

The Management Committee will hold their regularly scheduled meeting in Room #705 of the Anoka County Government Center. All members of the committee will be present. However, due to the Governor's Emergency Executive Orders and a determination by the board chair that public attendance is not feasible due to the health pandemic, members of the public will not be allowed to attend this meeting in person. Public members may monitor this meeting through the internet at <https://www.anokacounty.us/1430/Watch-Board-Meetings-Online> or by calling 763-324-4704 at least 24 hours in advance of the meeting time to arrange for telephonic access. Public monitoring in this manner is done pursuant to Minn. Stat. 13D.021.

ANOKA COUNTY

MANAGEMENT COMMITTEE AGENDA and Meeting of the Anoka County Board of Commissioners**

Commissioners West (Chair), Braastad, Reinert, and Schulte

FOR THE SEPTEMBER 22, 2020, MEETING

8:45 A.M.

County Board Room #705 - Government Center

1. In accordance with the Personnel Rules and Regulations, and/or the Travel Policy, and at the request and recommendation of the respective department heads, consider approving the consent items. **See attached** consent items.
2. Consider, for informational purposes only, the following resolutions/contracts:
 - A. Resolution appointing and Contract #C0008200, Employment Agreement with Jodie Raymond for Services as Taxation and Technical Director of the Property Records and Taxation Division effective September 22, 2020.
 - B. Resolution appointing and Contract #C0008199, Employment Agreement with Kristie Olson for Services as the Administrative Services Director of the Property Records and Taxation Division and Land Commissioner effective September 22, 2020.

See attached worksheets and resolutions.
3. Consider, for informational purposes, presentation relating to the proposed 2021 budget for the following area:
 - A. Employee Relations
4. Public Comment: Due to the Governor's Emergency Executive Orders, and determination by the county board chair that public attendance is not feasible due to the health pandemic, members of the public will not be allowed to attend this meeting in person, so for persons who wish to submit public comment they may do so by sending an email to RS-AnokaCountyAdmin@co.anoka.mn.us or mailing a letter to Anoka County Administration Department, 2100 3rd Ave N, Suite 700, Anoka, MN 55303.

*** Actions taken by this Committee do not bind the County Board. In addition to the County Commissioners appointed to this committee, additional County Commissioners may attend. Non-*

*committee Commissioners may choose to participate in the discussions and/or ask questions, but they will **not** vote on any item, nor will they agree to take a specific action on business conducted by the committee. If their attendance and limited participation in the committee meeting is considered a meeting of the County Board, this shall serve as notice of a County Board meeting. This shall also serve as notice of a County Board Meeting for any committee comprised of four or more members of the board.*

ANOKA COUNTY

CONSENT ITEMS

FOR THE SEPTEMBER 22, 2020, MANAGEMENT COMMITTEE MEETING

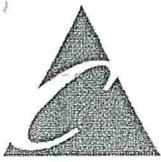
Consent items will be voted on as one item.

At the request of any commissioner, a consent item may be moved to the regular agenda for discussion purposes.

1. Reclassifications as recommended by the Employee Relations director. **See attached** dated September 22, 2020.

**Employee Relations Department
Recommendations for Reclassification**

Incumbent	Present Title	Proposed Title	Present Grade Level	Approved Grade Level	Department	Effective Date
Kristie Olson	Office Administration Supervisor	Administrative Services Director	13	15	Property Records and Taxation	09/22/2020
Jodie Raymond	Property Taxation Manager	Taxation and Technical Director	14	16	Property Records and Taxation	09/22/2020



ANOKA COUNTY BOARD ACTION ITEM

September 22, 2020

Property Records & Taxation

ACTION REQUESTED	<p>Consider adopting Resolution #2020-110, Relating to The Appointment of Jodie L. Raymond as the Taxation and Technical Director.</p> <p>Consider approving Contract #C0008200, Employment Agreement with Jodie L. Raymond effective September 22, 2020 as the Taxation and Technical Director within the Division of Property Records and Taxation.</p>
BACKGROUND	<p>Jodie has been employed by Anoka County since July 10, 1991. She has served in various roles and held many responsibilities within the Division of Property Records and Taxation. Jodie's current position is that of Property Taxation Manager. Jodie has demonstrated that she has the necessary expertise to perform the duties of the Taxation and Technical Director within the Division of Property Records and Taxation.</p> <p>This position has been restructured and the duties have been expanded as a result of the restructure plan within the division.</p>
SOLUTIONS	
CONCLUSION	
RECOMMENDATIONS	<p>Consider adopting Resolution #2020-110, Relating to The Appointment of Jodie L. Raymond as the Taxation and Technical Director.</p> <p>Consider approving Contract #C0008200, Employment Agreement with Jodie L. Raymond effective September 22, 2020 as the Taxation and Technical Director within the Division of Property Records and Taxation.</p>

RESOLUTION

**RELATING TO THE APPOINTMENT OF JODIE L. RAYMOND
AS TAXATION AND TECHNICAL DIRECTOR,
DIVISION OF PROPERTY RECORDS AND TAXATION**

WHEREAS, the Anoka County Board of Commissioners (the "County Board") has the authority to organize various departments and divisions to promote efficiency in operations and to enhance service to the public pursuant to laws of Minnesota; and,

WHEREAS, the County Board believes that appointment of the Taxation and Technical Director, Division of Property Records and Taxation, will continue the efficiency of county government and the delivery of services to the public; and,

NOW THEREFORE BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby appoint Jodie L. Raymond to serve as the Taxation and Technical Director, Division of Property Records and Taxation, effective September 22, 2020.

BE IT FURTHER RESOLVED that the appointee shall serve in accordance with the terms of an employment agreement that is on file in the Employee Relations Department.

BE IT FURTHER RESOLVED that the duties of Taxation and Technical Director, Division of Property Records and Taxation, may be amended at any time in accordance with Paragraph V(A) of the employment agreement without affecting the validity of this resolution.



ANOKA COUNTY BOARD ACTION ITEM

September 22, 2020

Property Records & Taxation

ACTION REQUESTED	<p>Consider adopting Resolution #2020-111, Relating to The Appointment of Kristie L. Olson as the Administrative Services Director.</p> <p>Consider approving Contract #C0008199, Employment Agreement with Kristie L. Olson effective September 22, 2020 as the Administrative Services Director within the Division of Property Records and Taxation.</p>
BACKGROUND	<p>Kristie has been employed by Anoka County since September 21, 1998. She has served in various roles and held many responsibilities within the Division of Property Records and Taxation. Kristie's current position is that of Office Administration Supervisor. Kristie has demonstrated that she has the necessary expertise to perform the duties of the Administrative Services Director within the Division of Property Records and Taxation. This position will also include the duties and responsibilities of the land commissioner.</p> <p>This position has been restructured and the duties have been expanded as a result of the restructure plan within the division.</p>
SOLUTIONS	
CONCLUSION	
RECOMMENDATIONS	<p>Consider adopting Resolution #2020-111, Relating to The Appointment of Kristie L. Olson as the Administrative Services Director.</p> <p>Consider approving Contract #C0008199, Employment Agreement with Kristie L. Olson effective September 22, 2020 as the Administrative Services Director within the Division of Property Records and Taxation.</p>

RESOLUTION

RELATING TO THE APPOINTMENT OF KRISTIE L. OLSON AS ADMINISTRATIVE SERVICES DIRECTOR, DIVISION OF PROPERTY RECORDS AND TAXATION, AND LAND COMMISSIONER

WHEREAS, the Anoka County Board of Commissioners ("County Board") has the authority to organize various departments and divisions to promote efficiency in operations and to enhance service to the public pursuant to laws of Minnesota; and,

WHEREAS, the County Board believes that appointment of the Administrative Services Director, Division of Property Records and Taxation, will continue the efficiency of county government and the delivery of services to the public; and,

NOW THEREFORE BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, hereby appoints Kristie L. Olson to serve as the Administrative Services Director, Division of Property Records and Taxation, effective September 22, 2020.

BE IT FURTHER RESOLVED that pursuant to Minn. Stat. § 282.13, the County Board assigns the statutory duties, powers, and responsibilities of the land commissioner to the Administrative Services Director, Division of Property Records and Taxation. In addition to land commissioner, the other duties of this position are contained in the employment agreement.

BE IT FURTHER RESOLVED that the appointee shall serve in accordance with the terms of an employment agreement that is on file in the Employee Relations Department.

BE IT FURTHER RESOLVED that the duties of Administrative Services Director, Division of Property Records and Taxation, may be amended at any time in accordance with Paragraph V(A) of the employment agreement without affecting the validity of this resolution.