

# ANOKA COUNTY BOARD AGENDA

FOR THE JULY 9, 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	
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 June 25, 2019, county board meeting.
7. Chair's remarks.
  - A. Consider, for informational purposes, a presentation on the Anoka County Fair.
8. Committee reports.
  - A. Management Committee report.
  - B. Transportation Committee Chair report.
  - C. Intergovernmental and Community Relations Committee Chair report.
  - D. Internal Audit Committee report.
  - E. Parks Committee report.

## ANOKA COUNTY

### MANAGEMENT COMMITTEE REPORT

FOR THE JULY 9, 2019, COUNTY BOARD MEETING

The Management Committee meeting was held on June 25, 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; Rhonda Sivarajah, County Administrator; Marcy Crain, Chief Deputy County Attorney; John Lenarz, License & Passport Centers Manager; Dee Guthman, Deputy County Administrator; Andrew Dykstra, Facilities Management and Construction Director; Doug Fischer, Transportation Division Manager; Susan Vreeland, Information Technology Director; Cory Kampf, Finance and Central Services Division Manager; Cindy Cesare, Human Services Division Manager; and Teresa Swoyer, Administrative Coordinator

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** Position - Administration/Facilities Management and Construction - in budget - effective July 9, 2019. PC#2019003336  
  
.6 FTE            Custodian - Grade A005, range \$13.39 to \$20.78 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 adopting Resolution #2019-M1, Deputy Registrar Reimbursement Grant Program for Anoka County, Minnesota.

**This matter was referred directly to the county board for action at their meeting of June 25, 2019.**

ANOKA COUNTY

CONSENT ITEMS

FROM THE JUNE 25, 2019, MANAGEMENT COMMITTEE MEETING

1. Reclassifications as recommended by the Employee Relations director. **See attached** dated June 25, 2019.
2. Travel requests at the request and recommendation of the respective department heads in accordance with the Travel and Expense Policies:
  - A. Terry Holm, Facilities Operations Manager, and Lori Cram, Business Analyst - Administration/Facilities Management and Construction - to attend Accruent Insights 2019 - Aurora, CO - 3 days, October 2019 - costs for each to include \$900 registration (comped by Accruent), \$47 mileage, \$777 lodging, \$124 per diem (meals included at conference), \$337 air fare, and \$80 parking.
  - B. Lyle Slawson, Systems Project Leader - Administration/Information Technology - to attend Central Square Conference - San Antonio, TX - 5 days, March 2019 - costs to include \$699 registration, \$860 lodging, \$144 per diem (some meals provided), \$71 mileage, \$46 ground transportation, and \$500 air fare.
  - C. Josh Bydlon, Senior Systems Engineer and Alex Ma, End-User Technology Services Sr. PC LAN Specialist - Administration/Information Technology - attend MS Ignite - Orlando, FL - 5 days, November, 2019 - costs for each to include \$2,500 registration, \$77 mileage, \$1,125 lodging, \$363 per diem, \$675 air fare, and \$250 ground transportation.
  - D. Cory Storms, Lead Systems Engineer - Administration/Information Technology - to attend Configuring BIG-IP APM: Access Policy Manager - Online Training - 3 days, June 2019 - costs to include \$2,806.99 registration.

**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>
Katherine Stelzner	Recycling Program Assistant	Recycling Program Specialist	10	11	PHES	07/06/2019
Lydia Campbell	Recycling Program Assistant	Recycling Program Specialist	10	11	PHES	07/06/2019

# POSITION ACTION FORM

Revised 01/2018

<b>Department:</b> Facilities Management & Construction		
<b>Position effective date:</b> 7-13-2019	<b>Management Committee meeting date:</b> 06/25/2019	<b>Board meeting date:</b> 07/09/2019

<b>Action requested:</b> Approve one new 0.6 FTE Custodian position		
<b>Background:</b> Currently, a 1.0 FTE Custodian position cleans Highway, Field Operations Building and Coon Rapids/Blaine License Centers. The Highway Building alone requires a 1.0 Custodian (total square feet 135,000).		
<p><b><u>Highway Custodial Services</u></b>  <b>Current:</b> FTE = 0.6 / Cost = \$26,857</p> <p><b><u>FOB/Lic Center Custodial Services</u></b>  <b>Current:</b> FTE = 0.4 / Cost = \$17,904.80</p>	<p><b><u>Highway Custodial Services Proposed</u></b>  1 FTE / Total Cost = \$44,762 / Highway to fund Net Increase</p> <p><b><u>FOB/Lic Center Custodial Proposed</u></b>  0.6 FTE / Total Cost = 17,472 / Slight Net Decrease  * Assume \$14/Hour No Benefits</p>	
<b>Recommendations:</b> Dedicate current 1.0 FTE Custodian to Highway, add .6 FTE Custodian PC #2019003336 to clean Field Operations Building and Coon Rapids/Blaine License Centers.		
<b>Funding source:</b>	<b>Budget adjustment current year</b>	<b>Budget adjustment future years</b>
Current budget	\$0.00	\$0.00
<b>Funding description:</b> Highway Department will fund net increase.		

<b>Submitted by:</b> Andrew Dykstra/Doug Fischer	<b>Date submitted:</b> 06/06/2019
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**TRANSPORTATION COMMITTEE CHAIR REPORT  
FOR THE JULY 9, 2019  
COUNTY BOARD MEETING**

**Government Center  
Anoka, Minnesota**

**ACTION ITEMS**

**Highway**

- \*1. The Chair of the committee recommends approval to enter into an Encroachment Agreement (#C0007351) with Magellan Pipeline, LLC for roadway work that is being performed within their pipeline easement associated with Project SP 002-618-032; 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.



# ANOKA COUNTY BOARD ACTION ITEM

July 1, 2019

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval to enter into an Encroachment Agreement (#C0007351) with Magellan Pipeline, LLC for roadway work that is being performed within their pipeline easement associated with Project SP 002-618-032; and authorizing the Chair of the County Board and the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.</i>
BACKGROUND	<p><i>Magellan Pipeline, LLC owns and maintains a high-pressure gas pipeline that exists under CSAH 18 (Broadway Avenue). The existing pipeline is covered by an existing permanent easement owned by Magellan Pipeline, LLC. To protect the integrity of the pipeline, and per the Anoka County ROW ordinance, the pipeline is encased inside a steel casing pipe under the roadway core. Prior to performing any grading/widening work over the pipeline, the County was required to verify that the existing casing was long enough to cover the additional shoulder widening. It has been confirmed that the casing pipe is long enough to support the shoulder widening work.</i></p> <p><i>The last item that needs to be completed prior to commencing the shoulder widening work over the pipeline is execution of the attached encroachment agreement. The Attorney's Office has reviewed the agreement and does not have any objections.</i></p>
PREVIOUS ACTION TAKEN	<p><i>02/05/2018 – authorize preparation of highway right-of-way plat</i> <i>04/16/2018 – authorization to negotiate JPA with city of Columbus</i> <i>04/30/2018 – authorization to acquire ROW</i> <i>10/15/2018 – revised authorization to acquire ROW</i> <i>01/02/2019 – authorization to advertise for bids</i></p>
COMMENTS	<p><i>There are no costs associated with this agreement.</i></p>
RECOMMENDATIONS	<p><i>Approval.</i></p>

**ANOKA COUNTY**  
**INTERGOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE**

**CHAIR REPORT**

FOR THE JULY 9, 2019 COUNTY BOARD MEETING

**\*Action Item**

- \*1. The chair recommends the county board approve Contract #C0007320 with Hennepin Healthcare System to provide autopsy services with an annual revenue of \$25,000, for a term of one year. See **attached** worksheet.

\*Requires Board Approval.



Anoka County Action Item  
Intergovernmental Committee

ACTION REQUESTED	Approve a contract for medical examiner services for Hennepin Healthcare System . This agreement is to provide autopsy service for hospital cases.
Background/description	Hennepin Healthcare requested a proposal from us to do their hospital cases. They are moving away from their current provider. The agreement is to start July 2019 and will go for 1 year, and be reviewed for renewal. The hospital also provides their own transportation to our office.
Amount of contract	This will be a fee contract with an estimated annual revenue of \$25,000.
County Contract Number	The contract number for Hennepin Healthcare is C0007320.
Other	We currently provide hospital autopsy service to several other hospitals.

**ANOKA COUNTY  
INTERNAL AUDIT COMMITTEE REPORT**

FOR THE JULY 9, 2019 COUNTY BOARD MEETING

The Internal Audit Committee meeting was held on Monday, June 24, 2019, in Master Conference Room #772, Anoka County Government Center, Anoka, Minnesota.

Persons Present: **Committee Members** – Commissioner Matt Look, Chair; Commissioner Scott Schulte; Rhonda Sivarajah, County Administrator; Robert Thistle, Citizen Member

**Others Present** – Commissioner Mandy Meisner; Chuck Denninger, Internal Auditor; Randy Vogt, Office of the State Auditor; Juli Mader, Office of the State Auditor; Cory Kampf, Finance & Central Services Division Manager; Brenda Pavelich-Beck, Accounting Director; Yvonne Kirkeide, Accounting Manager; Joshua Kent, Accounting Manager; Lindsey Felgate, Purchasing Manager; John Lenarz, License Bureau Director; Dee Guthman, Deputy County Administrator; Susan Vreeland, Information Technology Director; Kristine Harris, Finance & Central Services Treasury Specialist; Mike Roff, Employee Relations Director; Christine Kappelhoff, Employee Relations Business Analyst; Cindy Cesare, Human Services Division Manager; and Brad Thiel, Economic Assistance Director

Absent: **Committee Member** - Brian Page

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

The report of the December 20, 2018, committee meeting was approved as written. (Commissioner Schulte abstained).

**Information Items**

1. Randy Vogt and Juli Mader from the Office of the State Auditor (OSA) reviewed the 2018 Management and Compliance Report for Anoka County. The County received an unmodified opinion which is the highest rating obtainable for the annual financial audit. In some tested case files related to selected Medical Assistance programs, not all documentation was available, updated, or input correctly to support participant eligibility. The OSA recommended additional procedures to provide assurance, including training. Management concurred.

In three Federal assistance programs, the history of procurement records was insufficient. In addition, three procurement contracts with vendors lacked the suspension and debarment language. The OSA recommended all necessary mandated language be included in procurement contracts. Management agreed. The final report with Management Responses will be issued shortly.

2. The committee approved the Summary Report of the limited audit of the potential impact of MNLARS on License Centers. In the second half of 2018, the Office of the Legislative Auditor (OLA) conducted an audit after the Minnesota License and Registration System (MNLARS) roll-out. The OLA reported a number of system-related issues, many of which were impacting License Centers and clients.

One of the objectives of the internal audit was to assess whether the OLA reported issues were impacting current transaction processing of vehicle registration renewals (a.k.a., tabs) and title transfers. Specifically, the Internal Auditor evaluated whether License Center employees were forced to perform “work-arounds” in order to complete transaction processing.

There were no instances noted of employees performing system overrides to bypass the internal controls. Internal Audit is not making any audit recommendations at this time.

3. The committee approved the Summary Report of the Limited, Integrated Review of Treasury and Information Technology. The internal audit focused on the disbursements and investment-related activities as outgoing payments and transfers were processed by Treasury. This integrated review also evaluated Information Technology risks and internal controls once processed data is stored, protected on-site, and accessed before being electronically transmitted to banks.

In addition, the Internal Auditor reviewed procedures for investment-related activities and identified opportunities to strengthen the current system of internal controls. For example, management should hold consistent Investment Review Committee (IRC) meetings and should prepare formal, approved minutes from these meetings.

The Internal Auditor recommended monitoring and management oversight of investment activity be strengthened. Management agreed and stated plans were developed to address the reported concerns.

4. The committee approved the final 2019 Audit Plan. The Plan, as stipulated in the Internal Audit Charter Statement, was submitted to the county commissioners for comment prior to the committee's action.
5. The next meeting of the Internal Audit Committee will be in September 2019.

The meeting was adjourned at 10:30 a.m.

PARKS COMMITTEE REPORT  
FOR THE TUESDAY, JULY 9, 2019  
COUNTY BOARD MEETING

The Parks Committee meeting was held on Tuesday, July 2 at the Bunker Hills Activities Center.

Committee Members Present: Commissioner Mike Gamache; Commissioner Matt Look; Commissioner Robyn West

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

Others Present: County Administrator Rhonda Sivarajah; Christine Carney, Assistant County Attorney; Patti Hetrick, Budget Director; Laurie Elvig, Accountant; Lynne Hagen, Master Gardeners Coordinator; Master Gardener Volunteers

**Action Items:**

1. The Committee recommends that the County Board authorize three Metro Parks and Trails Legacy Grant Agreements for projects within the regional park system, upon review and approval by the County Attorney's office as to form and legality.  
Anoka County Contracts:  
#C0007346-Approximately \$1,000,000 for Bunker Beach Wave Pool's reconstruction and Asset Management  
#C0007347-Approximately \$350,000 for upgrading the interpretive displays at Wargo Nature Center  
#C0007348-Approximately \$315,000 for parcel acquisition at Rum River Central Regional Park
2. The Committee recommends that the County Board reject all bids received for the Trails and Bunker Beach Parking Lot Reconstruction Project in Bunker Hills Regional Park due to the high cost.
3. The Committee recommends that the County Board approve Anoka County Contract #C0007318 and authorize Jeff Perry, Parks Director (or his designee) to execute all documents necessary to complete the purchase of property located at 18055 Roanoke Street NW, Ramey, MN, for the cash purchase price of \$300,000, plus closing costs and applicable fees, which is the fair market value established by the county's appraisal.
4. The Committee recommends that the County Board adopt Resolution 2019-PRK09 relating to the Minnesota Department of Natural Resources Snowmobile and Cross-Country Grant-In-Aid Program.
5. The Committee recommends that the County Board enter into a Lease Agreement (Anoka County Contract #C0006989) with the University of Minnesota Extension for office space on the lower level of Bunker Hills Activities Center at a rate of \$3,219.67 per month beginning July 1, 2019 for a term of three years with one, two-year option for renewal at the same terms and conditions.

**Committee Action Items:**

6. The Committee recommends that the County should not participate financially in the pedestrian bridge proposed to go over Coon Rapids Boulevard, in the City of Coon Rapids due to limitations in available funding and other commitments for reimbursements still pending.
7. The Committee authorized two public firewood sales to reduce inventories by approximately 300 fireplace cords.

**Informational Items:**

8. The Committee was provided an update on 2019 operations of Chomonix Golf Course.
9. The Committee recognized the contributions of the University of Minnesota's (UMN) Master Gardeners Program in Anoka County.
10. The Committee reviewed the proposed 2020 Budget and CIP for the Parks Department, Bunker Beach, and Chomonix Golf Course.
11. The Committee was provided an update on the replacement of the Rum River North County Park playground.
12. The Committee was provided an update on the Bunker Beach Water Park Feasibility Analysis and next steps.
13. The Committee received the monthly Parks Department updates.
14. Public comments were shared by Wes Volkenant, county resident, regarding items discussed during the meeting.

**COUNTY BOARD ACTION ITEM 1 – AUTHORIZATION OF PARKS AND TRAILS LEGACY GRANT AGREEMENTS**

**Parks Committee**

**Committee Date: July 2, 2019**

**County Board Date: July 9, 2019**

**Action Requested**

For the Committee to recommend to the County Board to authorize three Metro Parks and Trails Legacy Grant Agreements for projects within the regional parks system.

**Previous Committee / County Board Action**

June 2018 – 5 year CIP review  
January 2019 –10-year Project Forecast Review

**Background / Analysis**

The County will be receiving three Metropolitan Council Parks and Trails Legacy grant agreements for three projects within the regional parks system FY2020. They are as follows:

1. Approximately \$1,000,000 for Bunker Beach Wave Pool’s reconstruction and Asset Management. (Anoka County Contract# C0007346)
2. Approximately \$350,000 for upgrading the interpretive displays at Wargo Nature Center (Anoka County Contract# C0007347)
3. Approximately \$315,000 for parcel acquisition at Rum River Central Regional Park (Anoka County Contract# C0007348)

Per the Metropolitan Council, fully executed grant agreements must be in place prior to any project expenditures. The Parks Department is requesting authorization of these grant agreements in July, so that once the funding agreements are received they can be signed by the Board immediately and returned to the Met Council for full execution. The Department is optimistic this will allow the parcel acquisition to occur by August 31, 2019 as required by the seller.

**Conclusion / Recommendation**

For the Committee to recommend to the County Board to authorize three Metro Parks and Trails Legacy Grant Agreements (Anoka County Contracts C0007346, C0007347, C0007348) for projects within the regional park system, upon review and approval by the County Attorney’s office as to form and legality.

**Supporting Documents**

N/A

**Lead Staff**

Karen Blaska, Park Planner

**COUNTY BOARD ACTION ITEM 2 – BID AWARD – BUNKER HILLS TRAILS AND BUNKER BEACH PARKING LOT RECONSTRUCTION**

**Parks Committee**

**Committee Date: July 2, 2019**

**County Board Date: July 9, 2019**

<p><b>Action Requested</b> For the Committee to recommend to the Board to reject all bids for the Bunker Hills Trails and Bunker Beach Parking Lot Reconstruction Project.</p>
<p><b>Previous Committee / County Board Action</b> June 2018 – 5 Year CIP presentation January 2018 – 10-year Capital Project Forecast</p>
<p><b>Background / Analysis</b> The Parks Department has been working on plans for the reconstruction of the Bunker Beach parking lot and trails within Bunker Hills Regional Park.</p> <p>The Bunker Beach parking lot reconstruction includes improvements to the entrance and exist drives, repaving the existing parking lot, adding 39 parking spaces, and expanding infiltration basins to address storm water management.</p> <p>The trail reconstruction is a bid alternate (addition) and will address trail segments that are beginning to fail. The 7,500 linear feet of trail reconstruction includes widening 3,700 linear feet of 8' wide trail to 10' wide trail to comply with the regional trail standards.</p> <p>Bids were opened on June 27<sup>th</sup>, there were two bids received. Both bids were significantly higher than the engineer's estimate of \$475,000. The Parks Department will redesign the project and rebid around January 2020.</p>
<p><b>Conclusion / Recommendation</b> Recommend to the Board to reject all bids for the Bunker Hills Trails and Bunker Beach Parking Lot Reconstruction Project.</p>
<p><b>Supporting Documents</b> Bid Tab Overall Site Improvements Plan Bunker Beach Parking Lot Site Plan</p>
<p><b>Lead Staff</b> Danielle Sanborn, Landscape Architect</p>

**COUNTY BOARD ACTION ITEM 3 – AUTHORIZATION OF PURCHASE AGREEMENT – RUM RIVER CENTRAL REGIONAL PARK**

**Parks Committee**

**Committee Date: July 2, 2019**

**County Board Date: July 9, 2019**

**Action Requested**

For the Committee to recommend to the County Board to authorize Jeff Perry, Parks Director (or his designee) to execute all documents necessary to complete the purchase of property located at 18055 Roanoke Street NW, Ramey, MN, for the cash purchase price of \$300,000 plus closing costs and applicable fees, which is the fair market value established by the county's appraisal (Anoka County Contract #C0007318).

**Previous Committee / County Board Action**

January 2019 – Resolution of Support to submit funding application and 10-year Project Forecast Review

**Background / Analysis**

In January 2019, the County Board adopted Resolution 2019-16 authorizing the Parks Department to apply for state grant funding and negotiate terms for the acquisition of the property at 18055 Roanoke Street in Ramsey, adjacent to Rum River Central Regional Park. Funding for the acquisition is anticipated to be available in August 2019. The master plan for the park has previously identified this parcel for inclusion within the park boundary. The draft purchase agreement is for \$300,000, which was established by the county fair market value appraisal. The acquisition includes approximately 5 acres, the homestead and second detached garage.

**Conclusion / Recommendation**

For the Committee to recommend to the County Board to authorize Jeff Perry, Parks Director (or his designee) to execute all documents necessary to complete the purchase of property located at 18055 Roanoke Street NW, Ramey, MN, for the cash purchase price of \$300,000, plus closing costs and applicable fees, which is the fair market value established by the county's appraisal (Anoka County Contract C#0007318).

**Supporting Documents**

Draft Purchase Agreement will be provided at the meeting.

**Lead Staff**

Karen Blaska, Park Planner

# COUNTY BOARD ACTION ITEM 4 – SNOWMOBILE AND CROSS -COUNTRY SKI TRAILS GRANT-IN-AID PROGRAM

## Parks Committee

Committee Date: July 2, 2019

County Board Date: July 9, 2019

### Action Requested

To recommend to the County Board to adopt a Resolution relating to the Minnesota Department of Natural Resources' Snowmobile and Cross-Country Ski Trails Grant-In-Aid Program.

### Previous Committee / County Board Action

June 2017 – Resolution of Support

### Background / Analysis

During the past 32 years, the Parks Department has received grant assistance for the operation and maintenance of the cross-country ski trail program and has acted as the local sponsor (pass-through fiscal agent) for the three snowmobile clubs in Anoka County that maintain the snowmobile trails. The three snowmobile clubs in Anoka County are the Rice Creek Trail Association, Kiwi Crossing, and Sno-Ghosts dba Rum River Trail Snowmobile Clubs.

The resolution is required to be updated every two years and must be included in the application process required by the Minnesota Department of Natural Resources. The resolution authorizes the Parks Department to apply for funds for the Snowmobile and Cross-Country Ski Trails Grant-In-Aid Program, agrees to act as a sponsor for the three local snowmobile clubs, certifies that various benchmarks have been met, and administers the grant from the Minnesota Department of Natural Resources.

### Conclusion / Recommendation

To recommend to the County Board to adopt Resolution 2019-PRK09 relating to the Minnesota Department of Natural Resources Snowmobile and Cross-Country Grant-In-Aid Program.

### Supporting Documents

Resolution Relating to Snowmobile and Cross-Country Trails Grants-In-Aid Programs  
Cross-country Ski Trail Map  
Snowmobile Trails Map

### Lead Staff

Cory Hinz, Recreation Services Manager

# BOARD OF COUNTY COMMISSIONERS

Anoka County, Minnesota

DATE: July 9, 2019

RESOLUTION #2019-PRK09

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## RESOLUTION RELATING TO SNOWMOBILE AND CROSS-COUNTRY SKI TRAILS GRANT-IN AID PROGRAMS

WHEREAS, the Minnesota Department of Natural Resources (DNR) has established a grant-in-aid program for the establishment of cross-country ski trails and snowmobile trails; and,

WHEREAS, such ski trails and snowmobile trails are beneficial to the public recreation programs conducted by the Anoka County Parks Department; and,

WHEREAS, Anoka County agrees to sponsor three local snowmobile clubs, certify that various benchmarks have been met, and administer the grant from the DNR; and,

WHEREAS, such grant-in-aid assistance is available on certain terms and conditions specified by the Minnesota Department of Natural Resources, which are compatible with the County's existing public recreation program:

NOW, THEREFOR, BE IT RESOLVED by the Anoka County Board of Commissioners that the Anoka County Director of Parks is hereby authorized to make application for funds to secure financial assistance to conduct a Cross-Country Ski Trail Program and Snowmobile Trail Program in Anoka County from July 9, 2019 through June 30, 2021.

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

## COUNTY BOARD ACTION ITEM 5 – LEASE AGREEMENT – UNIVERSITY OF MINNESOTA EXTENSION

### Parks Committee

Committee Date: July 2, 2019

County Board Date: July 9, 2019

**Action Requested**

To recommend to the County Board to enter into a Lease Agreement with the University of Minnesota Extension for office space on the lower level of Bunker Hills Activities Center.

**Previous Committee / County Board Action**

Various Lease Agreements and Amendments since 2004.

**Background / Analysis**

In 2003, the University of Minnesota reorganized the delivery of services provided through the Minnesota Extension. Instead of an office in each county, the University decided to establish regional offices serving multiple counties. They identified Andover and the Bunker Hills Activities Center as a desired location for one of the eighteen regional offices.

As a result, Anoka County entered into a Lease Agreement with the University of Minnesota that commenced on January 1, 2004 and has continued to renew various Lease Agreements since then. The current agreement is set to expire in July of 2019 and the University of Minnesota wishes to enter into a new Lease Agreement.

As a result, a new lease agreement has been negotiated and agreed upon. The term of the Lease will be three years upon commencement of the agreement with one (1) two (2) year option to renew. The rental rate will be \$13 per square foot of the rentable area, or \$3,219.67/month.

The terms and conditions of the Lease Agreement have proven to be effective and the relationship has been positive between the University of Minnesota and the Parks Department.

**Conclusion / Recommendation**

To recommend to the County Board to enter into a Lease Agreement with the University of Minnesota Extension for office space on the lower level of Bunker Hills Activities Center.

**Supporting Documents**

Lease Agreement

**Lead Staff**

Jeff Perry, Park Director

*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

**July 9, 2019**

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
<b>Application For Classification</b>			
<b><u>City of Blaine</u></b>			
<b>Hart Custom Homes Inc</b>	<b>M99951 000984</b>		
5501 Lakeland Ave N	3229 93rd Dr NE	2019	3rd
Crystal MN 55429-	Blaine MN		West

Reason: Going Exempt. Tax capacity reduced from 362 to 0. Tax reduced from \$467.44 to \$0.00.

**City of Ham Lake**

<b>Gayle Murphy</b>	<b>R19 32 23 21 0005</b>		
4631 Viking Blvd NE	Unassigned	2017	2nd
Wyoming MN 55092-	Ham Lake MN		Braastad

Reason: Change in predom use code per county directive. Tax capacity reduced from 429 to 343. Tax reduced from \$445.02 to \$296.68.

<b>Gayle Murphy</b>	<b>R19 32 23 21 0005</b>		
4631 Viking Blvd NE	Unassigned	2018	2nd
Wyoming MN 55092-	Ham Lake MN		Braastad

Reason: Change in predom use code per county directive. Tax capacity reduced from 429 to 343. Tax reduced from \$449.70 to \$288.62.

<b>Gayle Murphy</b>	<b>R19 32 23 21 0005</b>		
4631 Viking Blvd NE	Unassigned	2019	2nd
Wyoming MN 55092-	Ham Lake MN		Braastad

Reason: Change in predom use code per county directive. Tax capacity reduced from 429 to 343. Tax reduced from \$429.15 to \$271.74.

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
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**Application For Disability Exemption**

**City of Andover**

<b>Ronald Meyer</b>	<b>R05 32 24 32 0015</b>		
17526 Xenia St NW	17526 Xenia St NW	2019	7th
Andover MN 55304-	Andover MN 55304		Schulte

Reason: Disabled Veterans application filed for 100%. Tax capacity reduced from 3765 to 796. No change in value. Total tax reduced from \$4105.36 to \$886.17.

**City of Blaine**

<b>James Damman</b>	<b>R19 31 23 21 0124</b>		
10678 Terrace Rd NE	10678 Terrace Rd NE	2019	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Disabled Veterans application filed for 70%. Tax capacity reduced from 1814 to 506. No change in value. Total tax reduced from \$2223.67 to \$623.65.

**City of Centerville**

<b>Stephen &amp; Kary Jo Burggraff</b>	<b>R23 31 22 33 0039</b>		
1694 Hunters Trail	1694 Hunters Trail	2019	6th
Centerville MN 55038-	Centerville MN 55038		Sivarajah

Reason: Disabled Veterans application filed for 70%. Tax capacity reduced from 3449 to 2006. No change in value. Total tax reduced from \$5664.17 to \$3295.04.

**City of Coon Rapids**

<b>Peter Dades</b>	<b>R21 31 24 24 0017</b>		
10505 Mississippi Blvd NW	10505 Mississippi Blvd NW	2019	7th
Coon Rapids MN 55433-	Coon Rapids MN 55433		Schulte

Reason: Disabled Veterans application filed for 100%. Tax capacity reduced from 828 to 0. No change in value. Total tax reduced from \$1050.56 to \$24.02.

**City of Fridley**

<b>Robert Larson</b>	<b>R03 30 24 23 0137</b>		
677 Ironton St NE	677 Ironton St NE	2019	5th
Fridley MN 55432-	Fridley MN 55432		Gamache

Reason: Disabled Veterans application filed for 100%. Tax capacity reduced from 486 to 0. No change in value. Total tax reduced from \$655.15 to \$24.02.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b><u>City of Ham Lake</u></b>			
<b>Lorlee Sanchez</b>	<b>R34 32 23 44 0003</b>		
3243 134th Ave NE	3243 134th Ave NE	2019	2nd
Ham Lake MN 55304-	Ham Lake MN 55304		Braastad

Reason: Disabled Veterans application filed for 70%. Tax capacity reduced from 6541 to 4733. No change in value. Total tax reduced from \$6828.39 to \$5005.60.

<b><u>City of St. Francis</u></b>			
<b>Brandon Buss</b>	<b>R31 34 24 11 0037</b>		
4100 236th Lane NW	4100 236th Lane NW	2019	1st
St Francis MN 55070-	St. Francis MN 55070		Look

Reason: Disabled Veterans application filed for 100%. Tax capacity reduced from 430 to 0. No change in value. Total tax reduced from \$569.24 to \$24.02.

### **Application For Homestead**

<b><u>City of Blaine</u></b>			
<b>Patricia Kinney</b>	<b>M99916 050003</b>		
42 111th Lane NE	42 111th Lane NE	2019	2nd
Blaine MN 55434-	Blaine MN 55434		Braastad

Reason: Clerical Error. Tax capacity reduced from 212 to 127. Tax reduced from \$251.23 to \$172.63.

<b>Katherine Hermanstorfer</b>	<b>M99923 144001</b>		
9513 Fillmore St NE	9513 Fillmore St NE	2019	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Failed to File. Tax capacity reduced from 192 to 115. Tax reduced from \$247.09 to \$159.48.

<b>Francisco Ramos</b>	<b>M99951 000459</b>		
3314 90th Lane NE	3314 90th Lane NE	2018	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Clerical Error. Tax capacity reduced from 354 to 212. Tax reduced from \$471.92 to \$305.14.

<b>Francisco Ramos</b>	<b>M99951 00459</b>		
3314 90th Lane NE	3314 90th Lane NE	2019	3rd
Blaine MN 55434-	Blaine MN 55434		West

Reason: Clerical Error. Tax capacity reduced from 377 to 226. Tax reduced from \$486.80 to \$314.34.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b>Joe Mason</b>	<b>R16 31 23 33 0143</b>		
1959 110th Ct NE	1959 110th Ct NE	2019	3rd
Blaine MN 55449-	Blaine MN 55449		West

Reason: Clerical Error. Tax capacity 2576 to 2435. Tax reduced from \$3,339.13 to \$3,178.70.

<b>Anthony Ajewole</b>	<b>R35 31 23 41 0043</b>		
8825 Austin St NE	8825 Austin St NE	2019	6th
Blaine MN 55014-	Blaine MN 55014		Sivarajah

Reason: Failed to File. Tax capacity reduced from 2093 to 1909. Tax reduced from \$2972.71 to \$2765.59.

**City of Circle Pines**

<b>Patty Johnson</b>	<b>R25 31 23 12 0115</b>		
24 Park Dr	24 Park Dr	2019	6th
Circle Pines MN 55014-	Circle Pines MN 55014		Sivarajah

Reason: Failed to File for 50% homestead. Tax capacity reduced from 1803 to 1698. Tax reduced from \$3511.48 to \$3372.68.

**City of Columbia Heights**

<b>Jennifer Maina</b>	<b>R35 30 24 43 0087</b>		
3857 La Belle St	3857 La Belle St	2019	4th
Columbia Heights MN 55421-	Columbia Heights MN 55421		Meisner

Reason: Filed to file. Tax capacity reduced from 2065 to 1878. Tax reduced from \$3027.09 to \$2764.94.

<b>Nancy Rodriguez</b>	<b>R36 30 24 34 0165</b>		
3836 Buchanan St NE	3836 Buchanan St NE	2019	4th
Columbia Heights MN 55421-	Columbia Heights MN 55421		Meisner

Reason: Clerical Error. Tax capacity reduced from 2152 to 1973. Tax reduced from \$3153.60 to \$2902.67.

**City of Coon Rapids**

<b>William Libberton</b>	<b>R04 31 24 34 0063</b>		
2901 126th Ave NW	2901 126th Ave NW	2019	7th
Coon Rapids MN 55448-	Coon Rapids MN 55448		Schulte

Reason: Failed to File. Tax capacity reduced from 2410 to 2255. Tax reduced from \$3011.91 to \$2860.09.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b>Andrew Hofflander</b>	<b>R05 31 24 21 0201</b>		
13164 Vintage St NW	13164 Vintage St NW	2019	7th
Coon Rapids MN 55448-	Coon Rapids MN 55448		Schulte

Reason: Failed to File. Tax capacity 1637 to 1412. Tax reduced from \$2,082.98 to \$1,862.59.

<b>Nina Syverson</b>	<b>R17 31 24 12 0089</b>		
11631 Silverod St NW	11631 Silverod St NW	2019	7th
Coon Rapids MN 55433-	Coon Rapids MN 55433		Schulte

Reason: Failed to File. Tax capacity 3685 to 3644. Tax reduced from \$4592.64 to \$4552.48.

<b>Patricia Sieler</b>	<b>R23 31 24 11 0081</b>		
10742 Redwood St NW	10742 Redwood St NW	2019	5th
Coon Rapids MN 55433-	Coon Rapids MN 55433		Gamache

Reason: Failed to File. Tax capacity 1757 to 1543. Tax reduced from \$2193.92 to \$1984.30.

**City of East Bethel**

<b>Emeteria Vazquez-Romero</b>	<b>R29 34 23 22 0124</b>		
1142 243rd Lane NE	1142 243rd Lane NE	2019	2nd
East Bethel MN 55005-	East Bethel MN 55005		Braastad

Reason: Failed to File. Tax capacity reduced from 2173 to 1996. Tax reduced from \$3336.69 to \$3148.98.

**City of Fridley**

<b>Connie Tran</b>	<b>R14 30 24 32 0235</b>		
215 Christenson Way NE	215 Christenson Way NE	2019	4th
Fridley MN 55432-	Fridley MN 55432		Meisner

Reason: Failed to File. Tax capacity reduced from 1718 to 1500. Tax reduced from \$2657.45 to \$2362.79.

<b>Tyler Johnson</b>	<b>R14 30 24 42 0024</b>		
633 Bennett Dr NE	633 Bennett Dr NE	2019	4th
Fridley MN 55432-	Fridley MN 55432		Meisner

Reason: Failed to File. Tax capacity 2274 to 2106. Tax reduced from \$3519.73 to 3291.91.

<b>Naomi St John</b>	<b>R14 30 24 42 0108</b>		
680 63rd Ave NE	680 63rd Ave NE	2019	4th
Fridley MN 55432-	Fridley MN 55432		Meisner

Reason: Failed to File. Tax capacity 1935 to 1737. Tax reduced from \$2,998.59 to \$2,730.09.

Property Owner	PIN Number and Property Address	Payable Year	Commissioner District
<b>Dinesh Bijlwan</b>	<b>R15 30 24 41 0084</b>		
101 Satellite Lane NE Fridley MN 55432-	101 Satellite Lane NE Fridley MN 55432	2019	4th Meisner

Reason: Failed to File. Tax capacity 2155 to 1977. Tax reduced from \$3,327.31 to \$3,086.71.

<b>Toby Lien</b>	<b>R24 30 24 14 0047</b>		
5809 Arthur St NE Fridley MN 55432-	5809 Arthur St NE Fridley MN 55432	2019	4th Meisner

Reason: Clerical Error. Tax capacity reduced from 852 to 556. Tax reduced from \$3869.60 to \$3468.20.

**City of Lino Lakes**

<b>Thomas Flaherty</b>	<b>R06 31 22 11 0008</b>		
8323 4th Ave Lino Lakes MN 55014-	8323 4th Ave Lino Lakes MN 55014	2019	6th Sivarajah

Reason: Failed to File. Tax capacity 3877 to 3854. Tax reduced from \$4933.50 to \$4909.02.

<b>Kimberly England</b>	<b>R31 31 22 34 0005</b>		
155 Ash St Lino Lakes MN 55126-	155 Ash St Lino Lakes MN 55126	2019	6th Sivarajah

Reason: Failed to File. Tax capacity 1604 to 1376. Tax reduced from \$2,364.13 to \$2,096.06.

**City of Oak Grove**

<b>Larry Mecl</b>	<b>R09 33 24 14 0005</b>		
612 Sanburnol Dr NE Spring Lake Park MN 55432-	2501 Lake George Dr NW Oak Grove MN	2019	1st Look

Reason: Failed to File for 50% homestead. Tax capacity reduced from 2030 to 1935. Tax reduced from \$2145.32 to \$2065.50.

**City of Ramsey**

<b>Adam Stordahl</b>	<b>R17 32 25 42 0011</b>		
16041 Kangaroo St NW Ramsey MN 55303-	16041 Kangaroo St NW Ramsey MN 55303	2019	1st Look

Reason: Clerical Error. Tax capacity reduced from 2259 to 2090. Tax reduced from \$2886.31 to \$2715.88.

<b>Property Owner</b>	<b>PIN Number and Property Address</b>	<b>Payable Year</b>	<b>Commissioner District</b>
<b><u>City of Spring Lake Park</u></b>			
<b>Colleen Mecl</b>	<b>R02 30 24 12 0029</b>		
612 Sanburnol Dr NE	612 Sanburnol Dr NE	2019	3rd
Spring Lake Park MN 55432-	Spring Lake Park MN 55432		West

Reason: Failed to File for 50% homestead. Tax capacity reduced from 1958 to 1860. Tax reduced from \$2808.30 to \$2683.56.

**Application For Over \$10,000**

<b><u>City of Coon Rapids</u></b>			
<b>New Life in Christ Worship Center</b>	<b>R22 31 24 41 0214</b>		
10347 Ibis St NW	10347 Ibis St NW	2019	5th
Coon Rapids MN 55433-	Coon Rapids MN 55433		Gamache

Reason: Exempt application turned in late. Property is going from 3A/4BB1 to 5E. Tax capacity reduced from 16,241 to 0. Tax reduced from \$26,785.53 to \$412.85.

**Application For Value Reduction**

<b><u>City of Blaine</u></b>			
<b>Cheryl Martin</b>	<b>R02 31 23 32 0025</b>		
12702 Petersburg St NE	12702 Petersburg St NE	2019	2nd
Blaine MN 55449-	Blaine MN 55449		Braastad

Reason: Clerical Error - incorrect value. Tax capacity reduced from 4394 to 3826. Tax reduced from \$5231.13 to \$4561.40. Value reduced from \$439,400 to \$383,900.

<b><u>City of Nowthen</u></b>			
<b>Charles Bistodeau</b>	<b>R30 33 25 24 0010</b>		
9300 195th Ave NW	9300 195th Ave NW	2019	1st
Nowthen MN 55330-	Nowthen MN 55330		Look

Reason: Clerical Error- missed value change. Tax capacity reduced from 867 to 22. Tax reduced from \$993.58 to \$25.21. Value reduced from \$86,700 to \$2,200.

**ANOKA COUNTY BOARD MEETING**

**MINUTES**

Government Center  
Anoka, Minnesota

June 25, 2019

Chair Schulte called the meeting to order at 9:30 a.m. and called for participation in reciting the Pledge of Allegiance.

Present:	District #1	Matt Look
	District #2	Julie Braastad
	District #3	Robyn West
	District #4	Mandy Meisner
	District #5	Mike Gamache
	District #6	
	District #7	Scott Schulte

Others Present: Rhonda Sivarajah, County Administrator; Tony Palumbo, County Attorney; staff, 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 Gamache 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 West seconded the motion. Motion carried unanimously.

\*\*\*\*\*

Commissioner Braastad made motion approving the minutes from the June 11, 2019, Anoka County board meeting. Commissioner West seconded the motion. Motion carried unanimously.

\*\*\*\*\*

Commissioner Schulte presented the Transportation Committee report from the meeting of June 17, 2019.

**Highway**

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

**RESOLUTION #2019-81**

**AUTHORIZING THE GRANTING OF A TRAIL EASEMENT  
TO THE CITY OF EAST BETHEL**

WHEREAS, the County of Anoka (“County”) owns property located in the city of East Bethel (“City”) which is identified for property tax purposes as PIN No. 30-33-23-12-0004 and is legally described as follows:

The South 328.93 feet of the North 988.27 feet of the Northwest Quarter of the Northeast Quarter (NW1/4 of NE1/4) of Section 30, Township 33, Range 23, Anoka County, Minnesota (“Property”); and,

WHEREAS, the City has requested that the County grant to the City a trail easement over the northerly 40 feet of the Property; and,

WHEREAS, the granting of the trail easement would not impact the County's current or contemplated future use of the Property:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby authorizes and directs the Anoka County board chair and the Anoka County administrator to execute the necessary documents to grant to the City a trail easement over the Property as provided for herein.

Motion carried unanimously. Resolution declared adopted.

2. Commissioner Look offered the following resolutions and moved their adoption:

**RESOLUTION #2019-82**

**RESOLUTION OF SUPPORT FOR STATE BOND FUNDING  
FOR THE HIGHWAY 10 EXPANSION IN THE CITY OF COON RAPIDS**

WHEREAS, Highway 10 is a 4-lane expressway (Armstrong Boulevard to Hanson Boulevard) that carries average daily traffic volumes ranging from 33,500 to 94,000 vehicles per day; and,

WHEREAS, the Highway 10 corridor is commonly congested and has higher than average crash and severity rates; and,

WHEREAS, traffic studies have shown that adding a through lane of traffic on Highway 10 between Hanson Boulevard and Round Lake Boulevard will improve the congestion on this highway from a level of service (LOS) E and F (worst possible rating) to a LOS D, which is the standard for freeway flow in peak rush hours; and,

WHEREAS, traffic studies have shown that safety will also improve with this expansion with an expected 20+% potential crash reduction; and,

WHEREAS, securing the required federal, state, regional and local funds to implement Highway 10 improvements may require creative financial partnerships to begin the implementation of the highway improvements:

NOW, THEREFORE, BE IT RESOLVED that the County of Anoka supports a funding proposal with MnDOT for the early implementation of the Highway 10 Expansion Project in the city of Coon Rapids.

BE IT FURTHER RESOLVED that the county board chair is hereby authorized to forward this funding proposal to the Minnesota Management and Budget Offices and Minnesota State Legislature for consideration in the 2020 Legislative Bonding and Transportation Budget bills.

\* \*

**RESOLUTION #2019-83**

**RESOLUTION OF SUPPORT FOR STATE BOND FUNDING  
FOR THE HIGHWAY 47 RAILROAD GRADE SEPARATION  
IN THE CITY OF ANOKA**

WHEREAS, Highway 47 is a 2-lane expressway that carries average daily traffic volumes of 19,000 vehicles per day; and,

WHEREAS, Highway 47 crosses the BNSF Railway at grade, which carries 40-80 trains per day; and,

WHEREAS, based on engineering studies, this railroad crossing location is rated as the "worst" crossing in Minnesota; and,

WHEREAS, the existing 2-lane highway needs to be upgraded and expanded to a 4-lane facility to accommodate current and future traffic volumes; and,

WHEREAS, the existing “S”-curves north of the crossing are the cause of the majority of the crashes along this highway, which to solve would require the realignment of Highway 47; and,

WHEREAS, securing the required federal, state, regional and local funds to implement Highway 47 improvements may require creative financial partnerships to begin the implementation of the highway improvements:

NOW, THEREFORE, BE IT RESOLVED that the County of Anoka supports a funding proposal with MnDOT for the early implementation of the Highway 47 railroad grade separation and realignment in the city of Anoka.

BE IT FURTHER RESOLVED that the county board chair is hereby authorized to forward this funding proposal to the Minnesota Management and Budget Office and Minnesota State Legislature for consideration in the 2020 Legislative Bonding and Transportation Budget bills.

\* \*

**RESOLUTION #2019-84**

**RESOLUTION OF SUPPORT FOR STATE BOND FUNDING  
FOR THE HIGHWAY 65 GRADE SEPARATION AT 109<sup>TH</sup> AVENUE  
IN THE CITY OF BLAINE**

WHEREAS, Highway 65 is a 4-lane expressway that, at its intersection with 109<sup>th</sup> Avenue, has over 64,000 vehicles entering per day; and,

WHEREAS, this volume of traffic exceeds the capacity for an at-grade intersection; and,

WHEREAS, this condition causes severe congestion and crashes; and,

WHEREAS, securing the required federal, state, regional and local funds to implement Highway 65 improvements may require creative financial partnerships to begin the implementation of the highway improvements:

NOW, THEREFORE, BE IT RESOLVED that the County of Anoka supports a funding proposal with MnDOT for the early implementation of the Highway 65 grade separation at 109<sup>th</sup> Avenue in the city of Blaine.

BE IT FURTHER RESOLVED that the county board chair is hereby authorized to forward this funding proposal to the Minnesota Management and Budget Office and Minnesota State Legislature for consideration in the 2020 Legislative Bonding and Transportation Budget bills.

\* \*

**RESOLUTION #2019-85**

**RESOLUTION OF SUPPORT FOR STATE BOND FUNDING  
FOR THE HIGHWAY 610 FULL-ACCESS INTERCHANGE AT  
EAST RIVER ROAD IN THE CITY OF COON RAPIDS**

WHEREAS, Trunk Highway 610 is now complete from I-35W in Mounds View in Ramsey County to I-94 in Maple Grove in Hennepin County, which includes the Anoka County cities of Blaine and Coon Rapids; and,

WHEREAS, while the mainline is complete, there are notably access “omissions” in both Maple Grove and Coon Rapids; and,

WHEREAS, only partial intersections exist in Coon Rapids at University Avenue, Coon Rapids Boulevard, and East River Road; and,

WHEREAS, traffic studies show that providing a full-access interchange at East River Road will provide the most efficient and cost-effective location to provide for the connectivity that this area needs; and,

WHEREAS, securing the required federal, state, regional and local funds to implement Highway 610 improvements may require creative financial partnerships to begin the implementation of the highway improvements:

NOW, THEREFORE, BE IT RESOLVED that the County of Anoka supports a funding proposal with MnDOT for the early implementation of the Highway 610 Full-Access Interchange Construction at East River Road.

BE IT FURTHER RESOLVED that the county board chair is hereby authorized to forward this funding proposal to the Minnesota Management and Budget Office and Minnesota State Legislature for consideration in the 2020 Legislative Bonding and Transportation Budget bills.

Motion carried unanimously. Resolutions declared adopted.

3. Commissioner West made motion approving Purchase of Service Contract #C0007301 with WSB Engineering, for the design and permitting services for Project No. SAP 002-634-003, the reconstruction of CSAH 34 (Birch Street) between Ware Road and Birch Court in the city of Lino Lakes, in the amount of \$286,526.55; 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.
4. Commissioner Braastad made motion rejecting all bids, rescoping the work and schedule, and re-advertising for new bids for Anoka County Construction Project #SAP 002-030-012, the bituminous microsurfacing of CSAH 14 (Main Street), CSAH 9 (Round Lake Boulevard) and CSAH 116 (Bunker Lake Boulevard), in the cities of Coon Rapids and Andover. Commissioner Look seconded the motion. Motion carried unanimously.

\* \* \* \* \*

Commissioner Look presented the Finance and Capital Improvements Committee report from the meeting of June 18, 2019.

1. Commissioner Braastad made motion approving Contract #C0007298 with RJ Marco Construction, Inc., 75 West Viking Drive, #104, Little Canada, MN 55117, for completion of the ACCAP Remodel at the Blaine Human Services Center, for a cost not to exceed \$353,226, 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 Braastad made motion approving the following master contracts for periodic landscaping needs for a three-year term with the option to renew for two additional one-year terms, for a possible total of five years, subject to review by the county attorney as to form and legality:
  - A. Contract #C0007245 with Abrahamson Nurseries, 20021 St. Croix Trail, North Scandia, MN 55073.
  - B. Contract #C0007244 with A+ Outdoor Services, 1551 164th Lane NE, Ham Lake, MN 55304Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.
3. Commissioners Look and Gamache offered the following resolution and moved its adoption:

**RESOLUTION #2019-86**

**RESOLUTION ADOPTING  
PERFORMANCE MEASUREMENT PROGRAM**

WHEREAS, pursuant to the requirements of 2010 Minnesota Laws Chapter 389, Article 2, Sections 1 and 2 (“2010 Law”), the Minnesota State Legislature developed a Performance Measurement Program that is voluntary for counties and cities; and,

WHEREAS, pursuant to the 2010 Law, the Council on Local Results and Innovation submitted a recommended standard set of 'Model Performance Measures for Counties', a copy of which are on file in the office of the Anoka County administrator; and,

WHEREAS, there are direct financial impacts for participation in this program; and,

WHEREAS, participation in the Performance Measurement Program will allow the County to be better prepared for enhanced or expanded performance measurement initiatives from the State of Minnesota; and,

WHEREAS, implementing an outcomes-based system of program evaluation is in the best interests of every Minnesota citizen and local governments that fully desire to maximize public resources and enhance the quality of life in their communities possible:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners desires to participate in the Performance Measurement Program and hereby adopts the 'Model Performance Measures for Counties' which are on file in the office of the Anoka County administrator.

Motion carried unanimously. Resolution declared adopted.

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Commissioner Braastad presented the Human Services Committee report from the meeting of June 18, 2019, which also acts as the Local Social Services Agency and Health Board.

**BEHAVIORAL HEALTH**

1. Commissioner West made motion submitting a written statement of support, with rationale, to the Minnesota Department of Human Services regarding the new application for a 245G Licensure by Renewed Life Counseling Services, LLC. Commissioner Meisner seconded the motion. Motion carried unanimously.

**SOCIAL SERVICES**

2. Commissioner Braastad made motion entering into Contract #C0006430, Amendment I, of the MN Department of Human Services Community Living Infrastructure Grant, in the amount of \$250,037 for the term of July 1, 2018, through June 30, 2021, with an estimated carry over of unspent funding from State Fiscal year 2019 estimated to be \$84,607 for a total grant funding of \$334,644 for the remaining two years, subject to review by the county attorney as to form and legality. The grant funding covers the cost of two contingent positions. Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.
3. Commissioner Look made motion entering into Contract #C0007296 (renewal) with The Salvation Army for Family Homeless Prevention and Assistance Program (FHPAP) services from July 1, 2019, through September 30, 2021, contract maximum of \$428,038, subject to review by the county attorney as to form and legality. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
4. Commissioner Gamache made motion entering into Contract #C0007297 (renewal) with Emma B. Howe YMCA for Family Homeless Prevention and Assistance Program Services from July 1, 2019, through September 30, 2021, contract maximum of \$207,914, subject to review by the county attorney as to form and legality. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
5. Commissioner Braastad offered the following resolution and moved its adoption:

**RESOLUTION #2019-87**

**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 May 2019: Medical Assistance and General Assistance medical payments in the amount of \$346,530.25 set forth in the Monthly Economic Assistance Actions and Payments Authorization document on file in Human Services Administration.

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

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Commissioner Braastad presented the Human Services Committee Chair report.

**JOB TRAINING CENTER**

1. Commissioner Braastad made motion entering into Contract #C0007309 with Anoka County Community Action Program to provide Transportation Coordinator services for a period of 18 months and in accordance with Anoka County Community Action Program accounting and contract procedures, subject to review by the county attorney as to form and legality. Commissioner Gamache seconded the motion. Upon roll call vote, Commissioners Schulte, Meisner, Gamache, Look, and Braastad voted "yes." Commissioner West abstained. Motion carried.

\* \* \* \* \*

The following item came forward on an additional agenda:

Commissioner West offered the following resolution and moved its adoption:

**RESOLUTION #2019-88**

**DEPUTY REGISTRAR REIMBURSEMENT GRANT PROGRAM  
FOR ANOKA COUNTY, MINNESOTA**

WHEREAS, the Minnesota State Legislature pursuant to MN Session Laws - 2019 1<sup>st</sup> Special Session, Article 1, Section 6 & Article 2, Section 36 has allocated to the Minnesota Department of Public Safety an allotment of \$13,000,000 to be disbursed in the form of grants to deputy registrars operating under the authority of the State of Minnesota. These funds are available to offset the negative financial impact created by the release of the Minnesota License and Registration System (MNLARS); and,

WHEREAS, Anoka County, as a deputy registrar, operates license centers in the cities of Blaine, Columbia Heights, Coon Rapids, Ham Lake and Ramsey on behalf of the State of Minnesota and is required to utilize the MNLARS program; and,

WHEREAS, pursuant to MN Session Laws - 2019 1<sup>st</sup> Special Session, Article 2, Section 36, the State of Minnesota has determined Anoka County Deputy Registrar is eligible for a reimbursement grant as outlined below:

<u>Location</u>	<u>Reimbursement Amount</u>
Blaine	\$116,129.64
Columbia Heights	\$92,841.71
Coon Rapids	\$140,456.06
Ham Lake	\$100,468.27
Ramsey	\$128,499.40
Total	\$578,395.08

; and,

WHEREAS, in order to apply for these funds, political subdivisions must sign a liability release form and submit a grant application, along with a resolution authorizing the application for grant funds no later than June 30, 2019, to the director of Driver and Vehicle Services; and,

WHEREAS, if grant funds are awarded, Anoka County must enter into an agreement with the director of Driver and Vehicle Services governing the receipt reporting of the grant; receive and account in a manner meeting generally accepted government accounting principles sufficient to pass federal audit:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby authorizes the chair of the county board to submit an application for the grant from the Minnesota Department of Public Safety, Driver and Vehicle Services for funds pursuant to MN Session Laws - 2019 1<sup>st</sup> Special Session, Article 1, Section 6 & Article 2, Section 36.

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

\* \* \* \* \*

Commissioner Braastad made motion approving Contract #C0007323, renewal of commercial automobile insurance from Euclid Public Sector/Hudson Insurance Company through Arthur J. Gallagher Risk Management Services, 3600 American Boulevard West, Suite 500, Bloomington, MN 55431, for a policy term

of July 1, 2019, to July 1, 2020, for a premium of \$213,733, 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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Committee appointments:

1. For informational purposes, Chair Schulte reappointed Shirley Barnes, Crest View Senior Communities CEO, and Jerry Miller, Bell Mortgage Sales Manager, to the Anoka County Workforce Development Board for terms expiring June 30, 2021.

\*\*\*\*\*

The county board meeting was adjourned at 9:58 a.m.

ATTEST:

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

By: \_\_\_\_\_  
Rhonda Sivarajah  
County Administrator

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

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

DRAFT