

# ANOKA COUNTY BOARD AGENDA

FOR THE MAY 28, 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 May 14, 2019, county board meeting.
7. Chair's remarks.
  - A. Consider, for informational purposes, recognition of the Well@Work staff.
  - B. Consider, for informational purposes, a report on Anoka County Law Day 2019.
8. Committee reports.
  - A. Management Committee report.
  - B. Transportation Committee report.
  - C. Human Services Committee report.
  - D. Information Technology Committee report.
  - E. Property Records and Taxation Committee Chair report.
  - F. Public Safety Committee report.
  - G. Public Safety Committee Chair report.
9. **Public hearing** – to obtain comments concerning Anoka County user fees. **See attached** public hearing notice.
  - A. Consider Resolution #2019-65, Relating To Fees For Various County Services, Including Fees Related To Permits And Licenses And Sales Of Materials To The Public And Other Government Agencies. **See attached** resolution.
10. Consider approving Contract #C0007289, for Anoka County property insurance from Chubb Group through Arthur J. Gallagher, 3600 American Boulevard West, Suite 500, Bloomington, MN 55431, for a policy term of June 1, 2019 to June 1, 2020, for a premium of \$357,422. **See attached** action item worksheet.

11. Committee appointments:
  - A. Consider reappointing Judge Dyanna Street, Judicial Representative, to the Community Corrections Advisory Board for a two-year term ending May 2021. **See attached** background and committee application.
  - B. Consider appointing Bukola Oriola of The Enitan Story to the Anoka County Children and Family Council as a Community Agency Representative for a term ending May 31, 2022. **See attached** background and committee application.

## ANOKA COUNTY

### MANAGEMENT COMMITTEE REPORT

FOR THE MAY 28, 2019, COUNTY BOARD MEETING

The Management Committee meeting was held on May 14, 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; Jerry Soma, County Administrator; Marcy Crain, Chief Deputy County Attorney; John Lenarz, License and Passport Centers Manager; Dee Guthman, Deputy County Administrator; Cory Kampf, Finance and Central Services Division Manager; Andrew Dykstra, Facilities Management and Construction Director; Susan Vreeland, Information Technology Director; Patricia Hetrick, Budget Director; Coleen Carlson, Accountant II; John Murphy, Law Library Director; Teresa Swoyer, Administrative Coordinator; Peter Bodley, ABC Newspapers; Hannah Covington, Star Tribune; and citizens DeeAnn Christensen, Luanne Koskinen, Mel Aanerud, Karen Varian, Cindy Ruyter, Ross Meisner, Avonna Starck, Brian Fitzgerald, William Erhart, Wes Volkenant, Jerry Etesse, Susan Anderson, and Kay McCulley.

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

#### \*Action Items

1. The Management Committee recommends approving the following personnel transaction:
  - A. New/Restructure - Law Library - PC#2018003294 - effective May 28, 2019. (Incumbent is Emmalie Brudzinski.)  
**FROM:** .5 FTE Law Library Clerk - Grade A007, range \$14.96 to \$23.03 per hour  
**TO:** .6 FTE Law Library Clerk - Grade A007, range \$14.96 to \$23.03 per hour  
**See attached** position action form.

\*Requires board approval.

#### Information Items

2. 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.

3. The Management Committee recommended approving the following personnel transaction:

A. New/Restructure/Fill - Attorney's Office - effective May 14, 2019 - vacancy due to termination effective April 30, 2019. PC#2017003221

**FROM:** .725 FTE Assistant County Attorney I - Grade C013, range \$25.68 to \$42.61 per hour

**TO:** 1.0 FTE Assistant County Attorney I - Grade C013, range \$25.68 to \$42.61 per hour

**This matter was referred directly to the county board for action at their meeting of May 14, 2019.**

4. The Management Committee approved the following personnel transaction:

A. Restructure/Fill - Administration/License & Passport Services - Grade B009, range \$17.45 to \$26.57 per hour - effective May 14, 2019.

**FROM:** .5 FTE Passport Acceptance Specialist - PC#2013003013 (Incumbent is Marcia Nielsen.)

and

.5 FTE Passport Acceptance Specialist - vacancy due to resignation effective March 7, 2018 - PC#2014003039

and

.5 FTE Passport Acceptance Specialist - vacancy due to resignation effective April 19, 2019 - PC#2014003040

and

.5 FTE Passport Acceptance Specialist - PC#2014003041 Incumbent is Jessica Pearson.)

and

.5 FTE Passport Acceptance Specialist - PC#2016003135 (Incumbent is Tasha Rodriguez.)

and

.5 FTE Passport Acceptance Specialist - vacancy due to resignation effective April 13, 2019 - PC#2016003136

**TO:** .6 FTE Passport Acceptance Specialist - PC#2013003013  
.6 FTE Passport Acceptance Specialist - PC#2014003039  
.6 FTE Passport Acceptance Specialist - PC#2014003040  
.6 FTE Passport Acceptance Specialist - PC#2014003041  
.6 FTE Passport Acceptance Specialist - PC#2016003135

**NOTE:** PC#2016003136 to be eliminated.

5. DeeAnn Christensen, Luanne Koskinen, Mel Aanerud, Karen Varian, Cindy Ruyter, Ross Meisner, Avonna Starck, Brian Fitzgerald, William Erhart, Wes Volkenant, Jerry Etesse, Susan Anderson, and Kay McCulley offered comments on the appointment of the county administrator at today's county board meeting. Brian Fitzgerald offered written comments/questions for the record. Comments/questions are on file in Administration.

**ANOKA COUNTY**

**CONSENT ITEMS**

FROM THE MAY 14, 2019, MANAGEMENT COMMITTEE MEETING

1. Reclassifications as recommended by the Employee Relations director. **See attached** dated May 14, 2019.
2. Travel requests at the request and recommendation of the respective department heads in accordance with the Travel and Expense Policies:
  - A. Steve Schmidt, Lead Network Engineer - Administration/Information Technology - to attend Cisco Live - San Diego, CA - 5 days, June 2019 - costs to include \$2,795 registration (paid for with vendor credits), \$870 lodging, \$320 per diem, \$487 airfare, \$39 ground transportation, and \$75 parking.
  - B. Loren Lantz, Converged Systems Engineer - Administration/Information Technology - to attend Configuring BIG-IP APM: Access Policy Manager - On Site training - 3 days, May 2019 - costs to include \$2,807 registration.
  - C. Jeff Perry, Parks Director - Administration/Parks - to attend National Association of County Park and Recreation Officials (NACPRO) Summer Board Meeting/Awards Banquet, Park Tour/Workshop - Castle Rock, CO - 5 days, June 2019 - costs to include \$175 registration, \$553 lodging, \$248 per diem, \$228 airfare, \$174 ground transportation, and \$64 parking.
  - D. Tyler Oestreich, Veteran Services Officer - 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, \$35 mileage, \$1,043 lodging, \$495 per diem, \$500 airfare, \$50 ground transportation, and \$100 parking.
  - E. Meghan Mathson, TMO Coordinator - Transportation/Transit - to attend Association of Transportation International Conference - New York, NY - 5 days, August 2019 - costs, which are 100% funded by Congestion Mitigation and Air Quality Improvement Program (CMAQ) grant, to include \$1,095 registration, \$44 mileage, \$1,248 lodging, \$226 per diem, \$249 airfare, and \$68 ground transportation.

**Employee Relations Department  
Recommendations for Reclassification**

<b>Incumbent</b>	<b>Present Title</b>	<b>Proposed Title</b>	<b>Present Grade Level</b>	<b>Approved Grade Level</b>	<b>Department</b>	<b>Effective Date</b>
Tony Portesan	Recreation Services Coordinator	Recreation Facilities Supervisor	11	13	Parks	05/25/2019
Ami Acker	Office Support Assistant	Facilities Access Coordinator	7	9	Facilities	05/25/2019

# POSITION ACTION FORM

Revised 01/2018

<b>Department:</b> Law Library		
<b>Position effective date:</b> <b>06/08/2019</b>	<b>Management Committee meeting date:</b> <b>05/14/2019</b>	<b>Board meeting date:</b> <b>05/28/2019</b>

**Action requested:** Increase FTE of Law Library Clerk PC# 2018003294 from .5 FTE to .6 FTE. Incumbent is Emmalie Brudzinski.

**Background:** Current staffing levels do not allow for two staff members to be regularly scheduled during all library hours. This will allow adequate staffing to serve the needs of the public.

**Recommendations:** Increase FTE of Law Library Clerk PC# 2018003294 from .5 FTE to .6 FTE. Approved by Law Library Board April 25, 2019.

<b>Funding source:</b>	<b>Budget adjustment current year</b>	<b>Budget adjustment future years</b>
Current budget	\$0.00	\$0.00

**Funding description:** Current budget.

<b>Submitted by:</b> John T. Murphy, Law Library Director	<b>Date submitted:</b> 05/03/2019
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**TRANSPORTATION COMMITTEE REPORT  
FOR THE MAY 28, 2019  
COUNTY BOARD MEETING**

The Transportation Committee meeting was held on Monday, May 20, 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, Amy Honer, Jill Kent  
Others Present: Commissioner Mandy Meisner; Jerry Soma, County Administrator;  
Christine Carney, Asst. County Attorney; Wes Volkenant, Andover  
Citizen

**ACTION ITEMS**

**Highway**

- \*1. The committee recommends approval of Resolution #2019-TR14, authorizing the County Engineer to acquire the property at 498 Birch Street (PID #29-31-22-33-0002), in connection with Project SAP 002-634-003, the reconstruction of CSAH 34 (Birch Street) from Ware Road to West Shadow Lake Drive, within the City of Lino Lakes.
- \*2. The committee recommends approval to enter a Programmatic Maintenance Agreement with the Rice Creek Watershed District (RCWD), for the maintenance of the stormwater facilities constructed under Project CP 19-01-00 (subproject SAP 002-634-004), the reclaim and overlay of CSAH 34 (Birch Street) from Deerwood Lane to CSAH 21 (Centerville Road) in the City of Lino Lakes; and authorizing the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.
- \*3. The committee recommends award of Contract #C0007265 to North Valley, Inc., in the amount of \$10,017,913.48, for Project CP 19-01-00, the County-Wide Overlay Program in the Cities of Andover, Columbia Heights, Columbus, Coon Rapids, East Bethel, Fridley, Ham Lake, Lino Lakes and St. Francis.
- \*4. The committee recommends award of Contract #C0007266 to the certified low bidder for Project CP 19-02-00, the County-Wide Crack Sealing Program in the Cities of Andover, Anoka, Blaine, Circle Pines, Columbia Heights, Columbus, Coon Rapids, East Bethel, Fridley, Ham Lake, Lino Lakes, Nowthen, Oak Grove, Ramsey and St. Francis. Bids will be opened on Friday, May 24, 2019. Bid results will be available at the Board meeting.
- \*5. The committee recommends award of Contract #C0007267 to Forest Lake Contracting, Inc., in the amount of \$2,078,069.90, for Project S.P. 002-614-045, the reconstruction of CSAH 14 (125<sup>th</sup> Avenue NE) from CSAH 17 (Lexington Avenue NE) to Opal Street NE, in the City of Blaine.

Transportation Committee Report  
for the May 28, 2019 County Board Meeting  
Page Two

INFORMATION ITEMS

Highway

6. The committee authorized the County Engineer to negotiate a Joint Powers Agreement (#C0007258) with the City of Ramsey and Anoka-Hennepin Independent School District No. 11 (ISD 11), for the installation of a new traffic control signal system at the intersection of 170<sup>th</sup> Avenue NW and CSAH 5 (Nowthen Boulevard NW) in the City of Ramsey.
7. Review Transportation Division agreements executed since last meeting.
8. Review Corridor Updates and Project Progress.
9. The committee received a question from Wes Volkenant, Andover Citizen, regarding the impacts a gas tax would have on the projects that are currently being worked on, and if it would cause delays.



# ANOKA COUNTY BOARD ACTION ITEM

May 20, 2019

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval of Resolution #2019-TR14, authorizing the County Engineer to acquire the property at 498 Birch Street (PID #29-31-22-33-0002), in connection with Project SAP 002-634-003, the reconstruction of CSAH 34 (Birch Street) from Ware Road to West Shadow Lake Drive, within the City of Lino Lakes.</i>
BACKGROUND	<p><i>The parcel mentioned above is located within the limits of the upcoming CSAH 34 (Birch Street) reconstruction project between Ware Road and West Shadow Lake Drive in the City of Lino Lakes.</i></p> <p><i>At this point, plan preparation for improvements along Birch Street has just begun. However, it is evident that acquisition of this property would provide opportunities to combine and reduce the number of access points along Birch Street, as well as provide opportunities for storm sewer treatment ponds.</i></p> <p><i>The property is currently on the market for approximately \$79,000, and the current estimated market value is approximately \$72,500. Any offer would be based on an appraised value. We intend to purchase this project through direct negotiation. If we cannot reach an agreed upon fair price, we will not purchase said parcel.</i></p>
PREVIOUS ACTION TAKEN	<p><i>5/14/18 – authorization to acquire the property at 509 Birch Street (PID #29-31-22-31-0006)</i></p>
COMMENTS	<p><i>Because we intend to purchase this property via agreeable negotiations, no eminent domain action is included in this resolution.</i></p>
RECOMMENDATIONS	<p><i>Approval</i></p>

**RESOLUTION #2019-TR14**

**AUTHORIZING ACQUISITION OF RIGHT-OF-WAY  
FOR ANOKA COUNTY HIGHWAY PROJECT SAP 002-634-003**

WHEREAS, the Anoka County Highway Department proposes to reconstruct CSAH 34 (Birch Street) between Ware Road and West Shadow Lake Drive in the City of Lino Lakes, which project is numbered SAP 002-634-003 (hereinafter "Project"); and,

WHEREAS, the Project work consists of grading, aggregate base, bituminous surfacing, drainage, curb & gutter and signage, and associated improvements on CSAH 34 to provide for the safety of the traveling public; and,

WHEREAS, in addition to the existing easements, certain land and interests therein are required to construct the Project; and,

WHEREAS, the land and interests therein which are needed to construct the Project are described in Exhibit "A", which is attached hereto (hereinafter "New Right of Way"); and,

WHEREAS, the Anoka County Board of Commissioners desire to begin construction of the Project in the Summer of 2021; and,

WHEREAS, to begin construction of the Project in the Summer of 2021, the County will require title and possession of the New Right of Way prior to the filing of an award by the court appointed commissioners pursuant to the provisions of Minn. Stat. § 117.042; and:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby authorizes the County Highway Engineer to proceed to acquire the New Right of Way in accordance with Minnesota Statutes.

Resolution #2019-TR14

**Exhibit A**

Lot 1, Block 1, Shenandoah  
As known as 498 Birch Street, Lino Lakes, MN 55014  
Pin #29-31-22-33-0002



# ANOKA COUNTY BOARD INFORMATION ITEM

May 20, 2019

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval to enter a Programmatic Maintenance Agreement with the Rice Creek Watershed District (RCWD), for the maintenance of the stormwater facilities constructed under Project CP 19-01-00 (subproject SAP-002-634-004), the reclaim and overlay of CSAH 34 (Birch Street) from Deerwood Lane to CSAH 21 (Centerville Road) in the City of Lino Lakes; and authorizing the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.</i>
BACKGROUND	<p><i>Maintenance agreements are required for all projects that trigger permitting within the Rice Creek Watershed District (RCWD).</i></p> <p><i>Over the past few years, we have executed several of these agreements for various projects within the RCWD. In an effort to make the permitting process more efficient, Anoka County Highway Department staff recently met with staff at the RCWD district to develop a programmatic agreement. The proposed agreement would memorialize the current and future responsibility of maintenance obligations associated with projects within RCWD.</i></p> <p><i>Anoka County will meet its perpetual maintenance obligations by executing the attached programmatic maintenance agreement with the District.</i></p>
PREVIOUS ACTION TAKEN	<p><i>2/19/19 – authorization to advertise for bids</i></p> <p><i>4/15/19 – authorization to enter JPA with City of Fridley for new sidewalk installation along East River Road between 57<sup>th</sup> Avenue and 61<sup>st</sup> Way</i></p>
COMMENTS	<i>Copies of the Programmatic Maintenance Agreement will be available at the Transportation Committee meeting.</i>
RECOMMENDATIONS	<i>Approval</i>

**PROGRAMMATIC STORMWATER MANAGEMENT FACILITY  
MAINTENANCE AGREEMENT**

**Rice Creek Watershed District and  
Anoka County**

This Agreement is by and between the Rice Creek Watershed District, a special purpose unit of government with powers set forth in Minnesota Statutes Chapters 103B and 103D (RCWD), and County of Anoka, a political subdivision of the State of Minnesota (COUNTY).

**Recitals**

WHEREAS pursuant to Minnesota Statutes § 103D.345, the RCWD has adopted and implements Rule C, Stormwater Management Plans;

WHEREAS under Rule C, certain land development activity requires a landowner to record a declaration establishing the landowner's perpetual obligation to inspect and maintain stormwater management facilities;

WHEREAS a public landowner may memorialize its obligations in an unrecorded written agreement with the RCWD instead of a recorded instrument;

WHEREAS from time to time COUNTY is subject to stormwater facility maintenance requirements pursuant to the terms of an RCWD permit;

WHEREAS the COUNTY, as a Municipal Separate Storm Sewer System (MS4), is obligated to inspect and maintain its stormwater management facilities in accordance with the terms of a Clean Water Act permit administered by the Minnesota Pollution Control Agency, and the parties desire to promote consistency in facility management requirements consistent with RCWD authority to set requirements necessary to meet its rules; and

WHEREAS the RCWD and COUNTY concur that it is more effective and procedurally more efficient for the RCWD and COUNTY to agree on standard requirements for stormwater facility inspection and maintenance, and to memorialize these requirements in this Agreement for incorporation into future permits.

**THEREFORE:**

1. COUNTY agrees to inspect and maintain all stormwater best management practices (BMPs), owned by the County that have been permitted by the RCWD under Rule C as follows:
  - a. Outfalls, sediment basins, retention/detention ponds will be inspected at least once every five years. If warranted by required sediment removal or maintenance needs, inspections will be conducted at a greater frequency.
  - b. Structural stormwater management facilities including, but not limited to, grit chambers, sump catch basins, sump manholes and appurtenant conveyances, as well as infiltration and biofiltration BMPs including, but not limited to, vegetated swales, rain gardens and filtration

features, will be inspected annually to ensure structural integrity, proper function and treatment effectiveness. If, after the first two annual inspections, maintenance or sediment removal is not required then the frequency will be reduced to once every two (2) years. Should a subsequent inspection indicate the need for sediment removal or maintenance, the inspection schedule will revert to annual inspections following the completion of the maintenance work. If, after the first two post-maintenance annual inspections, no additional maintenance or sediment removal is required, then the inspection frequency will be reduced to once every two (2) years.

c. Proprietary devices will be inspected per manufacturer/installer recommendations, and at least annually.

d. All inspections will occur at a time that allows the COUNTY to determine if the facility is functioning as designed.

e. In addition, the COUNTY will respond promptly to notice from the RCWD that a facility may require inspection or maintenance. Within one month of notice, COUNTY will inspect and advise the RCWD on the results of the inspection.

2. COUNTY will maintain, repair or replace BMPs when inspection indicates this is necessary to restore design performance. Maintenance necessity will be as recommended in Minnesota Stormwater Manual guidance. COUNTY will complete work within six (6) months of inspection, except that periodic sediment removal from basins will be completed within eighteen (18) months of inspection. Alternatively, an RCWD-approved maintenance schedule may be used as a work timeline.

3. COUNTY will submit a copy of its MS4 permit annual report to the RCWD at the same time that it is required to be submitted to the MPCA, with any supplement as needed to briefly describe dates, locations and descriptions of inspection and maintenance activities.

4. RCWD permits for specific projects may contain additional inspection and maintenance conditions as the RCWD may find warranted under the circumstances of a specific permit.

5. This Agreement may be amended only in a writing signed by the parties.

6. This Agreement is in force for five years from the date on which it is fully executed and will renew automatically for five-year terms unless terminated. Either party may terminate the Agreement on 30 days' written notice to the other. The terms of this Agreement are incorporated into any future permit issued to the COUNTY by explicit reference to this Agreement under the maintenance conditions of that permit.

7. The recitals above are incorporated as a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

**RICE CREEK WATERSHED DISTRICT**

By \_\_\_\_\_ Date:  
(Print name:)  
Its

*Approved as to form and execution*

By \_\_\_\_\_  
Its Attorney

**ANOKA COUNTY**

By: \_\_\_\_\_  
Rhonda Sivarajah, Chair  
Anoka County Board of Commissioners

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Jerry Soma  
County Administrator

Dated \_\_\_\_\_



# ANOKA COUNTY BOARD ACTION ITEM

May 20, 2019

## TRANSPORTATION DIVISION

<b>ACTION REQUESTED</b>	<i>Consider recommending award of Contract #C0007265 to the certified low bidder for Project CP 19-01-00, the County-Wide Overlay Program in the Cities of Andover, Columbia Heights, Columbus, Coon Rapids, East Bethel, Fridley, Ham Lake, Lino Lakes and St. Francis.</i>
<b>BACKGROUND</b>	<i>The May 21, 2019 bid opening date exceeds the submittal date for the May 20, 2019 Transportation Committee package. To complete this project in 2019, work must begin as soon as possible. Therefore, bid results will be made available at the County Board Meeting.</i>
<b>PREVIOUS ACTION TAKEN</b>	<i>02/19/19 – Authorization to advertise for bids for Project CP 19-01-00, the 2019 County-Wide Overlay Program.</i>
<b>COMMENTS</b>	
<b>RECOMMENDATIONS</b>	<i>Approval of the low bidder</i>



# Anoka County

## TRANSPORTATION DIVISION

Highway

Douglas W. Fischer, PE  
County Engineer

### RECOMMENDATION TO AWARD

TO: Douglas W. Fischer, P.E. Anoka County Engineer

FROM: Harry Grams, Anoka County Construction Engineering Supervisor

DATE: May 21, 2018

SUBJECT: Project C.P. 19-01-00  
Bid Summary

Based on their low bid, it is recommended that Anoka County Award Contract #C0007265 to North Valley, Inc. for Anoka County Project C.P. 19-01-00, the County Wide Overlay Program in the Cities of Andover, Columbia Heights, Columbus, Coon Rapids, East Bethel, Fridley, Ham Lake, Lino Lakes and St. Francis.

Bid Summary:	Bid Price:
<b>North Valley, Inc.</b>	<b>\$10,017,913.48</b>

Engineer's Estimate	\$9,562,717.19
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### **ACTION ITEM FOR COUNTY BOARD MEETING AGENDA AND BOARD APPROVAL SCHEDULED FOR MAY 28<sup>th</sup>, 2019.**

Recommend to award Contract No. C0007265 to North Valley, Inc. for Anoka County Construction Project C.P. 19-01-00 in Anoka County. Award is based on North Valley's low bid of \$10,017,913.48.

Our Passion Is Your Safe Way Home

1440 Bunker Lake Boulevard N.W. ▲ Andover, MN 55304-4005  
Office: 763-324-3100 ▲ Fax: 763-324-3020 ▲ www.anokacounty.us/highway

Affirmative Action / Equal Opportunity Employer



# ANOKA COUNTY BOARD ACTION ITEM

May 20, 2019

## TRANSPORTATION DIVISION

<b>ACTION REQUESTED</b>	<i>Consider recommending award of Contract #C0007266 to the certified low bidder for Project CP 19-02-00, the County-Wide Crack Sealing Program in the Cities of Andover, Anoka, Blaine, Circle Pines, Columbia Heights, Columbus, Coon Rapids, East Bethel, Fridley, Ham Lake, Lino Lakes, Nowthen, Oak Grove, Ramsey and St. Francis.</i>
<b>BACKGROUND</b>	<i>The May 21, 2019 bid opening date exceeds the submittal date for the May 20, 2019 Transportation Committee package. Because roadway cracks are at their maximum opening from the winter season, placing the sealing material late in the spring season allows the material to perform at its optimum. Thus, work must begin as soon as possible. Therefore, bid results will be made available at the County Board Meeting.</i>
<b>PREVIOUS ACTION TAKEN</b>	<i>04/09/19 – Authorization to advertise for bids for Project CP 19-02-00, the 2019 County-Wide Crack Sealing Program.</i>
<b>COMMENTS</b>	
<b>RECOMMENDATIONS</b>	<i>Approval of the low bidder</i>

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# ANOKA COUNTY BOARD ACTION ITEM

May 20, 2019

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending award of Contract #C0007267 to Forest Lake Contracting, Inc., in the amount of \$2,078,069.90, for Project S.P. 002-614-045, the reconstruction of CSAH 14 (125<sup>th</sup> Avenue NE) from CSAH 17 (Lexington Avenue NE) to Opal Street NE, in the City of Blaine.</i>								
BACKGROUND	<table border="0"> <tr> <td><b><u>Bid Summary:</u></b></td> <td><b><u>Bid Price:</u></b></td> </tr> <tr> <td><i>Forest Lake Contracting, Inc.</i></td> <td><b>\$2,078,069.90</b></td> </tr> <tr> <td><i>Collins Electrical Construction Co.</i></td> <td><b>\$2,273,588.58</b></td> </tr> <tr> <td> <b><i>Engineer's Estimate</i></b></td> <td> <b>\$2,150,431.70</b></td> </tr> </table>	<b><u>Bid Summary:</u></b>	<b><u>Bid Price:</u></b>	<i>Forest Lake Contracting, Inc.</i>	<b>\$2,078,069.90</b>	<i>Collins Electrical Construction Co.</i>	<b>\$2,273,588.58</b>	 <b><i>Engineer's Estimate</i></b>	 <b>\$2,150,431.70</b>
<b><u>Bid Summary:</u></b>	<b><u>Bid Price:</u></b>								
<i>Forest Lake Contracting, Inc.</i>	<b>\$2,078,069.90</b>								
<i>Collins Electrical Construction Co.</i>	<b>\$2,273,588.58</b>								
 <b><i>Engineer's Estimate</i></b>	 <b>\$2,150,431.70</b>								
PREVIOUS ACTION TAKEN	<p><i>07/09/2018 - The committee authorized the County Engineer to negotiate Joint Powers Agreement #C006622 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.</i></p> <p><i>07/09/2018 - The committee recommends approval to enter into Agreement #C0006546 with SRF Consulting Group, Inc., for consultant design services for Project 002-614-045, the CSAH 14 (125th Avenue) Reconstruction Project from CSAH 17 (Lexington Avenue) to a point approximately 1,200 feet east of Lever Street in the City of Blaine; 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>03/18/2019 - 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></p>								
COMMENTS	<i>Federal National Highway Funds will be used for a portion of this project: \$610,527 in FY 2020, and \$573,592 in FY 2021.</i>								
RECOMMENDATIONS	<i>Award of Contract</i>								



**HUMAN SERVICES COMMITTEE REPORT  
FOR THE MAY 28, 2019  
ANOKA COUNTY BOARD MEETING**

COMMITTEE PRESENT: Commissioner Rhonda Sivarajah, Commissioner Julie Braastad,  
Commissioner Mandy Meisner

OTHERS PRESENT: Commissioner Scott Schulte, Cindy Cesare, Jonelle Hubbard, Nicole Swanson,  
Dylan Warkentin, Peggy McNabb, Jerry Pederson, Nancy Norman, Brad Thiel,  
Tracy Schirmers, Paula Bownik, Nicole Hegge, Susan Vreeland, Janet Bolander,  
Kathryn Timm, Dan Disrud, Denise Kirmis, Cheryl Olson, Erin Hansen, Francine  
Mocchi, Wes Volkenant, Heather Miller, Kevin Knutson

The following recommendations from the May 21, 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:

**CONSENT**

Economic Assistance

- \*1. Consider recommending the County Board enter into County Grant Contract #C0007232 (renewal) with the Minnesota Department of Human Services for Fraud Prevention Investigation Program funding in an amount of \$245,000 per year from July 1, 2019, through June 30, 2021.

Public Health and Environmental Services

- \*2. Consider recommending the County Board amend/renew Contract #C0005479 with the Minnesota Department of Health, extending Maternal, Infant and Early Childhood Home Visiting (MIECHV) funding in amount of \$1,099,990 from October 1, 2019, through February 28, 2022, pending approval by the County Attorney's Office.
- \*3. Consider recommending the County Board enter into Contract #C0007216 (renewal) with the Minnesota Department of Health with estimated amounts of \$165,197 for Public Health Emergency Preparedness, and \$60,465 for the Cities Readiness Initiative, for a total estimate of \$225,662, from July 1, 2019, through June 30, 2020.
- \*4. Consider recommending the County Board enter into Contract #C0007208 (renewal) with the Minnesota Department of Health in an amount of \$1,262,088 (\$315,522 per year) for Temporary Assistance to Needy Families (TANF) from July 1, 2019, through June 30, 2023.
- \*5. Consider recommending the County Board renew the following solid and hazardous waste facility licenses from July 1, 2019, through June 30, 2020:

Solid Waste Transfer

ACE Solid Waste, Ramsey  
Allied Waste, Blaine  
Anoka Recycling and Disposal, Anoka  
Dem-Con Blaine Transfer, Blaine

Solid Waste Transfer

LePage & Sons, Bethel  
ReCyCo, Blaine  
SKB Environmental, Blaine  
Walters Recycling and Refuse, Blaine

Yard Waste and Composting

City of Spring Lake Park  
Linwood Township  
OTI, Coon Rapids  
OTI, Lino Lakes

Special Waste

Avon Ag Lime, Nowthen, Hugo,  
and Lino Lakes  
R & R Leasing, Hugo

Hazardous Waste and Multiple Program Facilities

Amazon Environmental, Fridley  
OSI, Inc., Anoka  
North American Composites, Lino Lakes  
Safety-Kleen, Blaine  
Stericycle Specialty Waste Sol., Blaine  
Veolia HHW, Blaine  
Veolia Transfer, Blaine

Community Corrections

- \*6. Consider recommending the County Board apply for and accept Juvenile Sex Offender Treatment allocation, Contract #C0007215 (renewal), from the Minnesota Department of Corrections in an amount of \$50,000 per year from July 1, 2019, through June 30, 2021.
- \*7. Consider recommending the County Board enter into Contract #C0007222 (joint powers agreement renewal) with the Minnesota Department of Corrections Work Release Unit to house select inmates at the Anoka County Workhouse at a rate of \$55 per day per offender (0%) from July 1, 2019, through June 30, 2020.

\* \* \* \* \*

**ECONOMIC ASSISTANCE**

- \*8. Consider recommending the County Board enter into Contract #C0007229 (renewal) with the Anoka County Sheriff for fraud prevention investigation services in an amount of \$285,269 (+2.3%) from July 1, 2019, through June 30, 2020.

\* \* \* \* \*

**COMMUNITY CORRECTIONS**

- \*9. Consider recommending the County Board enter into Contract #C0007263 with Ericksen Ellison & Associates in an amount of \$46,500, with a \$5,000 contingency, for replacement of security systems at the Anoka County Juvenile Center.

\* \* \* \* \*

**PUBLIC HEALTH AND ENVIRONMENTAL SERVICES**

- \*10. Consider recommending the County Board accept funding, Contract #C0007269, from the Minnesota Department of Human Services in an amount of \$266,000 for Family Home Visiting and Minnesota Family Investment Program (MFIP) teen parent services from July 1, 2019, through June 30, 2024.

- \*11. Consider recommending the County Board enter into Contract #C0007220 (lease agreement/renewal) with Veolia ES Technical Solutions, L.L.C., in an amount of \$304,346 for the Household Hazardous Waste drop-off site in Fridley from July 1, 2019, through June 30, 2024.
- \*12. Consider recommending the County Board enter into Contract #C0007221 (renewal) with Veolia ES Technical Solutions, L.L.C., for household hazardous waste management from July 1, 2019, through June 30, 2024. Contract maximum is \$231,857 per year.

\* \* \* \* \*

#### **SOCIAL SERVICES**

- \*13. Consider recommending the County Board recommend to the Minnesota Department of Human Services, based on a needs determination, closure of current Metro Tech day training and habilitation services and relocation/establishment of new needs-focused and community integrated day training and habilitation services. Further consider recommending future Metro Tech day training and habilitation closings, openings and expansions be made at the discretion of the Community Social Services and Behavioral Health director.

\* \* \* \* \*

#### **BEHAVIORAL HEALTH**

- \*14. Consider recommending the County Board submit application to the U.S. Department of Justice for FY 2019 Justice and Mental Health Collaboration Program funding, Contract #C0007281.

\* \* \* \* \*

- \*15. The committee recommended County Board ADOPTION of the following:
  - A. Resolution #2019-HS-10, Economic Assistance Bills – see attached resolution.
  - B. Resolution #2019-HS-11, Accepting Minnesota Housing Funding for the Family Homelessness Prevention and Assistance Program – see attached resolution.

\* \* \* \* \*

#### **INFORMATIONAL**

- 1. The following position recommendations have been forwarded to the Management Committee for approval at its May 28, 2019, meeting:
  - A. Social Services / Long-Term Services and Supports -- New Positions  
4 FTE Social Workers, Grade 12, Contingent. PC# 2019003332, 2019003333, 2019003334 and 2019003335
  - B. Social Services / PCN 2014003033  
From: .5 FTE, Family Caregiver Support Specialist, Grade 11, Contingent  
To: .6 FTE, Family Caregiver Support Specialist, Grade 11, Contingent

2. The committee recommended County Board appointment of Bukola Oriola, The Enitan Story, as community agency representative to the Anoka County Children and Family Council for a three-year term from June 1, 2019, through May 31, 2022.
3. The committee recommended County Board reappointment of Judge Dyanna Street as judicial representative to the Community Corrections Advisory Board for a two-year term from June 2019 to May 2021.

\*Action Required  
attachments

**RESOLUTION #2019-HS-10**  
**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 April 2019: Medical Assistance and General Assistance medical payments in the amount of \$287,765.35 set forth in the Monthly Economic Assistance Actions and Payments Authorization document on file in Human Services Administration.

**ANOKA COUNTY HUMAN SERVICES RESOLUTION #2019-HS-11  
ACCEPTING MN HOUSING FUNDING FOR THE  
FAMILY HOMELESSNESS PREVENTION AND ASSISTANCE PROGRAM  
(Grant Contract #C0007082)**

WHEREAS, the State of Minnesota has appropriated \$17 million in Family Homeless Prevention and Assistance Program funding to Minnesota Housing for FY2019; and,

WHEREAS, Anoka County has met all requirements of the grant application and has been awarded a minimum of \$646,594 by Minnesota Housing. The grant is to be used to prevent and minimize repeat episodes of homelessness under Minn. Stat. § 462A.2035, from July 1, 2019, through September 30, 2021; and,

WHEREAS, in order to accept the grant funds, the county must agree to conditions of the grant:

NOW, THEREFORE, BE IT RESOLVED that Anoka County enters into Grant Contract #C0007082 with Minnesota Housing to conduct the Family Homeless Prevention and Assistance Program. The grant must be used to provide rental assistance, damage deposit and supportive services to qualified households as outlined in Minn. Stat. § 462A.2035. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED that the County Administrator be authorized to execute the grant contract on behalf of Anoka County.

**ANOKA COUNTY**  
**INFORMATION TECHNOLOGY COMMITTEE REPORT**  
**FOR THE MAY 28, 2019, COUNTY BOARD MEETING**

The Information Technology Committee meeting was held on Monday, May 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 Rhonda Sivarajah, Commissioner Mandy Meisner, Tony Palumbo, County Attorney, Jerry Soma, Susan Vreeland, Dan Lekatz, Nan Martin, Craig Nekola, Mark Hove, Jason Stover, Nancy Mallinger, Christy McKinney, Sheriff James Stuart, Commander Paul Lenzmeier, Lt. Sheila Larson, Mike Roff, Steph Beito-Ziemer, Cindy Cesare, Jonelle Hubbard, Bill Keller, Lindsey Felgate, Paula Bownik, Yvonne Kirkeide, Amy Carlson, and Wes Volkenant (citizen), Andover.

**\*Action Items:**

1. The Information Technology Committee recommends the County Board approve contract #C0007278 with Journal Technologies, Inc., in the amount of \$550,000 with a change order of \$82,500 for the development and implementation of a new case management system for the County Attorney's Office - **see attached Action Item from Susan Vreeland.**
2. The Information Technology Committee recommends the County Board approve contract #C0007249 with Macro Group, Inc., in the amount of \$216,000 for professional services related to the replacement of the County Attorney's case management system - **see attached Action Item from Susan Vreeland.**

**Informational Items:**

3. The Information Technology Committee considered, for informational purposes, an update on the Technology Capital Improvement Project Requests for 2020.

\*Requires Board approval



## ANOKA COUNTY IT COMMITTEE ACTION ITEM

05/20/2019

### INFORMATION TECHNOLOGY

ACTION REQUESTED	The IT Director and the County Attorney are requesting that the IT Committee recommend to the County Board approval of contract #C0007278 with Journal Technologies, Inc., in the amount of \$550,000 with a change order of \$82,500 for the development and implementation of a new case management system for the County Attorney's Office.
BACKGROUND	The County Attorney's Office has one case management application that is implemented in every division in the office. The existing application is a customized solution over 14 years old and coming to its end of life.
SOLUTIONS	<p>The Attorney's Office needed to find another case management solution to meet their needs. In Minnesota, the county attorneys practice in additional areas of law that most other counties in the United States do not, so the search for an appropriate solution was extensive.</p> <p>An RFP was published in June of 2018 for a new case management system. The County Attorney's Office, along with the Information Technology department, carefully reviewed and scored three proposals, and selected finalists to determine which would address the Office's requirements and unique needs.</p>
CONCLUSION	The selected product, eProsecutor, from Journal Technologies, Inc., was the stand out product of the three case management solutions presented and was the best product to meet the complex needs of the County Attorney's Office.
RECOMMENDATIONS	Recommend the County Board approval of contract #C0007278 with Journal Technologies, Inc., in the amount of \$550,000 with a change order of \$82,500 for the development and implementation of a new case management system for the County Attorney's Office.



## ANOKA COUNTY IT COMMITTEE ACTION ITEM

05/20/2019

### INFORMATION TECHNOLOGY

<b>ACTION REQUESTED</b>	The IT Director and the County Attorney are requesting that the IT Committee recommend to the County Board approval of contract #C0007249 with Macro Group, Inc., in the amount of \$216,000 for professional services to assist with the application customization, implementation and training associated with the purchase of the new case management system from Journal Technologies, Inc., for the County Attorney's Office.
<b>BACKGROUND</b>	An RFP was published in June of 2018 for a new case management system, and the product eProsecutor from Journal Technologies, Inc., was selected and will be implemented before the current maintenance contract on the existing case management system expires in 2020. This initiative requires an experienced resource with a legal and technical background.
<b>SOLUTIONS</b>	A resource from Macro Group, Inc., will provide professional services for the customization, implementation and train staff on the new case management system. This individual has been working with the County for some time and has brought great value to the project.
<b>CONCLUSION</b>	By moving forward with this contract, we can ensure we can continue their professional services through completion of the project.
<b>RECOMMENDATIONS</b>	Recommend the County Board approval of contract #C0007249 with Macro Group, Inc., in the amount of \$216,000 for professional services related to the replacement of the County Attorney's Office Case Management System.

ANOKA COUNTY

PROPERTY RECORDS AND TAXATION COMMITTEE

CHAIR REPORT

*Commissioner Mike Gamache*

FOR THE MAY 28, 2019 COUNTY BOARD MEETING

**ACTION ITEMS:**

- \*1. (West) The chair recommends the county board adopt Resolution No. 2019-PRT13, Resolution Realigning Split Residential Parcel Pursuant to Minnesota Statutes Section 123A.455 – PIN 10-31-23-44-0049 and 11-31-23-33-0005, city of Blaine, ISD# 16 and ISD# 12, transferring into ISD# 12 (Christopher G. Nelson Trustee and Danielle Radulovich Nelson Trustee)

See attached Resolution and Exhibit A

\*Requires board approval

**CONSENT ITEMS:**

The chair has reviewed and sent for approval various tax claims and abatements that will be considered by the county board on May 28, 2019 as recommended by the chair.



# ANOKA COUNTY PROPERTY RECORDS & TAXATION COMMITTEE

## COUNTY BOARD ACTION ITEM

*PRT Chair Meeting Date: May 20, 2019*

*County Board Meeting Date: May 28, 2019*

<b>ITEM</b>	Resolution No. 2019-PRT13 Realigning a Split Residential Parcel Pursuant to Minnesota Statutes Section 123A.455
<b>ACTION REQUESTED</b>	The County Auditor is requesting approval of Resolution No. 2019-PRT13 transferring a split residential parcel to Independent School District No. 12 (Centennial).
<b>BACKGROUND</b>	<p>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.</p> <p>The property currently lies within the boundaries of the following school districts: Parcel 10-31-23-44-0049 is located in Independent School District No. 16 (Spring Lake Park) and parcel 11-31-23-33-0005 is located in Independent School District No. 12 (Centennial).</p> <p>The owners will be open enrolling their students into Independent School District No. 12.</p> <p>The owners are requesting to have the split parcel transferred to Independent School District No. 12 (Centennial).</p>
<b>RECOMMENDATIONS</b>	The County Auditor recommends the County Board approve Resolution No. 2019-PRT13 transferring the split parcel to Independent School District No. 12 (Centennial).
<b>SUBMITTED BY</b>	Pam LeBlanc, Director of Property Records and Taxation

**RESOLUTION #2019-PRT13**

**RESOLUTION REALIGNING A SPLIT RESIDENTIAL PARCEL  
PURSUANT TO MINNESOTA STATUTES SECTION 123A.455  
(Christopher G Nelson Trustee and Danielle Radulovich Nelson Trustee)**

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 14th day of May 2019, the Anoka County Auditor received a petition from Christopher G Nelson Trustee and Danielle Radulovich Nelson Trustee, owner(s) of a split residential parcel which is identified as PIN 10-31-23-44-0049 and 11-31-23-33-0005 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. 16 (Spring Lake Park); 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**

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**ANOKA COUNTY PUBLIC SAFETY COMMITTEE REPORT  
FOR THE MAY 28, 2019, COUNTY BOARD MEETING**

The Public Safety Committee meeting was held on May 21, 2019, at 10:30 a.m. at the Anoka County Government Center, Master Conference Room #772, Anoka, Minnesota.

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

**Others Present:** Commissioner Rhonda Sivarajah; Jerry Soma, County Administrator; Dee Guthman, Deputy County Administrator; Commander Paul Lenzmeier; Valerie Sprynczynatyk, PSAP/911 Manager; Jake Thompson, Radio System Manager; Terry Stoltzman, Emergency Management Director; Bryan Lindberg, Assistant County Attorney; Wes Volkenant, citizen; Brenda Vetter, Principal Administrative Assistant

**Action**

*Sheriff*

- \*1. The committee recommends adoption of Resolution #2019-PS05, County Board Authorization of Signatory for Annual County Boat and Water Safety Agreement, and approval and execution of the Annual County Boat and Water Safety Agreement #C0007248 with a maximum value of \$24,510 and a term of January 1, 2019, through June 30, 2020. *See attached* resolution.
- \*2. The committee recommends adoption of Resolution #2019-PS06, Accepting Dedicated Donation from Allina Health System. *See attached* resolution.
- \*3. The committee recommends adoption of Resolution #2019-PS07, Accepting Dedicated Donation from Walmart. *See attached* resolution.

**Information**

*Central Communications*

5. For informational purposes, the committee considered an update by PSAP/911 Manager Valerie Sprynczynatyk on Central Communications staff attending the 2019 National Association of Public Safety Communications Officials Conference in August with related costs paid with E911 funds, and an Anoka County lease agreement with the Metropolitan Emergency Services Board with a term April 1, 2019, through March 31, 2029.
6. For informational purposes, the committee considered an update by Radio Systems Manager Jake Thompson on 800 MHz pagers for fire departments, future planning of ARMER System, and the Metro Communications Response Task Force Show planned this fall.

*Other*

7. For informational purposes, Emergency Management Director Terry Stoltzman advised that

he, along with Public Health and Environmental Services Director Jonelle Hubbard and Public Health Nurse Susan Perkins, will be attending a Healthcare Coalition Leadership training in Anniston, Alabama later this month.

8. For informational purposes, Deputy County Administrator Dee Guthman provided information that the Public Safety Committee will be invited to take a tour of the Emergency Management storage area at the Anoka County Fairgrounds and that Central Communications will be starting the process of requesting an increase in staff positions.
9. PSAP/911 Manager Valerie Sprynczynatyk advised that the billboard located on Highway 10 near County Road J has been generating nearly 50 calls per day due to the 'smoke' feature that is currently being implemented for effect. Commissioner Rhonda Sivarajah suggested notifying Communications Director Erik Thorson so that a social media blast could be sent out notifying citizens there is no cause for alarm.
10. Wes Volkenant, Anoka County citizen, commended the county on events that are scheduled for later this year to provide insight to the community on various aspects of the county.

**The next Public Safety Committee meeting is scheduled for Tuesday, June 18, 2019, at 10:30 a.m. at the Anoka County Government Center, Master Conference Room #772, 2100 3rd Avenue, Anoka, MN.**

**RESOLUTION #2019-PS05**

**COUNTY BOARD AUTHORIZATION OF SIGNATORY FOR  
ANNUAL COUNTY BOAT AND WATER SAFETY AGREEMENT  
(CONTRACT #C0007248)**

WHEREAS, under the provisions of Minnesota Statutes §86B (1990), the Sheriff of each county is required to carry out the provisions of Minnesota Statutes §86B of the Boat and Water Safety Rules, hereinafter referred to as the "Minn. Rules", promulgated by the Commissioner of Natural Resources, including patrol, enforcement, search and rescue, watercraft inspection, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's duties"; and,

WHEREAS, in connection with the Sheriff's duties, Minnesota Statutes §86B.701, provides that the county submits to the Commissioner of Natural Resources a budget to carry out the Sheriff's duties; and,

WHEREAS, Minnesota Statutes §86B.701, and the Minn. Rules provide for the allocation of funds by the Commissioner to the county based on certain criteria and conclusions to assist the funding of the Sheriff's duties. The state will pay to the county the amount of \$24,510 for the term of January 1, 2019, through June 30, 2020, for boat and water safety activities:

NOW, THEREFORE, BE IT RESOLVED the Anoka County Board of Commissioners hereby authorizes the Chair of the Anoka County Board of Commissioners and the County Administrator to sign the agreement for the 2019 Boat and Water Safety Agreement (Contract #C0007248).

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Department of Natural Resources.

**RESOLUTION #2019-PS06**

**ACCEPTING DEDICATED DONATION  
FROM ALLINA HEALTH SYSTEM**

WHEREAS, the Anoka County Sheriff's Office received a donation from Allina Health System, Minnesota; and,

WHEREAS, Allina Health System donated funds in the amount of Two Thousand Five Hundred and no/100 Dollars (\$2,500.00) for community outreach purposes to be used by the Anoka County Sheriff's Office; and,

WHEREAS, Minnesota Statute § 465.03 requires a county to accept the gift of funds by resolution expressed in terms prescribed by the donor in full; and,

WHEREAS, acceptance of the funds in accordance with the donor's terms is in the best interest of the County of Anoka:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners accepts the above-described funds from Allina Health System and extends its grateful appreciation.

**RESOLUTION #2019-PS07**

**ACCEPTING DEDICATED DONATION  
FROM WALMART**

WHEREAS, the Anoka County Sheriff's Office received a donation from Walmart, Minnesota; and,

WHEREAS, Walmart donated funds in the amount of Two Thousand and no/100 Dollars (\$2,000.00) for community outreach purposes to be used by the Anoka County Sheriff's Office; and,

WHEREAS, Minnesota Statute § 465.03 requires a county to accept the gift of funds by resolution expressed in terms prescribed by the donor in full; and,

WHEREAS, acceptance of the funds in accordance with the donor's terms is in the best interest of the County of Anoka:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners accepts the above-described funds from Walmart and extends its grateful appreciation.

**ANOKA COUNTY  
PUBLIC SAFETY COMMITTEE CHAIR REPORT  
FOR THE  
MAY 28, 2019, COUNTY BOARD MEETING**

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

**\*Action Item**

- \*1. The chair recommends adoption of Resolution #2019-PS08, County Board Authorization of Signatory for 2019 State of Minnesota Federal Boating Safety Patrol Supplemental Grant Agreement, and approval and execution of the grant agreement #C0007282. The total obligation of the state will not exceed \$12,625 with an effective date of May 10, 2019, through September 2, 2019. *See attached* resolution.

**The next Public Safety Committee meeting is scheduled for Tuesday, June 18, 2019, at 10:30 a.m. at the Anoka County Government Center, Master Conference Room #772, 2100 3rd Avenue, Anoka, MN.**

**RESOLUTION #2019-PS08**

**COUNTY BOARD AUTHORIZATION OF SIGNATORY FOR  
2019 STATE OF MINNESOTA FEDERAL BOATING SAFETY PATROL  
SUPPLEMENTAL GRANT AGREEMENT  
(CONTRACT # C0007282)**

WHEREAS, under the provisions of Minn. Stat. Sec. 86B (1990), the sheriff of each county is required to carry out the provisions of Minn. Stat. Sec. 86B.105 of the Boat and Water Safety Rules, hereinafter referred to as the "Minn. Rules", promulgated by the Commissioner of Natural Resources, including patrol, enforcement, search and rescue, water craft inspection, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties;" and,

WHEREAS, in connection with the Sheriff's Duties, Minn. Stat. Sec.86B.701, subdivisions 2 and 3, provide that the county submit to the Commissioner of Natural Resources a budget to carry out the Sheriff's Duties; and,

WHEREAS, Minn. Stat. Sec. 86B.701, subdivision 3, and Minn. Rules provide for the allocation of funds by the commissioner to the county based on certain criteria and conclusions to assist the funding of the Sheriff's Duties; and,

WHEREAS, the county is eligible to receive up to \$12,625 in reimbursement for additional boating safety patrol hours during high-use periods beginning May 10, 2019, and extending through September 2, 2019, to offset any increased overtime patrol costs:

NOW, THEREFORE, BE IT RESOLVED by the Anoka County Board of Commissioners hereby authorizes the chair of the Anoka County Board of Commissioners and the county administrator to sign the 2019 State of Minnesota Federal Boating Safety Patrol Supplemental Grant Agreement (Anoka County Contract # C0007282).

BE IT FINALLY RESOLVED that a copy of this resolution be forwarded to the Minnesota Department of Natural Resources.

## NOTICE OF PUBLIC HEARING ON ANOKA COUNTY FEES

NOTICE IS HEREBY GIVEN that the Board of Commissioners of Anoka County (the "County") will meet at 9:30 a.m. on May 28, 2019, in the County Board Room of the Anoka County Government Center, 2100 Third Avenue, Anoka, Minnesota, for a regularly scheduled County Board Meeting, which will include conducting a public hearing on an amendment to the County Fees. The purpose of the hearing is to obtain comments concerning Anoka County user fees. At that time, interested agencies, groups or persons attending the public hearing shall have the right to provide written or oral comments or suggestions with respect to the proposed fees. A copy of the proposed fee structure can be obtained at the Anoka County Administration Office. Any questions regarding this proposed fee structure may be directed to Patti Hetrick, Budget Director at (763) 324-1716 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

All interested persons may appear at the public hearing and present their views orally or in writing.

If you need an accommodation, such as an interpreter or printed material in an alternate format (i.e., braille or large print) because of a disability, please contact the Anoka County Administration Office at (763) 324-4700 (TDD/TTY Number (763) 324-4000).



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Jerry Sema, County Administrator

Publish:

Anoka County Union: Friday, May 17, 2019

**RESOLUTION #2019-65**

**RELATING TO FEES FOR VARIOUS COUNTY SERVICES,  
INCLUDING FEES RELATED TO PERMITS AND LICENSES  
AND SALES OF MATERIALS TO THE  
PUBLIC AND OTHER GOVERNMENT AGENCIES**

WHEREAS, Minn. Stat. Section 373.41 provides that a county board, after a public hearing, may establish and charge fees for service provided by any county office, official, department, or employee; and,

WHEREAS, various Anoka County ordinances require establishing fees for licenses, permits, or related services by resolution; and,

WHEREAS, the Anoka County Board of Commissioners conducted a public hearing on May 28<sup>th</sup>, 2019 to receive comments regarding the proposed fees:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby establishes the fees as proposed and set forth in the attached exhibit, which fees are to be effective (unless otherwise specified in the exhibit) on May 28<sup>th</sup>, 2019

BE IT FURTHER RESOLVED that, unless otherwise specified in the attached exhibit, the established fees do not include any applicable tax and the person paying a fee is responsible to pay any applicable sales or other tax in addition to the established fee.

BE IT FURTHER RESOLVED that these fees will continue in effect until changed by the Anoka County Board of Commissioners in accordance with Minn. Stat. Section 373.41.

## Anoka County

### Fee Review May 2019

Program Area/Program	Service/Fee Name	Service Description	Unit Measure	Current Fee	Proposed Fee	Effective Date
Finance & Central Services 240	Treasury – Wage Withholding Service Fee	Treasury – Wage Withholding Service Fee	1	\$12.50	\$15.00	6/1/19
Finance & Central Services 240	CIP (Published Document Costs) Capital Improvement Plan	Remove - CIP (Published Document Costs) Capital Improvement Plan Fee	1	\$30.00	\$0	6/1/19
Finance & Central Services 240	Budget Book (Published Document Costs)	Remove - Budget Book (Published Document Costs) Fee	1	\$46.00	\$0	6/1/19
Community Social Service and Behavioral Health	Detox and Mental Health Clinic Sliding Fee Scale Services	Single fee schedule used for detox and for mental health clinic services by clinics under contract with Anoka County.		See attached	See attached	07/01/2019
Community Social Service and Behavioral Health	Child Care Relicensing (1yr)	Relicensing (1 yr.): \$150 (\$100 Background Study Fee plus Licensing & Inspection Fee)	1	\$150	\$0	01/01/2019

Community Social Service and Behavioral Health	Child Care Relicensing (2yr)	Relicensing (2 yr.) \$200 (\$100 Background Study Fee plus Licensing & Inspection Fee)	1	\$200	\$0	01/01/2019
Community Social Service and Behavioral Health	Background Study Fees Child Care One-year holders	Child Care Fees - Background Study Fee Child Care – One-year holders \$100	1	\$100	\$0	01/01/2019
Community Social Service and Behavioral Health	Childcare Background Study Fee – Two Year License Holders	Child Care Fees - Child Care Background Study Fee - Two -year License holders \$100	1	\$100	\$0	01/01/2019
Library	Mobile Hotspot Lending	The library maintains 10 mobile hotspots for patrons to checkout and bring home. Hotspots have a 1-week checkout period with a \$1.00/day overdue fine.	Overdue	\$0	\$1.00 per day	June 1, 2019
Library	Mobile Hotspot Lending	If a hotspot is lost patrons will be charged a \$50 replacement cost for the device.	Lost item	\$0	\$50.00 replacement	June 1, 2019

Environmental Health	Boarding Fee	Establishing Day Care		N/A	240	5/29/2019
Environmental Health	Temporary food events run by non-profits	Temporary food events run by non-profits		N/A	30	5/29/2019
Environmental Health	Solid Waste Land Terminal Cover and Certificate	No longer used		0	\$0	5/29/2019
Environmental Health	Coliform Test	Half of the Sanitary Analysis test		N/A	15	5/29/2019
Environmental Health	Nitrate Test	Half of the Sanitary Analysis test		N/A	15	5/29/2019

**Anoka County Social Services Sliding Fee Schedule 2019-2020**  
**Revised - Based on Federal Poverty Guidelines 2019**  
**Fee Starts at 150% of FPG**

Family Size	Annual Gross No Fee	Annual Gross 10% of Cost	Annual Gross 20% of Cost	Annual Gross 30% of Cost	Annual Gross 40% of Cost	Annual Gross 50% of Cost
1	0 - 18,735	18,736 - 20,609	20,610 - 22,482	22,483 - 24,356	24,357 - 26,229	26,230 - 28,103
2	0 - 25,365	25,366 - 27,902	27,903 - 30,438	30,439 - 32,975	32,976 - 35,511	35,512 - 38,048
3	0 - 31,995	31,996 - 35,195	35,196 - 38,394	38,395 - 41,594	41,595 - 44,793	44,794 - 47,993
4	0 - 38,625	38,626 - 42,488	42,489 - 46,350	46,351 - 50,213	50,214 - 54,075	54,076 - 57,938
5	0 - 45,255	45,256 - 49,781	49,782 - 54,306	54,307 - 58,832	58,833 - 63,357	63,358 - 67,883
6	0 - 51,885	51,886 - 57,074	57,075 - 62,262	62,263 - 67,451	67,452 - 72,639	72,640 - 77,828
7	0 - 58,515	58,516 - 64,367	64,368 - 70,218	70,219 - 76,070	76,071 - 81,921	81,922 - 87,773
8	0 - 65,145	65,146 - 71,660	71,661 - 78,174	78,175 - 84,689	84,690 - 91,203	91,204 - 97,718
9	0 - 71,775	71,776 - 78,953	78,954 - 86,130	86,131 - 93,308	93,309 - 100,485	100,486 - 107,663
10	0 - 78,405	78,406 - 86,246	86,247 - 94,086	94,087 - 101,927	101,928 - 109,767	109,768 - 117,608
Add/person	6,630	7,293	7,956	8,619	9,282	9,945

Family Size		Annual Gross 60% of Cost	Annual Gross 70% of Cost	Annual Gross 80% of Cost	Annual Gross 90% of Cost	Annual Gross Full Cost
1		28,104 - 29,976	29,977 - 31,850	31,851 - 33,723	33,724 - 35,597	35,598 +
2		38,049 - 40,584	40,585 - 43,121	43,122 - 45,657	45,658 - 48,194	48,195 +
3		47,994 - 51,192	51,193 - 54,392	54,393 - 57,591	57,592 - 60,791	60,792 +
4		57,939 - 61,800	61,801 - 65,663	65,664 - 69,525	69,526 - 73,388	73,389 +
5		67,884 - 72,408	72,409 - 76,934	76,935 - 81,459	81,460 - 85,985	85,986 +
6		77,829 - 83,016	83,017 - 88,205	88,206 - 93,393	93,394 - 98,582	98,583 +
7		87,774 - 93,624	93,625 - 99,476	99,477 - 105,327	105,328 - 111,179	111,180 +
8		97,719 - 104,232	104,233 - 110,747	110,748 - 117,261	117,262 - 123,776	123,777 +
9		107,664 - 114,840	114,841 - 122,018	122,019 - 129,195	129,196 - 136,373	136,374 +
10		117,609 - 125,448	125,449 - 133,289	133,290 - 141,129	141,130 - 148,970	148,971 +
Add/person		10,608	11,271	11,934	12,597	



## ANOKA COUNTY BOARD ACTION ITEM

May 28, 2019

Risk Management

ACTION REQUESTED	<p>Consider purchasing the Anoka County Property Insurance from Chubb Group through Arthur J. Gallagher, 3600 American Boulevard West, Suite 500, Bloomington, MN 55431. Contract Number C0007289</p> <p>The premium for June 1, 2019 to June 1, 2020 is \$357,422. This is a premium decrease of \$13,781 from the previous policy year.</p>
BACKGROUND	<ul style="list-style-type: none"><li>▪ Due to the volatility and hardening of the property insurance market, the industry is seeing double digit percentage increases in premium. The property insurance was marketed to 16 property insurers with 4 responses.</li><li>▪ AIG has carried the Property Insurance for Anoka County since 2016.</li><li>▪ AIG offered a renewal of \$381,221. An increase from last years premium of approximately \$10,000.</li><li>▪ AIG also proposed an increase in deductibles for the wind/hail coverage from \$25,000 to 3% of the total insurable value (TIV) with a \$100,000 minimum and some of our other coverages from \$5,000 to \$25,000.</li><li>▪ Chubb Group has offered similar coverage to our expiring policy.</li><li>▪ Chubb Group has offered a flat deductible of \$100,000 for wind/hail coverage.</li><li>▪ Chubb Group has offered a property insurance premium of \$357,422 for 2019, for a premium decrease of \$13,781 from last year.</li></ul>
SOLUTION	<p>Change Property insurance companies from AIG to Chubb Group</p>
RECOMMENDATIONS	<p>Risk Management is recommending that the Anoka Count Board approve the following:</p> <ul style="list-style-type: none"><li>• Purchasing the Anoka County Property Insurance for a policy term of for June 1, 2019 to June 1, 2020, for a premium of \$357,422 from Chubb Group through Arthur J. Gallagher, 3600 American Boulevard West, Suite 500, Bloomington, MN 55431. Contract Number C0007289.</li></ul>



# Anoka County Committee Appointments Application

Name: Judge Dyanna Street Date: 5-1-2019

Address: Anoka County Courthouse, 2100 3<sup>rd</sup> Avenue, Anoka MN

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

E-r

Bu

Bu

Ph

E-r \_\_\_\_\_

Board/Commission applying for: Community Corrections Advisory Board – Judicial Representative

Your county commissioner: Matt Look

**Personal background:**

I have been a District Court Judge for 9+ years, handling all types of cases.

**Experience relating to position:**

Judicial experience.

**Why are you interested in this position?**

Community Corrections is crucial to what I do as a Judge.

Please return the completed Committee Appointments Application form to Brenda Vetter:

By email: [brenda.vetter@co.anoka.mn.us](mailto:brenda.vetter@co.anoka.mn.us)

By U.S. Mail: Anoka County Administration  
Government Center  
Attn: Brenda Vetter  
2100 3<sup>rd</sup> Avenue, Ste 700  
Anoka, MN 55303-5024

For more information, contact Brenda Vetter at **763-324-4711**.



ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM

Community Corrections		May 21, 2019
Corrections Advisory Board Member Re-Appointment		CONSENT
<b>Action Requested</b>	Consent to re-appoint member to the Corrections Advisory Board.	
<b>Background</b>	On June 10, 1975, the Anoka County Board of Commissioners under M.S. §401, 1973, established the Anoka County Community Corrections Advisory Board to identify the correctional needs, establish priorities among identified needs, and recommend programs and facilities to meet the correctional needs in Anoka County.	
<b>Prior Action</b>	Previous appointment and re-appointment recommendations.	
<b>Recommendation</b>	Staff recommend the following re-appointment to the Community Corrections Advisory Board to be considered for a two-year term expiring May 2021:  Judge Dyanna Street, Judicial Representative	
<b>Submitted By</b>	Dylan Warkentin, Director, Community Corrections	
<b>Approved By</b>	Dylan Warkentin, Director, Community Corrections	



# Anoka County Committee Appointments Application

Name: Bukola Oriola Date: May 2, 2019

Address \_\_\_\_\_

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

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

Business: \_\_\_\_\_

Business: \_\_\_\_\_

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

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

Board/Commission applying for: \_\_\_\_\_

Your county commissioner: Matt Look

### Personal background:

The Enitan Story works with victims and survivors of human trafficking and domestic violence by providing direct services through case management, job and life skills and referrals to community resources for comprehensive services.

### Experience relating to position:

The Enitan Story is a member of the Immigrant and Refugee Community Asset Fund Committee serving and providing culturally appropriate and trauma-informed services to Anoka County families.

### Why are you interested in this position?

To further partner with the Anoka county Children and Family Council members to provide safety for Anoka County families in the fight against human trafficking and domestic violence.



ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM

Human Services Administration		May 21, 2019
Community Agency Representative to the Anoka County Children and Family Council		ACTION
<b>Action Requested</b>	Appointment of Bukola Oriola of The Enitan Story as Community Agency Representative to the Anoka County Children and Family Council for a three-year term from June 1, 2019 through May 31, 2022.	
<b>Background</b>	<p>The Anoka County Children and Family Council (ACCFC) is a family services collaborative established to nurture collaborative efforts by building bridges and networks between people and agencies who share a vision of a healthier community for children and families.</p> <p>The collaborative is governed by a Family Services Collaborative Agreement, Anoka County Contract #2012-2148, as authorized by the Anoka County Board of Commissioners on May 22, 2012. Under the agreement, the Anoka County Board of Commissioners appoints up to a maximum of nine community and parent representatives to the collaborative based on recommendations from the ACCFC.</p>	
<b>Prior Action</b>	Routine membership appointments and reappointments.	
<b>Recommendation</b>	County Board appointment of Bulola Oriola of The Enitan as a Community Agency Representative to the Anoka County Children and Family Council for a three-year term from June 1, 2019 through May 31, 2022.	
<b>Submitted By</b>	Christine Cole, ACCFC Coordinator	
<b>Approved By</b>	Jerry Pederson, ACCFC Co-Chair	

*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

**May 28, 2019**

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
<b>Application For Destroyed By Fire</b>			
<b><u>City of Coon Rapids</u></b>			
<b>Seretha Powell</b>	<b>R11 31 24 11 0048</b>		
943 123rd Lane NW	943 123rd Lane NW	2018	5th
Coon Rapids MN 55448-	Coon Rapids MN 55448		Gamache

Reason: Fire. Tax capacity reduced from 1509 to 682. Value reduced from \$172,600 to \$96,700. Total tax reduced from \$1993.03 to \$949.10.

<b>Thomas Patton</b>	<b>R21 31 24 13 0046</b>		
2672 107th Lane NW	2672 107th Lane NW	2018	7th
Coon Rapids MN 55448-	Coon Rapids MN 55448		Schulte

Reason: Fire. Tax capacity reduced from 1542 to 762. Value reduced from \$176,600 to \$104,100. Total tax reduced from \$2034.61 to \$1050.24.

### **Application For Disability Exemption**

<b><u>City of Andover</u></b>			
<b>Roy Roseland</b>	<b>R33 32 24 34 0029</b>		
13326 Gladiola St NW	13326 Gladiola St NW	2018	5th
Andover MN 55304-	Andover MN 55304		Gamache

Reason: Clerical Error. Disabled Veterans application filed for 70%. Tax capacity reduced from 3259 to 1832. No change in value. Total tax reduced from \$3913.05 to \$2199.32.

<b>Roy Roseland</b>	<b>R33 32 24 34 0029</b>		
13326 Gladiola St NW	13326 Gladiola St NW	2019	5th
Andover MN 55304-	Andover MN 55304		Gamache

Reason: Clerical Error. Disabled Veterans application filed for 70%. Tax capacity reduced from 3400 to 1961. No change in value. Total tax reduced from \$3990.81 to \$2302.57.

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
<b><u>City of Blaine</u></b>			
<b>Isaiah Maring</b>	<b>R03 31 23 33 0012</b>		
12636 Xylite St NE	12636 Xylite St NE	2019	2nd
Blaine MN 55449-	Blaine MN 55449		Braastad

Reason: Clerical Error. Disabled Veterans application filed for 100%. Tax capacity reduced from 2081 to 581. No change in value. Total tax reduced from \$2490.11 to \$712.53.

**City of Coon Rapids**

<b>Mary Bakken</b>	<b>R17 31 24 24 0027</b>		
3641 Mississippi Dr NW	3641 Mississippi Dr NW	2019	7th
Coon Rapids MN 55433-	Coon Rapids MN 55433		Schulte

Reason: Clerical Error. Disabled Veterans application filed for 100%. Tax capacity reduced from 2905 to 7. No change in value. Total tax reduced from \$3872.62 to \$253.16.

**Application For Homestead**

**City of Blaine**

<b>Cynthia Oswald</b>	<b>R09 31 23 13 0104</b>		
2495 121st Cir NE Unit C	2495 121st Cir NE Unit C	2018	3rd
Blaine MN 55449-	Blaine MN 55449		West

Reason: Clerical Error. Tax capacity from 1729 to 1512. Tax reduced from \$2313.79 to \$2059.77.

<b>Cynthia Oswald</b>	<b>R09 31 23 13 0104</b>		
2495 121st Cir NE Unit C	2495 121st Cir NE Unit C	2019	3rd
Blaine MN 55449-	Blaine MN 55449		West

Reason: Clerical Error. Tax capacity from 1798 1587. Tax reduced from \$2329.50 to \$2089.42.

<b>Kenneth Parsell</b>	<b>R09 31 23 42 0069</b>		
2441 121st Cir NE Unit L	2441 121st Cir NE Unit L	2018	3rd
Blaine MN 55449-	Blaine MN 55449		West

Reason: Failed to File. Tax capacity from 1806 to 1596. Tax reduced from \$2416.15 to \$2170.32.

<b>Jon Johnson</b>	<b>R10 31 23 24 0032</b>		
12142 Coral Sea St NE	12142 Coral Sea St NE	2019	3rd
Blaine MN 55449-	Blaine MN 55449		West

Reason: Failed to File. Tax capacity from 3034 to 2935. Tax reduced from \$3619.46 to \$3527.91.

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
<b>Kenneth Karel</b>	<b>R17 31 23 23 0083</b>		
11335 Pierce St NE	11335 Pierce St NE	2019	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Clerical Error. Tax capacity from 4030 to 4020. Tax reduced from \$4,799.77 to \$4,790.53.

<b>Jessica Pappas</b>	<b>R19 31 23 12 0028</b>		
10656 Quincy Blvd NE	10656 Quincy Blvd NE	2019	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Homestead application not filed. Tax capacity from 1935 to 1737. Tax reduced from \$2,317.09 to \$2,133.99.

**City of Circle Pines**

<b>Tyler Westphal</b>	<b>R30 31 22 22 0080</b>		
301 Evergreen Lane	301 Evergreen Lane	2019	6th
Circle Pines MN 55014-	Circle Pines MN 55014		Sivarajah

Reason: Clerical Error. Tax capacity from 2464 to 2313. Tax reduced from \$3978.97 to \$3779.36.

**City of Columbia Heights**

<b>Nelson Garcia</b>	<b>R26 30 24 31 0134</b>		
4745 4th St NE	4745 4th St NE	2019	4th
Columbia Heights MN 55421-	Columbia Heights MN 55421		Meisner

Reason: Clerical Error. Tax capacity from 1681 to 1570. Tax reduced from \$2468.64 to \$2313.04.

<b>Wayne Euvino</b>	<b>R35 30 24 24 0071</b>		
4213 6th St NE	4213 6th St NE	2019	4th
Columbia Heights MN 55421-	Columbia Heights MN 55421		Meisner

Reason: Clerical Error. Tax capacity from 1476 to 1236. Tax reduced from \$2,170.52 to \$1,834.07.

<b>Zubair Ahmed</b>	<b>R35 30 24 34 0127</b>		
341 Naegele Ave	341 Naegele Ave	2017	4th
Columbia Heights MN 55421-	Columbia Heights MN 55421		Meisner

Reason: Clerical Error. Tax capacity from 1752 to 1645. Tax reduced from \$2699.13 to \$2550.09.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b>Zubair Ahmed</b> 341 Naegele Ave Columbia Heights MN 55421-	<b>R35 30 24 34 0127</b> 341 Naegele Ave Columbia Heights MN 55421	2018	4th Meisner

Reason: Clerical Error. Tax capacity from 1866 to 1764. Tax reduced from \$2866.49 to \$2726.85.

<b>Zubair Ahmed</b> 341 Naegele Ave Columbia Heights MN 55421-	<b>R35 30 24 34 0127</b> 341 Naegele Ave Columbia Heights MN 55421	2019	4th Meisner
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Reason: Clerical Error. Tax capacity from 1968 to 1870. Tax reduced from \$2886.02 to \$2748.64.

**City of Coon Rapids**

<b>Marc Schoning</b> 2510 131st Ave NW Coon Rapids MN 55448-	<b>R04 31 24 14 0028</b> 2510 131st Ave NW Coon Rapids MN 55448	2019	7th Schulte
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Reason: Homestead application not filed. Tax capacity from 1681 to 1460. Tax reduced from \$2,108.11 to \$1,891.63.

<b>Molly Lee</b> 12920 Yukon St NW Coon Rapids MN 55448-	<b>R04 31 24 14 0047</b> 12920 Yukon St NW Coon Rapids MN 55448	2019	7th Schulte
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Reason: Failed to File. Tax capacity from 2656 to 2523. Tax reduced from \$3316.90 to \$3186.62.

<b>William Eakins</b> 1570 120th Ave NW Coon Rapids MN 55448-	<b>R11 31 24 32 0032</b> 1570 120th Ave NW Coon Rapids MN 55448	2019	5th Gamache
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Reason: Failed to File. Tax capacity from 2232 to 2060. Tax reduced from \$2984.93 to \$2816.45.

<b>Nicole Erickson</b> 1281 Northdale Blvd NW Coon Rapids MN 55448-	<b>R14 31 24 21 0020</b> 1281 Northdale Blvd NW Coon Rapids MN 55448	2019	5th Gamache
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Reason: Clerical Error. Tax capacity from 680 to 408. Tax reduced from \$858.67 to \$592.24.

<b>Jovany Lopez</b> 2120 112th Ave NW Coon Rapids MN 55433-	<b>R15 31 24 31 0022</b> 2120 112th Ave NW Coon Rapids MN 55433	2019	7th Schulte
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Reason: Failed to File. Tax capacity from 2087 to 1902. Tax reduced from \$2611.46 to \$2430.25.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b>Steven Fuerstenberg</b>	<b>R21 31 24 24 0002</b>		
10544 Hollywood Blvd NW Coon Rapids MN 55433-	10544 Hollywood Blvd NW Coon Rapids MN 55433	2019	7th Schulte

Reason: Failed to File. Tax capacity from 1943 to 1745. Tax reduced from \$2432.93 to \$2238.98.

<b>Franklin Yang</b>	<b>R25 31 24 24 0067</b>		
9866 Ilex St NW Coon Rapids MN 55433-	9866 Ilex St NW Coon Rapids MN 55433	2019	5th Gamache

Reason: Clerical Error. Tax capacity from 2336 to 2174. Tax reduced from \$2,920.17 to \$2,761.48.

**City of Ham Lake**

<b>Michael Lindstrom</b>	<b>R34 32 23 44 0023</b>		
13330 Leyte St NE Ham Lake MN 55304-	13330 Leyte St NE Ham Lake MN 55304	2019	2nd Braastad

Reason: Failed to File. Tax capacity from 3626 to 3580. Tax reduced from \$3840.46 to \$3804.02.

**City of Lino Lakes**

<b>Cynthia Miller</b>	<b>R30 31 22 44 0039</b>		
335 Arrowhead Dr Lino Lakes MN 55014-	335 Arrowhead Dr Lino Lakes MN 55014	2019	6th Sivarajah

Reason: Failed to File. Tax capacity from 1663 to 1440. Tax reduced from \$2450.21 to \$2188.02.

**City of Ramsey**

<b>William Wimmer</b>	<b>R07 32 25 44 0006</b>		
8900 167th Lane NW Ramsey MN 55303-	8900 167th Lane NW Ramsey MN 55303	2019	1st Look

Reason: Failed to File. Tax capacity from 3084 to 2989. Tax reduced from \$4100.36 to \$3993.25.

<b>Darcie O'Konek</b>	<b>R25 32 25 34 0077</b>		
5305 142nd Lane NW Ramsey MN 55303-	5305 142nd Lane NW Ramsey MN 55303	2019	1st Look

Reason: Failed to File. Tax capacity from 2131 to 1950. Tax reduced from \$2,628.96 to \$2,454.81.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b>Brandon Stewart</b>	<b>R28 32 25 14 0210</b>		
7336 146th Ave NW	7336 146th Ave NW	2019	1st
Ramsey MN 55303-	Ramsey MN 55303		Look

Reason: Clerical Error. Tax capacity from 1062 to 929. Tax reduced from \$1,356.56 to \$1,228.60.

**City of St. Francis**

<b>Scott Loso</b>	<b>R05 33 24 24 0041</b>		
3700 226th Ave NW	3700 226th Ave NW	2019	1st
St Francis MN 55070-	St. Francis MN 55070		Look

Reason: Failed to File. Tax capacity from 1573 to 1342. Tax reduced from \$2084.52 to \$1816.16.

**Application For Penalty**

**City of Coon Rapids**

<b>Peter Tokle</b>	<b>R10 31 24 11 0056</b>		
1748 123rd Ave NW	1748 123rd Ave NW	2018	7th
Coon Rapids MN 55448-	Coon Rapids MN 55448		Schulte

Reason: Circumstances beyond the control of the taxpayer. Abate penalty in the amount of \$80.16.

**City of Spring Lake Park**

<b>Susan Charais</b>	<b>R02 30 24 21 0051</b>		
14255 Vale St NW	409 Manor Dr NE	2018	3rd
Andover MN 55304-	Spring Lake Park MN 55432		West

Reason: Circumstances beyond the control of the taxpayer. Abate penalty in the amount of \$156.29.

**Application For Value Reduction**

**City of Lino Lakes**

<b>Christos Center for Spiritual Formatio</b>	<b>R34 31 22 22 0003</b>		
1212 Holly Dr NE	1212 Holly Dr NE	2019	6th
Hugo MN 55039-	Lino Lakes MN 55039		Sivarajah

Reason: Clerical Error on value and class. Tax capacity reduced from 9122 to 5924. Value reduced from \$238,300 to \$91,500. Total tax reduced from \$16,375.12 to \$10,663.17.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b>Christos Center for Spiritual Formatio</b> 1212 Holly Dr NE Hugo MN 55039-	<b>R34 31 22 23 0002</b> 1212 Holly Dr NE Lino Lakes MN 55039	2019	6th Sivarajah

Reason: Clerical Error on value and class. Tax capacity reduced from 456 to 126. Value reduced from \$22,800 to 12,600. Total tax reduced from \$836.40 to \$148.14.

**City of Oak Grove**

<b>Thomas &amp; Elaine Gallagher</b> 1114 78th Ave NW Williams MN 56686-	<b>R36 33 24 12 0004</b> Unassigned Oak Grove MN	2019	1st Look
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Reason: Unbuildable Lot. Tax capacity reduced from 644 to 363. Value reduced from \$51,500 to \$29,000. Total tax reduced from \$595.81 to \$335.80.

# ANOKA COUNTY BOARD MEETING

## MINUTES

Government Center  
Anoka, Minnesota

May 14, 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: Jerry Soma, County Administrator; Tony Palumbo, County Attorney; staff, other governmental officials, and citizens

\* \* \* \* \*

Commissioner Braastad made motion granting reductions of valuation and/or abatements of taxes, special assessments, costs, penalties and/or interest as requested and approved by the county assessor, county auditor and/or county treasurer. (A full text of persons receiving tax abatements is on file and available for public inspection in the County Administration Office.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

\* \* \* \* \*

Commissioner Look 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 Schulte seconded the motion. Motion carried unanimously.

\* \* \* \* \*

Commissioner West made motion approving the minutes from the April 23, 2019, Anoka County board meeting. Commissioner Schulte seconded the motion. Motion carried unanimously.

\* \* \* \* \*

Chief Medical Examiner A. Quinn Strobl, M.D., presented the 2018 Medical Examiners Annual Report. (Report is on file in the County Administration Office.)

\* \* \* \* \*

Commissioner Gamache presented the Parks Committee report from the meeting of May 7, 2019.

1. Commissioner Meisner made motion approving Contract #C0007070, a Joint Powers Agreement with the City of Fridley for Rice Creek West Regional Trail (Locke Park) parkland exchange for the City of Fridley's Civic Campus Redevelopment Area, subject to review by the county attorney as to form and legality. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Look made motion approving Contract #C0007173, an Access Agreement with Rice Creek Watershed District for work on Rice Creek within Locke Park, part of the Rice Creek West Regional Trail Corridor, subject to review by the county attorney as to form and legality. Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

3. Commissioner Gamache made motion awarding master contracts to three utility locating companies, subject to review by the county attorney as to form and legality:

Contract #C0007211	ZoneOne Locating
Contract #C0007212	Dell Comm Inc.
Contract #C0007213	Ground Penetrating Radar Systems (GPRS)

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

4. Commissioner Look made motion authorizing matching county funds for grant requests to the Minnesota Legacy Fund for a Rum River Habitat Enhancement Initiative in Anoka County. Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

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Ron Schara, Anoka County resident and Lessard-Sams Outdoor Heritage Council member, presented information on the Rum River Habitat Enhancement Initiative and thanked the Anoka County board for their support in the past.

5. Commissioner Gamache made motion awarding Contract #C0007177 to Chase Studio of Cedar Creek, MO, in the amount of \$400,000 for the Exhibit and Displays/Design Build Services for the Wargo Nature Center, subject to review by the county attorney as to form and legality. Commissioner Sivarajah seconded the motion. Upon roll call vote, motion carried unanimously.

\*\*\*\*\*

Commissioner West presented the Management Committee report from the meeting of April 23, 2019.

1. Commissioner Braastad made motion approving the following personnel transactions:
  - A. **New** Position - Human Services/Public Health & Environmental Services - effective May 14, 2019. PC#2019003327  
1.0 FTE Correctional Health Registered Nurse - Grade B111, range \$23.18 to \$39.66 per hour.
  - B. **New** Position - Human Services/Public Health & Environmental Services - effective May 14, 2019. PC#2019003328  
.5 FTE Correctional Health Registered Nurse - Grade B111, range \$23.18 to \$39.66 per hour.

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

2. Commissioner Braastad made motion approving the following personnel transaction:
  - A. **New** Position - Sheriff's Office/Criminal Investigative Division - effective July 1, 2019. PC#2019003330  
1.0 FTE Crime Scene Investigator - Grade 2104, range \$39.66 to \$47.00 per hour.

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

3. Commissioner Schulte made motion approving the following personnel transactions:
  - A. **New** Position - Sheriff's Office/Justice Services - effective July 1, 2019. PC#2019003331  
1.0 FTE Deputy - Grade 2105, range \$28.33 to \$39.86 per hour.
  - B. **New** Position - Sheriff's Office/Criminal Investigative Division - effective July 1, 2019. PC#2019003329  
1.0 FTE Lieutenant - Grade 2114, range \$50.31 to \$55.23 per hour

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

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The following item came forward on an additional agenda:

1. Commissioner Look made motion approving the following personnel transaction:
  - A. **New/Restructure/Fill** - Attorney's Office - effective May 14, 2019 - vacancy due to termination effective April 30, 2019. PC#2017003221  
  
**FROM:** .725 FTE Assistant County Attorney I - Grade C013, range \$25.68 to \$42.61 per hour  
  
**TO:** 1.0 FTE Assistant County Attorney I - Grade C013, range \$25.68 to \$42.61 per hour

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

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Commissioner Schulte presented the Transportation Committee report from the meeting of May 6, 2019.

**Highway**

1. Commissioner Sivarajah made motion entering into Contract #C0005558, a Joint Powers Agreement with the City of Columbus for Project SAP 002-654-003, the reconstruction of CSAH 54 (West Freeway Drive) from a point approximately 3,500 feet north of 147<sup>th</sup> Avenue to the new roundabout at CSAH 23 (Lake Drive), and authorizing the county administrator to execute said agreement, subject to review by the county attorney as to form and legality. Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Gamache made motion entering into Contract #C0006648, a Joint Powers Agreement with the City of Coon Rapids for Project SAP 002-601-050, the replacement of the traffic control signal systems at the intersections of CSAH 1 (Coon Rapids Blvd. NW) and Avocet Street NW, and CSAH 1 and Egret Blvd. NW in the city of Coon Rapids, and authorizing the county administrator to execute said agreement, subject to review by the county attorney as to form and legality. Commissioner Schulte seconded the motion. Upon roll call vote, motion carried unanimously.
3. Commissioner Sivarajah made motion awarding Contract #C0007231 to Dresel Contracting Inc., for Anoka County Project SP 002-618-032, the CSAH 18 (Broadway Avenue) shoulder widening and bituminous overlay from CR 19 (Potomac Street) to CSAH 62 (Kettle River Boulevard) in the city of Columbus, subject to review by the county attorney as to form and legality. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Schulte presented the Transportation Committee Chair report.

**Highway**

1. Commissioner Gamache made motion entering into Contract #C0007252, an Agreement with the Minnesota Pollution Control Agency (MPCA) for Project SP 002-678-022, the Hanson Boulevard reconstruction project, from 139<sup>th</sup> Lane/Jay Street to Bluebird Street in the city of Andover, 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. Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner West offered the following resolution and moved its adoption:

**APPOINTMENT OF THE POSITION OF THE  
COUNTY ADMINISTRATOR FOR ANOKA COUNTY  
(CONTRACT #C0007121)**

WHEREAS, the existing county administrator has submitted their retirement resignation date of May 30, 2019, thus leaving a vacancy for the county administrator position effective May 31, 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 supervisor. On January 7, 2003, Rhonda Sivarajah was elected as a member of the Anoka County Board of Commissioners. In January 2011 she 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:

NOW, THEREFORE, BE IT RESOLVED by the Anoka County Board of Commissioners that Rhonda Sivarajah be appointed the county administrator of Anoka County effective May 31, 2019, and the employment contract (#C0007121) for the county administrator position is hereby approved.

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Commissioner Gamache offered a friendly amendment to remove the contract language from the resolution. Commissioner West accepted this amendment.

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Commissioner Gamache offered a second friendly amendment setting a date certain of May 28, 2019, for the county board to consider the county administrator contract. Commissioner West accepted this amendment.

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The resolution for adoption, as amended:

**RESOLUTION #2019-64**

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

WHEREAS, the existing county administrator has submitted their retirement resignation date of May 30, 2019, thus leaving a vacancy for the county administrator position effective May 31, 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 supervisor. On January 7, 2003, Rhonda Sivarajah was elected as a member of the Anoka County Board of Commissioners. In January 2011 she 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:

NOW, THEREFORE, BE IT RESOLVED by the Anoka County Board of Commissioners that Rhonda Sivarajah be appointed the county administrator of Anoka County effective May 31, 2019, and that the employment contract for the county administrator will be considered by the county board at its May 28, 2019, regular meeting.

Upon roll call vote, Commissioners Braastad, West, Schulte, and Look voted “yes.” Commissioners Meisner and Gamache voted “no.” Commissioner Sivarajah abstained. Amended resolution adopted.

\* \* \* \* \*

The county board meeting was adjourned at 10:58 a.m.

ATTEST:

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

By: \_\_\_\_\_  
Jerry Soma  
County Administrator

By: \_\_\_\_\_  
Rhonda Sivarajah, its Chair

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

DRAFT