation and Re-Entry planning Course on May 15 - 16, 2019, with an estimated cost of \$30.00.
6. The Committee considered for informational purposes that Emergency Management will be entering into Contract #C0007087 with Federal Signal for professional services to complete an Outdoor Warning Siren Site Study and Acoustic Study in the amount of \$36,500.00.

Other

7. The committee received an update on current and projected flooding locally and statewide.
8. The committee considered for informational purposes the following from the Sheriff's Office:
 - a. Their 8th Polar Plunge on Crooked Lake raised over \$150,000 for the Special Olympics.
 - b. Sheriff James Stuart is running for the position of Sergeant-at-Arms for the National Sheriff's Association.
 - c. Heroes Walk 4 Women (formerly Walk a Mile in Her Shoes) will be on Saturday, May 18, 2019, at the Anoka City Hall Plaza to raise funds for Alexandra House.
9. The committee considered for informational purposes that Emergency Management has received a grant from the State of Minnesota and will be bringing it forward at a future Public Safety Committee meeting.
10. The committee discussed the timing of the next Sheriff's Office Open House and how the county coordinates with cities, watershed districts and other entities to manage flooding in response to questions/comments by Wes Volkenant.

The next Public Safety Committee meeting is scheduled for Tuesday, April 16, 2019, at 10:30 a.m. at the Anoka County Government Center, Master Conference Room #772, 2100 3rd Avenue, Anoka, MN.

RESOLUTION #2019-PS03

**ACCEPTING DEDICATED DONATION
FROM CANINE WOUNDED HEROES**

WHEREAS, Canine Wounded Heroes, has offered to donate two K9 ballistic vests to the County of Anoka on behalf of the Anoka County Sheriff's Office and its Canine Program. The vests will be provided to our two newest canines: Diesel and Eli. The value of each vest is \$1,700; and,

WHEREAS, Minnesota Statute § 465.03 requires a county to accept the gifts 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 gifts from Canine Wounded Heroes and extends its grateful appreciation.

RESOLUTION #2019-30

**THE HIRING PROCESS FOR THE
COUNTY ADMINISTRATOR POSITION - INTERNAL**

WHEREAS, Anoka County operates under a County Administrator plan pursuant to Minn. Stat. 375A.01, subd. 2(4); and,

WHEREAS, Minn. Stat. §375A.06, subd. 1 provides that the administrator “shall be chosen on the basis of training, experience, and administrative qualities;” and,

WHEREAS, on May 1, 2019, the position of Anoka County Administrator will be vacant due to the retirement of Jerry Soma:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners agrees to conduct an internal search for qualified candidates for the position of county administrator. This internal search will include a job posting lasting 30 days using procedures currently used by Anoka County Employee Relations. At the end of the 30-day period the Board will choose at least two candidates to interview. After the interviews, the Board will meet to select a new county administrator.

RESOLUTION #2019-31

**APPOINTMENT OF THE POSITION OF THE
COUNTY ADMINISTRATOR FOR ANOKA COUNTY**

WHEREAS, the existing County Administrator has submitted their retirement resignation date of May 1, 2019. Thus, leaving a vacancy for the County Administrator position effective May 2, 2019; and,

WHEREAS, Rhonda Sivarajah has been a part of Anoka County since December 1990. She was initially hired as a financial worker and then was promoted to that of supervisor. On January 7, 2003, Rhonda Sivarajah was elected as a member of the Anoka County Board of Commissioners. On January 2011 was elected to be chair of the county board and has remained in that position ever since; and,

WHEREAS, in the course of her duties in past years, Rhonda Sivarajah has been involved in numerous workgroups, committees and task forces within the county and the state level. She has not only been a member of the workgroups but has been a leader in many areas throughout her career; and,

WHEREAS, Rhonda Sivarajah has a wealth of experience, knowledge, skills, and leadership abilities that would make her uniquely qualified for the position of County Administrator:

THEREFORE, BE IT RESOLVED that Rhonda Sivarajah be appointed the County Administrator of Anoka County effective May 2, 2019, and the employment contract (#C0007121) for the County Administrator position is hereby approved.

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

March 26, 2019

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
Application For Destroyed By Fire			
<u>City of Blaine</u>			
Thomas & Keri Clark	R22 31 23 32 0112		
3248 117th Lane NE	3248 117th Lane NE	2018	3rd
Blaine MN 55449-	Blaine MN 55449		West

Reason: Destroyed by fire. Tax capacity reduced from 6645 to 3643. Total tax reduced from \$8806.28 to \$4856.48.

<u>City of Centerville</u>			
David & Patricia Downing	R14 31 22 43 0033		
1876 Prairie Dr	1876 Prairie Dr	2018	6th
Centerville MN 55038-	Centerville MN 55038		Sivarajah

Reason: Destroyed by fire. Tax capacity reduced from 2033 to 611. Total tax reduced from \$3212.96 to \$1001.76

<u>City of Ramsey</u>			
Percy & Diane Girdler	R16 32 25 33 0017		
7820 158th Ave NW	7820 158th Ave NW	2017	1st
Ramsey MN 55303-	Ramsey MN 55303		Look

Reason: Destroyed by fire. Tax capacity reduced from 1835 to 1713. Total tax reduced from \$2334.07 to \$2183.77.

Percy & Diane Girdler	R16 32 25 33 0017		
7820 158th Ave NW	7820 158th Ave NW	2018	1st
Ramsey MN 55303-	Ramsey MN 55303		Look

Reason: Destroyed by fire. Tax capacity reduced from 2064 to 724. Total tax reduced from \$2659.44 to \$990.28.

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
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Application For Homestead

City of Anoka

Michael Kasten	R06 31 24 13 0082		
2816 7th Ave	2816 7th Ave	2018	7th
Anoka MN 55303-	Anoka MN 55303		Schulte

Reason: Failed to File. Tax capacity reduced from 1338 to 1086. Total tax reduced from \$1665.38 to \$1421.42.

City of Blaine

Justin Havelka	R07 31 23 14 0067		
1009 122nd Ave NE	1009 122nd Ave NE	2018	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Failed to File. Tax capacity reduced from 1332 to 1079. Total tax reduced from \$1645.05 to \$1402.58.

Brett Maxey	R30 31 23 14 0009		
9807 Able St NE	9807 Able St NE	2018	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Failed to File. Tax capacity reduced from 2091 to 1907. Total tax reduced from \$3474.91 to \$3259.51.

Youssef Kabore	R32 31 23 34 0038		
8544 Lincoln St NE	8544 Lincoln St NE	2018	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Failed to File. Tax capacity reduced from 2207 to 2033. Total tax reduced from \$2959.57 to \$2753.88.

City of Columbia Heights

Samuel Schaust	R26 30 24 34 0135		
4518 6th St NE	4518 6th St NE	2018	4th
Columbia Heights MN 55421-	Columbia Heights MN 55421		Meisner

Reason: Failed to File. Tax capacity reduced from 1708 to 1489. Total tax reduced from \$2625.81 to \$2325.99.

ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

March 12, 2019

Chair Sivarajah 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 Rhonda Sivarajah
 District #7 Scott Schulte

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

* * * * *

Commissioner Braastad made motion approving the review of checks issued from the Finance and Central Services Division and warrants from the Human Services Division, as shown in Appendices A and B. (Appendices are on file in the County Administration Office.) Commissioner West seconded the motion. Motion carried unanimously.

* * * * *

Commissioner Schulte made motion approving the minutes from the February 26, 2019, Anoka County board meeting. Commissioner Gamache seconded the motion. Motion carried unanimously.

* * * * *

Commissioner West presented the Management Committee report from the meeting of February 26, 2019.

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

A. Restructure/Fill - Human Services/Public Health and Environmental Services, effective March 12, 2019 - vacancies due to transfer of Lisa Risse effective June 8, 2018, and resignation of Kayla Skeate effective May 31, 2018.

FROM: .6 FTE Public Health Nurse - Grade C012. PC#2017003227
 .6 FTE Public Health Nurse - Grade C012. PC#2017003228

TO: 1.0 FTE Public Health Nurse - Grade C012, PC#2017003227

NOTE: PC#2017003228 and remaining .2 FTE are eliminated.

B. Restructure/Fill - Human Services/Social Services, effective March 12, 2019 - vacancy due to retirement of Louise Troyer effective January 31, 2019. PC#1992001267

FROM: .75 FTE Public Health Nurse - Grade C012

TO: 1.0 FTE Social Worker - Grade C012

NOTE: The cost of increasing the FTE will be offset by the restructure of PC#2002002236 from .5 FTE Social Worker, Grade C012, to .5 FTE Case Aide Specialist, Grade B010.

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

* * * * *

Commissioner Schulte presented the Transportation Committee Chair report.

Highway

1. Commissioner Sivarajah offered the following resolution (replacing Resolution #2019-25) and moved its adoption:

RESOLUTION #2019-29

LRIP GRANTEE RESOLUTION APPROVING GRANT AGREEMENT FOR AGREEMENT TO STATE TRANSPORTATION FUND (LOCAL ROAD IMPROVEMENT PROGRAM BONDS) SAP 002-654-003/SAP 002-654-004 (CONTRACT #C0006563)

WHEREAS, Anoka County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of and right-of-way acquisition for the realignment of CSAH 54 (West Freeway Drive) in the city of Columbus; and,

WHEREAS, the Commissioner of Transportation has given notice that the funding for this Local Road Improvement Project is available; and,

WHEREAS, Anoka County plans to use \$2,275,128.99 of said funds for construction and right-of-way acquisition for the realignment of CSAH 54 in association with the CSAH 23 improvements in the city of Columbus:

NOW, THEREFORE, BE IT RESOLVED that Anoka County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes Section 174.50, subdivision 5, clause (2), and will pay an additional amount by which the costs exceed the estimate, and will return to Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement, and any amendments thereto, with the Commissioner of Transportation concerning the above-referenced grant.

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

2. Commissioner Schulte made motion postponing until the next regular board meeting awarding Contract #C0007088 to North Pine Aggregate, Inc. Commissioner Look seconded the motion. Motion carried unanimously.

Commissioner Gamache presented the Parks Committee Chair report.

1. Commissioner Sivarajah made motion approving Anoka County Contract #C0007086 for a 3-year Lease/Purchase Agreement with Versatile Vehicles, Inc., in the amount of \$38,000 annually for golf carts at Chomonix Golf Course, subject to review by the county attorney as to form and legality. Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

The county board meeting was adjourned at 9:36 a.m.

ATTEST:

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

By: _____
Dee Guthman
Deputy County Administrator

By: _____
Rhonda Sivarajah, its Chair

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