

The Anoka County Board of Commissioners will hold their regularly scheduled board meeting in Room #705 of the Anoka County Government Center. All members of the board will be present. However, due to the applicable 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 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 BOARD AGENDA

FOR THE SEPTEMBER 22, 2020, COUNTY BOARD MEETING

9:30 A.M.

County Board Room #705 - Government Center

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

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

District #1	Matt Look
District #2	Julie Braastad
District #3	Robyn West
District #4	Mandy Meisner
District #5	Mike Gamache
District #6	Jeff Reinert
District #7	Scott Schulte
- Others:
4. Consider accepting the regular claims paid over \$500 and purchase-card claims paid for the period ending September 11, 2020. **See attached** action item worksheet.
5. Approval of minutes from the September 8, 2020, county board meeting.
6. Chair Remarks
  - A. Consider, for informational purposes, recognition of the Job Training Center staff for receiving a Best Practices Award from the Minnesota Association of Workforce Boards.
  - B. Consider Resolution #2020-107, Resolution Proclaiming October 2020 as Domestic Violence Awareness Month. **See attached** resolution.
  - C. Consider Resolution #2020-108, Resolution Proclaiming October 8, 2020, Family Promise Day in Anoka County. **See attached** resolution.
7. Committee reports.
  - A. Management Committee report.
  - B. Transportation Committee report.
  - C. Finance and Capital Improvements Committee report.
  - D. Human Services Committee report.
  - E. Property Records and Taxation Committee Chair report.
  - F. Public Safety Committee report.

8. Consider Resolution #2020-109, Relating to The Reappointment of Alex Guggenberger As Anoka County Assessor. **See attached** resolution.
9. Consider Resolution #2020-110, Relating to The Appointment of Jodie L. Raymond As Taxation and Technical Director, Division of Property Records and Taxation. **See attached** resolution.
10. Consider approving Contract #C0008200, Employment Agreement Between Jodie L. Raymond And the County of Anoka For Services as Taxation and Technical Director, Division of Property Records and Taxation. **See attached** action item worksheet.
11. Consider Resolution #2020-111, Relating to The Appointment of Kristie L. Olson As Administrative Services Director, Division of Property Records and Taxation and Land Commissioner. **See attached** resolution.
12. Consider approving Contract #C0008199, Employment Agreement Between Kristie L. Olson And the County of Anoka For Services as Administrative Services Director, Division of Property Records and Taxation and Land Commissioner. **See attached** action item worksheet.
13. Consider approving Contract #C0008079 with Blue Cross Blue Shield for the Retiree Medicare Supplemental Insurance renewal package, Plan N, with no coverage changes beginning January 1, 2021, with rates as outlined in the Anoka County Personnel Rules and Regulations, as recommended by the responsible Commissioner for Insurance. **See attached** action item worksheet.
14. Consider Resolution #2020-112, Resolution Adopting A Proposed Property Tax Levy for Program Year 2021. **See attached** resolution.
15. Consider Resolution #2020-113, Resolution Adopting A Proposed Public Safety Property Tax Levy for Program Year 2021. **See attached** resolution.
16. Consider, for informational purposes, the Anoka County Board of Commissioners will hold a public meeting on December 3, 2020, at 6:00 p.m. at which the budget and levy for 2021 will be considered, and at which the public will have the opportunity to speak on the 2021 proposed budget.
17. Committee appointments:
  - A. Consider reappointing Coon Rapids Battalion Chief Tim Gilsrud, representing Fire Service, and Joseph Thomas, representing Citizens, to the Emergency Medical Services Council for terms ending December 31, 2023. **See attached** background and committee applications.

**Coronavirus Aid, Relief and Economic Security Act (CARES) Items:**

**Local Government Category:**

18. Consider approving the following to allow more options to deliver county services safely:
  - Purchasing of a Digital Engagement Platform, which includes the purchase and installation of technology, including associated maintenance agreements, with Tierney Brothers Inc. of St. Paul, MN in association with Mod Creative, Inc. of Blaine, MN in an amount not to exceed \$1,200,594.

- Purchasing virtual servers in an amount not to exceed \$19,400
- Purchasing translation services in an amount not to exceed \$3,000

See attached action item worksheet.

19. Consider approving purchasing and installing audio and visual equipment (including maintenance) to allow social distancing for eleven courtrooms from Tierney Brothers, Inc., of St. Paul, MN, in the amount of \$369,428, contingent on MN Courts acceptance of a Memorandum of Understanding with the County (MOU) that the MN Courts will take responsibility of all future video maintenance, repair, and replacement. See attached action item worksheet.
20. Consider approving purchasing monitors and installing Audio/Visual Room Kits for various rooms within multiple county buildings in an amount not to exceed \$400,000 from Tierney Brothers, Inc., of St. Paul, MN, allowing video conferencing and online meetings. See attached action item worksheet.
21. Consider approving purchasing two laptop radio console positions (\$70,000 total) and 1/5th share in the cost of link operator servers (\$12,666) from Motorola for a total of \$82,666 to add mobile deployment dispatching positions to allow dispatchers to relocate off-site and allow social distancing. See attached action item worksheet.
22. Consider approving the following for improvements to Building E, located at the Anoka County Fair Grounds, providing critical climate control, backup power, and security for maintaining food, medical supplies, equipment, and personnel related to the current emergency:
  - HVAC upgrade (heating and air) in an amount not to exceed \$100,000.
  - Back Power – 48KW generator (natural gas) in an amount not to exceed \$30,000.
  - Window replacement in an amount not to exceed \$18,000
  - Automation improvement for Facilities Management and Construction monitoring not to exceed \$7,500.

See attached action item worksheet.

23. Consider approving purchasing additional hardware, modules and related professional services from OpenText in the amount of \$25,162.80 to extend faxing capabilities to additional remote users. See attached action item worksheet.

Safety Net Category:

24. Consider approving providing \$224,966 in relief to non-profits as designated below for service expansion to citizens of the county that have been affected by the COVID-19 Health Pandemic:

Non-Profit	Amount	Service Expansion
Dwelling House	\$ 2,000	School Support / Tutoring
Judicare	\$ 4,989	Legal Assistance
Mediation & Restorative Services	\$ 10,000	Legal Assistance
Hope 4 Youth	\$ 22,355	Youth Support
North Anoka County Emergency (NACE) Food Shelf	\$ 15,000	Food Support for Children

Southern Anoka Community Assistance (SACA) Food Shelf	\$ 8,622	Food Support / Delivery
Salvation Army	\$ 22,000	Basic Needs for Families
Manna Market	\$ 140,000	Food Support

See attached action item worksheet.



## ANOKA COUNTY BOARD

### ACTION ITEM

September 22, 2020

#### FINANCE & CENTRAL SERVICES

ACTION REQUESTED	Motion for acceptance of the regular claims paid over \$500 for the period ending 09/11/2020 and purchase-card claims paid for the period ending 09/11/2020.
BACKGROUND	Resolution 2019-107 delegated the Finance & Central Services Division Manager the authority to pay all claims of the County.
SOLUTIONS	Pursuant to Resolution 2019-107 and Minn. Stat. §375.18, the list of all claims paid since the last regularly scheduled Board Meeting is now presented to the Board for informational purposes and acceptance. The Claims Register is on file with the Clerk of the Board.
RECOMMENDATIONS	Recommend approval.

**RESOLUTION #2020-107**

**RESOLUTION PROCLAIMING OCTOBER 2020 AS  
DOMESTIC VIOLENCE AWARENESS MONTH**

WHEREAS, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County; and,

WHEREAS, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and,

WHEREAS, thousands of women, men, and children have and will continue to access assistance from Alexandra House, Inc., and The Dwelling Place, domestic violence service providers; and,

WHEREAS, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and,

WHEREAS, October is National Domestic Violence Awareness Month; and,

WHEREAS, during National Domestic Violence Awareness Month, Anoka County organizations will inform area residents about domestic violence, its prevalence, consequences, and what we, as a concerned community, can do to eliminate its existence:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, proclaims October 2020 to be Domestic Violence Awareness Month in Anoka County.

**RESOLUTION #2020-108**

**RESOLUTION PROCLAIMING OCTOBER 8, 2020,  
FAMILY PROMISE DAY IN ANOKA COUNTY**

WHEREAS, in 2010 Family Promise in Anoka County began operations as the only program in Anoka County dedicated to helping families experiencing homelessness; and,

WHEREAS, Family Promise with support of numerous congregations in our community, which provide the facilities to shelter and volunteers to feed guest families, thereby making a real difference in the lives of our neighbors in need; and,

WHEREAS, Family Promise provides resources and case management to families who are disproportionately affected by homelessness and the lack of affordable housing; and,

WHEREAS, each year, Family Promise in Anoka County helps numerous families experiencing homelessness in our county find sustainable housing and achieve housing independence:

NOW, THEREFORE, Anoka County, by and through its Board of Commissioners, does hereby proclaim October 8, 2020, as Family Promise Day in Anoka County, and in so doing, urge all citizens to recognize and raise awareness of the issue of family homelessness in our community as Family Promise celebrates 10 years of serving families.

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

## ANOKA COUNTY

### MANAGEMENT COMMITTEE REPORT

FOR THE SEPTEMBER 22, 2020, COUNTY BOARD MEETING

The Management Committee meeting was held on September 8, 2020, at 8:45 a.m. in County Board Room #705 of the Anoka County Government Center, Anoka, Minnesota.

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

**Others** – Steph Beito-Ziemer, Employee Relations Director; Rhonda Sivarajah, County Administrator; Marcy Crain, Chief Deputy County Attorney; Jeff Perry, Parks Division Manager; Cory Kampf, Finance and Central Services Division Manager; Dee Guthman, Deputy County Administrator; and Teresa Swoyer, County Board Coordinator

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

#### \*Action Item

1. The Management Committee recommended approving the following personnel transaction:
  - A. Restructure/Fill - Administration/Parks - effective September 22, 2020 - vacancy due to a retirement effective August 4, 2020. PC#1992001344  
**FROM:** 1.0 FTE Custodian - Grade A005, range \$13.39 to \$20.78 per hour  
**TO:** 1.0 FTE Parkkeeper - Grade B010, range \$19.10 to \$28.93 per hour  
**See attached** position application request.

\*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** Position - Administration/Emergency Management - effective October 10, 2020. Funding by Coronavirus Aid, Relief and Economic Security Act (CARES) for remainder of 2020, 50% Emergency Management Performance Grant COVID-19 Supplemental (EMPG-S) funding and 50% county funding for 2021, and 100% county funding for 2022. PC#2020003367

1.0 FTE          Emergency Management Coordinator - Grade C012, range \$23.28 to \$34.90 per hour.

**This matter was referred directly to the county board for action at their meeting of September 8, 2020.**

4. The Management Committee recommended approving a request from Emergency Communications to offer a salary for a Radio System Coordinator position, Grade C013, above the third quartile (PC#1992000751).

**This matter was referred directly to the county board for action at their meeting of September 8, 2020.**

5. The Management Committee recommended adopting Resolution #2020-M3, A Resolution Approving the Tentative Agreement Between the County of Anoka And Law Enforcement Labor Services, Inc., Representing the Work Release Unit for the Calendar Year 2020 (Contract #C0008150).

**This matter was referred directly to the county board for action at their meeting of September 8, 2020.**

# POSITION ACTION APPLICATION REQUEST

Department Parks - Maintenance
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Action requested	Position conversion from Custodian - Grade 5 to Parkkeeper - Grade 10.
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Background	The custodian position was recently vacated due to the retirement of a 30 year employee. The need for this individualized position has changed due to the expanded and changed use of facilities within the park system.
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Recommendations	The Parks Department is recommending converting the custodian position to a parkkeeper position. This conversion would allow for another equipment operator that could be used in a wide variety of projects or assignments versus the current limitations of the custodial position. Existing responsibilities will be allocated within the new hire or within the parkkeeper pool. This conversion would also expand the pool of staff available to cover weekend rotations during summer operations and for snow removal in the winter months.
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Funding source	Budget adjustment current year	Budget adjustment future years
Current budget	\$0.00	(\$6,000.00)

Funding description	The conversion of this position would allow for a net savings due to the previous employee being top of scale at a grade 5 position. A new hire would result in an approximate \$6000 savings to our existing operations budget that can be reallocated to cover overtime costs related to increase snow removal required over the last several years.
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Who to contact with questions Andy Soltvedt, Operations & Visitor Services Manager
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Submitted by <b>Andy Soltvedt</b>	Digitally signed by Andy Soltvedt Date: 2020.08.07 10:09:12 -05'00'	Date submitted 08/07/2020
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Revised 05/19/2020

Submit by Email

HR USE ONLY		
Employee Relations and Finance Budget Workgroup approved <b>Christine Kappelhoff</b>	Digitally signed by Christine Kappelhoff Date: 2020.08.13 10:25:53 -05'00'	Date approved

ANOKA COUNTY

**CONSENT ITEMS**

FROM THE SEPTEMBER 8, 2020, MANAGEMENT COMMITTEE MEETING

1. Travel requests at the request and recommendation of the respective department heads in accordance with the Travel and Expense Policies:
  - A. AnnMarie Hemphill and Kimberly Matti, Public Health Nurses - Human Services/Public Health and Environmental Services - to attend Nurse Family Partnership Initial Online Training - 4 days, October 2020 - costs, which are funded by Maternal and Child Health (MCH) and Temporary Assistance for Needy Families (TANF) grant dollars, to include \$4,952 registration and \$629 materials.

**ANOKA COUNTY  
TRANSPORTATION COMMITTEE REPORT  
FOR THE SEPTEMBER 22, 2020 COUNTY BOARD MEETING**

The Transportation Committee meeting was held on Monday, September 14, 2020 at 8:30 A.M. at the Bunker Hills Activity Center - Maple Room, 550 Bunker Lake Blvd NW, Andover, MN 55304.

Committee Members Present: Commissioners Schulte (Chair), Braastad, Look and West  
Department Staff Present: Joe MacPherson, Jerry Auge, Amy Honer, Jill Kent  
Others Present: Christine Carney, Asst County Attorney; Jeff Perry, Anoka County Parks Director; Wes Volkenant, Andover Resident  
Kathy Godbout, East Bethel Resident  
Others Present via WebEx: Steven Voss, City of East Bethel; Jack Davis, City of East Bethel

**ACTION ITEMS**

**Highway**

- \*1. The committee recommends approval of Resolution #2020-TR17, a No Parking resolution restricting parking on or along the north side of CSAH 17 (Lexington Avenue NE / 193<sup>rd</sup> Avenue NE), from approximately 500 feet west of the access to Coon Lake County Park to approximately 500 feet east of the access to Coon Lake County Park, in the City of Columbus.
- \*2. The committee recommends approval of Resolution #2020-TR21, a No Parking resolution restricting parking along the north side of CSAH 22 (Viking Boulevard NE) near Coon Lake from 500 feet east of Thielen Boulevard NE to 750 feet west of Isetta Street NE in the City of East Bethel.
- \*3. The committee recommends approval of Resolution #2020-TR26, authorizing the County Engineer to submit an application for funding through the Minnesota Highway Freight Program (MHFP) solicitation to help fund planned improvements along US 10/TH 169 at CSAH 56 (Ramsey Boulevard) and CSAH 57 (Sunfish Lake Boulevard) in the City of Ramsey.
- \*4. The committee recommends approval of Resolution #2020-TR27, a resolution authorizing Anoka County to enter into a Local Road Improvement Program (LRIP) Agreement (#C0008131) with MnDOT for Project SAP 002-656-001 for the design services for the CSAH 56 (Ramsey Boulevard) and US Highway 10 interchange project in the City of Ramsey; and authorizing the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.

**INFORMATION ITEMS**

**Highway**

5. The committee authorized the County Engineer to negotiate a Joint Powers Agreement (JPA) with the City of Anoka for Project SAP 002-716-020, improvements at the intersection of TH 47 and CSAH 116 (Bunker Lake Boulevard) in the Cities of Anoka and Ramsey.

6. The committee authorized the County Engineer to negotiate a Joint Powers Agreement (JPA) with the City of Ramsey for Project SAP 002-716-020, improvements at the intersection of TH 47 and CSAH 116 (Bunker Lake Boulevard) in the Cities of Anoka and Ramsey.
7. The committee discussed Anoka County ADA Projects SAP 002-612-016, 002-612-017 and 002-612-0018, the reconstruction of existing pedestrian access ramps to meet current Americans with Disabilities Act (ADA) standards along CSAH 12 (109th Avenue) between CSAH 51 (University Avenue) and TH 65 in the City of Blaine.
8. The committee reviewed Corridor Updates and Project Progress.
9. The committee received comments from Wes Volkenant, Andover Resident, regarding the CSAH 78 (Hanson Boulevard) from Jay Street/139<sup>TH</sup> Avenue to CSAH 18 (Crosstown Boulevard) project.



# ANOKA COUNTY BOARD ACTION ITEM

September 14, 2020

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval of Resolution #2020-TR17, a No Parking resolution restricting parking on or along the north side of CSAH 17 (Lexington Avenue NE / 193<sup>rd</sup> Avenue NE), from approximately 500 feet west of the access to Coon Lake County Park to approximately 500 feet east of the access to Coon Lake County Park in the City of Columbus.</i>
BACKGROUND	<p><i>Since improvements were completed at the Coon Lake County Park, including the boat launch and associated parking area, the park has become a popular destination for boaters and other recreational uses. Roadway users and residents in the area have alerted Highway staff to a potential safety issue caused by overflow vehicles parking along this section of CSAH 17. The subject section of roadway has narrow shoulders and limited sight distance.</i></p> <p><i>As a follow-up to the concerns mentioned above, Highway staff reviewed the reports and site conditions, and have confirmed that safety issues are created when vehicles park on both sides of this section of CSAH 17 near the access to Coon Lake County Park. In addition, Highway staff conferred with the City of Columbus, Anoka County Sheriff's Office, and Anoka County Parks Department, regarding the safety concerns.</i></p> <p><i>At the June 15, 2020 Transportation Committee meeting, Highway staff presented a draft resolution restricting parking from a point 900 feet west of the Coon Lake County Park entrance to a point 900 feet east of the Coon Lake County Park entrance along both sides of Lexington Avenue, as shown in Exhibit A. Committee members recognized and acknowledged the need to address these safety concerns. Committee members also expressed their desire to promote opportunities for the public to get out of their homes and enjoy our natural resources and the Anoka County Parks system during the COVID-19 pandemic. With both issues in mind, the committee directed Highway staff to re-visit the proposed No Parking zone request and consider other alternatives.</i></p> <p><i>Since the June 15<sup>th</sup> meeting, Highway staff have discussed several alternatives with the Anoka County Parks Director and City of Columbus to address safety and promote use of the Coon Lake County Park. As shown on Exhibit B, Highway staff recommend restricting parking from a point 500 feet west of the Coon Lake County Park entrance to a point 500 feet east of the Coon Lake County Park entrance along the north side of Lexington Avenue. This proposal provides improved sight lines for traffic entering and exiting the park entrance. Highway staff will continue to work with the City of Columbus, Anoka County Parks staff, and Anoka County Sheriff's Office to monitor parking and safety at this location.</i></p>
PREVIOUS ACTION TAKEN	<i>06/15/2020 – proposed draft Resolution #2020-TR17 restricting parking 900 feet southwest and 900 feet east of the Coon Lake County Park Entrance along both sides of Lexington Avenue. The draft resolution was not supported, and Highway staff were asked to explore additional alternatives for consideration at a future Transportation Committee meeting.</i>
COMMENTS	<i>The Columbus City Council passed a resolution at their August 26, 2020 council meeting restricting parking 500 feet each direction from the park entrance along the north side of Lexington Avenue.</i>
RECOMMENDATIONS	<i>Recommend approval.</i>

**RESOLUTION #2020-TR17**

**REVISING REGULATED PARKING ALONG THE NORTH SIDE OF  
CSAH 17 (LEXINGTON AVENUE NE / 193<sup>RD</sup> AVENUE NE)  
FROM 500 FEET SOUTHWEST OF THE ACCESS TO COON LAKE COUNTY PARK  
TO 500 FEET EAST OF THE ACCESS TO COON LAKE COUNTY PARK**

WHEREAS, the Anoka County Board of Commissioners is responsible for the planning, construction and maintenance of the county highway system; and,

WHEREAS, the recognition of the need to regulate parking on segments of the county highway system, in response to changes in traffic patterns, adjoining development and reconstruction of highways, is a responsibility of the County Board of Commissioners; and,

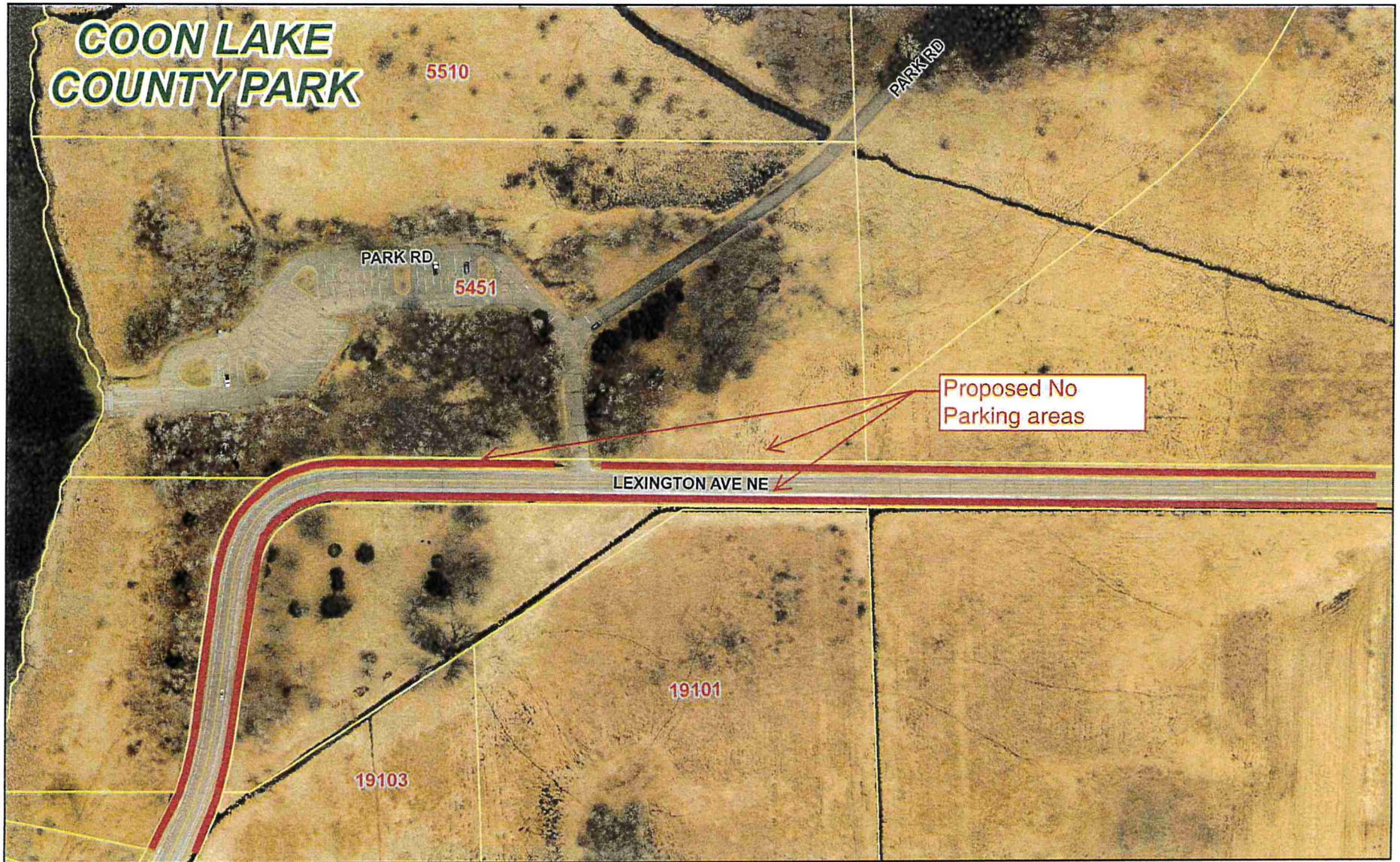
WHEREAS, road users, residents in the area, and the City of Columbus have requested that the regulated parking on CSAH 17 (Lexington Avenue NE/193<sup>rd</sup> Avenue NE) be restricted to ensure public safety.

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners prohibits parking along the north side of CSAH 17 (Lexington Avenue NE/193<sup>rd</sup> Avenue NE) as follows:

From 500 feet southwest of the access to Coon Lake County Park to 500 feet east of the access to Coon Lake County Park.

BE IT FINALLY RESOLVED that the County Engineer be authorized to install signs as deemed necessary for the proper enforcement, and that a certified copy of this resolution be forwarded to the City of Columbus.

# Exhibit A - Original NO PARKING Zone Proposal



## Exhibit B - Revised NO PARKING Zone Proposal





# ANOKA COUNTY BOARD ACTION ITEM

September 14, 2020

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending for approval Resolution #2020-TR21, a No Parking Resolution restricting parking along the north side of CSAH 22 (Viking Boulevard NE) near Coon Lake from 500 feet east of Thielen Boulevard NE to 750 feet west of Isetta Street NE in the City of East Bethel.</i>
BACKGROUND	<p><i>Parking on both sides of Viking Blvd is currently restricted from 500 feet west of Thielen Boulevard NE to 500 feet east of Thielen Boulevard NE (Resolution #98-61). With the increase of recreational activities experienced throughout the county and state, City officials and residents in the area are concerned about safety issues caused by vehicles parking beyond the areas already posted as No Parking along this section of CSAH 22.</i></p> <p><i>At the August 3, 2020 Transportation Committee meeting, Highway staff presented a draft resolution further restricting parking along Viking Boulevard, as follows (see Exhibit A):</i></p> <ul style="list-style-type: none"> <li><i>• from Breezy Point Drive to 500 feet west of Thielen Boulevard NE (both sides of roadway);</i></li> <li><i>• from 500 feet east of Thielen Boulevard NE to 1550 feet east of Thielen Boulevard NE (north side of roadway only); and</i></li> <li><i>• from 850 feet west of Isetta Street NE to 300 feet east of Isetta Street NE (south side of roadway only).</i></li> </ul> <p><i>Representatives from the City, including Mayor Voss, attended the August 3, 2020 meeting, to explain their concerns and support for the requested No Parking Zone Extension described above. Committee members recognized and acknowledged the need to address these safety concerns; however, committee members also expressed their desire to promote opportunities for the public to get out of their homes and enjoy our natural resources and the Anoka County Parks system during the COVID-19 pandemic. Additionally, members of the committee expressed their concerns with pushing the parking issues further away from the boat launch by extending the No Parking Zone as requested. With each of these issues in mind, the committee directed Highway staff to re-visit the proposed No Parking Zone request and consider other alternatives.</i></p> <p><i>Over the past few weeks, Highway staff visited the site with the East Bethel City Administrator and Anoka County Parks Director, to discuss options and alternatives. Based on the constructive discussion during the field visit, all parties agree that the existing No Parking Zone should be extended along the north side of Viking Boulevard NE, from 500 feet east of Thielen Boulevard NE to 750 west of Isetta Street NE. In addition, right-turn lanes are recommended for eastbound Viking Boulevard NE at Breezy Point Drive NE, Thielen Boulevard NE, and Isetta Street NE, as shown on attached Exhibit B.</i></p>
PREVIOUS ACTION TAKEN	<p><i>05/12/1998 - Approval of Resolution #98-61, prohibiting parking on CSAH 22 from 500 feet west of Thielen Boulevard NE to 500 feet east of Thielen Boulevard NE (both sides of roadway)</i></p> <p><i>08/03/2020 – Proposed draft Resolution #2020-TR21 restricting parking along Viking Boulevard NE from Breezy Point Drive to 500 feet west of Thielen Boulevard NE (both sides of roadway), from 500 feet east of Thielen Boulevard NE to 1550 feet east of Thielen Boulevard NE (north side of roadway only), and from 850 feet west of Isetta Street NE to 300 feet east of Isetta Street NE (south side of roadway only). The draft resolution was not supported, and Highway staff were asked to explore additional alternatives for consideration at a future Transportation Committee meeting.</i></p>
COMMENTS	<i>We have contacted the Anoka County Sheriff's Office, and they are in support of the additional No Parking restrictions on this section of CSAH 22.</i>
RECOMMENDATIONS	<i>Recommend approval.</i>

**RESOLUTION #2020-TR21**

**REVISING REGULATED PARKING ON  
CSAH 22 (VIKING BOULEVARD NE)  
FROM 500 FEET EAST OF THIELEN BLVD NE TO  
750 FEET WEST OF ISETTA STREET NE**

WHEREAS, the Anoka County Board of Commissioners is responsible for the planning, construction and maintenance of the county highway system; and,

WHEREAS, the recognition of the need to regulate parking on segments of the county highway system, in response to changes in traffic patterns, adjoining development and reconstruction of highways, is a responsibility of the county board of commissioners; and,

WHEREAS, the City of East Bethel and residents in the area have requested that the regulated parking on CSAH 22 (Viking Boulevard NE) be restricted to ensure public safety; and,

WHEREAS, the Anoka County Board of Commissioners prohibited parking along both sides of CSAH 22 from 500 feet west of Thielen Blvd NE to 500 feet east of Thielen Blvd NE via Resolution #98-61.

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners further prohibits parking along the north side of CSAH 22 (Viking Boulevard NE) from 500 feet east of Thielen Blvd NE to 750 feet west of Isetta St NE.

BE IT FINALLY RESOLVED that the County Engineer be authorized to install signs as deemed necessary for the proper enforcement, and that a certified copy of this resolution be forwarded to the City of East Bethel.

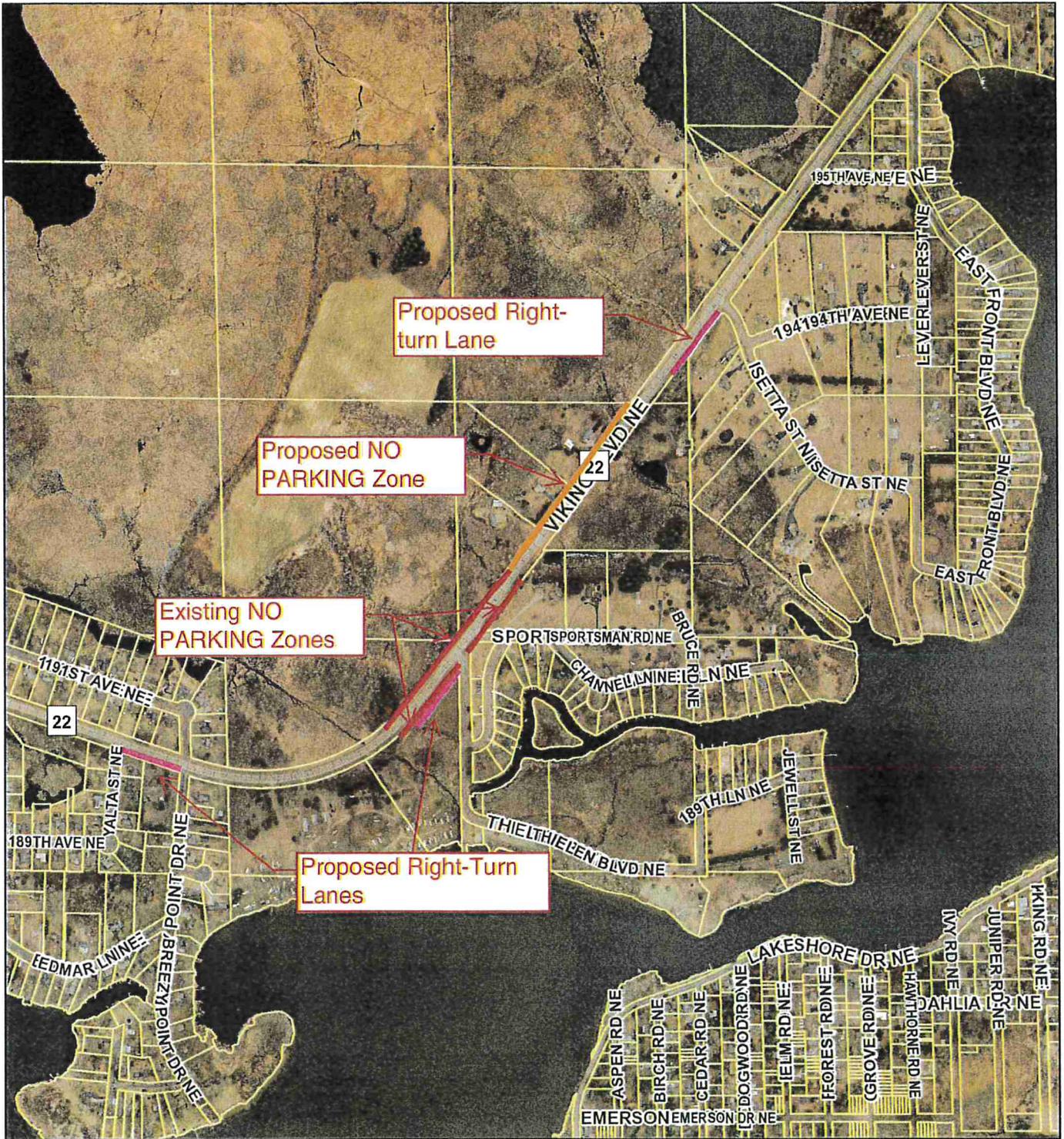
Exhibit A - Original NO PARKING Zone Proposal



1 in = 752 ft

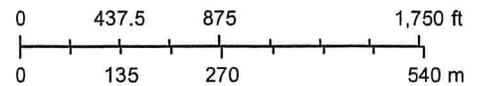


# Exhibit B - Revised NO PARKING Zone Proposal



September 3, 2020

1:9,600





# ANOKA COUNTY BOARD ACTION ITEM

September 14, 2020

## TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending for approval Resolution #2020-TR26, authorizing the County Engineer to submit an application for funding through the Minnesota Highway Freight Program (MHFP) solicitation to help fund planned improvements along US 10/TH 169 at CSAH 56 (Ramsey Boulevard) and CSAH 57 (Sunfish Lake Boulevard) in the City of Ramsey.</i>
BACKGROUND	<p><i>MnDOT is currently accepting applications for federal funding through its MHFP. The MHFPG is designed to improve safety and mobility, and meet the needs of the state's freight transportation system on a local level. The proposed project to eliminate the at-grade intersections and rail crossings at CSAH 56 and CSAH 57 is a good candidate for MHFPG program.</i></p> <p><i>There are approximately \$13.6M of federal funds available in the federal fiscal year 2023, \$22.2M available in federal fiscal year 2024, and \$20M available in federal fiscal year 2025. Local agencies can request up to half of the funds available in any fiscal year. Based on the proposed project delivery timeline, the project team would like to submit an application to request \$10M in federal fiscal year 2025 to help fund the project. Applications are due September 28, 2020 with the project selection scheduled to occur on October 23, 2020.</i></p> <p><i>In addition to the resolution by Anoka County, the Highway staff are also requesting letters of support from the Metropolitan Council and the City of Ramsey.</i></p>
PREVIOUS ACTION TAKEN	<i>04/20/2020 – approval of Contract #C0007902 with Bolton-Menk Inc. for design services.</i>
COMMENTS	
RECOMMENDATIONS	<i>Recommend approval.</i>

**RESOLUTION #2020-TR26**

**AUTHORIZING SUBMITTAL OF A FUNDING APPLICATION FOR THE  
US 10 AND CSAH 56 (RAMSEY BOULEVARD NW) INTERCHANGE  
IMPROVEMENT PROJECT**

WHEREAS, the existing at-grade intersections of US Hwy 10/169 (a Principal Arterial route) and CSAH 56 and CSAH 57 (both " A" Minor Arterial Expander routes) and the at-grade railroad crossings of the BNSF railway are unsafe and lead to traffic congestion and mobility issues; and,

WHEREAS, Anoka County and the City of Ramsey propose to grade-separate US Hwy 10/169 at CSAH 56 and CSAH 57, and the adjacent at-grade BNSF railway crossings; and,

WHEREAS, this improvement project is consistent with the goals and objectives of the Highway 10 Access Planning Study completed in 2014 in partnership between the Minnesota Department of Transportation (MnDOT), Anoka County Highway Department, City of Anoka, City of Ramsey, and Metropolitan Council; and,

WHEREAS, the Anoka County Highway Department is proposing to submit an application to the Minnesota Department of Transportation through the Minnesota Highway Freight Program, to receive federal transportation funds to construct the Ramsey Gateway (US Highway 10/169) Project in the City of Ramsey; and,

WHEREAS, Anoka County has the necessary capabilities to adequately fund its local cost share for this public improvement project:

NOW THEREFORE, BE IT RESOLVED that the Anoka County Highway Department is hereby authorized to submit an application to the Minnesota Department of Transportation through the Minnesota Highway Freight Program, to receive federal transportation funds to construct two interchanges and associated improvements at US Hwy 10/169 and CSAH 56 and US Hwy 10/169 and CSAH 57, in the City of Ramsey.



# ANOKA COUNTY BOARD ACTION ITEM

September 14, 2020

TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval of Resolution #2020-TR27, a resolution authorizing Anoka County to enter into a Local Road Improvement Program (LRIP) Agreement (#C0008131) with MnDOT for Project SAP 002-656-001 for the design services for the CSAH 56 (Ramsey Boulevard) and US Highway 10 interchange project in the City of Ramsey; 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>During the 2018 legislative session, the City of Ramsey was successful in obtaining \$2M in LRIP funds to support design services and ROW acquisition associated with the US Hwy 10/169 improvements at CSAH 56. In April of 2020, Anoka County entered into a contract with Bolton &amp; Menk, Inc. for engineering design services associated with the proposed improvements at US Hwy 10/169 and CSAH 56.</i></p> <p><i>The attached agreement with MnDOT facilitates the use of the secured funds for design services.</i></p>
PREVIOUS ACTION TAKEN	<i>04/20/2020 – Approved Contract #C0007902 with Bolton &amp; Menk for design services.</i>
COMMENTS	
RECOMMENDATIONS	<i>Recommend Approval.</i>

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

- County Highway Dept.
- County Administration

**RESOLUTION #2020-TR27**

**APPROVING GRANT AGREEMENT  
RELATING TO STATE TRANSPORTATION FUND  
(LOCAL ROAD IMPROVEMENT PROGRAM BONDS)  
SAP 002-656-001  
(#C0008131)**

WHEREAS, Anoka County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for improvements on U.S. Hwy 10/169 at CSAH 56 (Ramsey Boulevard) and associated corridor improvements to include frontage road and backage road improvements and a grade-separated BNSF rail crossing on CSAH 56 in the City of Ramsey; and,

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

WHEREAS, per 2018 session law, Chapter 214, Article 3, Section 8, \$2,000,000.00 was appropriated for grants to Anoka County for environmental documentation, preliminary engineering, land acquisition, and final design engineering for the local cost shares of the interchanges and overpass on U.S. Highway 10 at CSAH 56 and the associated frontage and backage road improvements and grade-separated BNSF rail crossing on CSAH 56 connecting local streets to support the U.S. Highway 10 improvements in the City of Ramsey; and,

WHEREAS, the amount of this grant has been determined to be \$1,788,712.00 for design and professional services for the project; and,

NOW, THEREFORE, BE IT RESOLVED that Anoka County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes Section 174.52 and will pay any additional amount by which the costs exceed the estimate, and will return any amount appropriated for the project but not required to the Minnesota State Transportation Fund. The proper county officers are authorized to execute a grant agreement, and any amendments thereto, with the Commissioner of Transportation concerning the above-reference grant.

**ANOKA COUNTY**  
**FINANCE AND CAPITAL IMPROVEMENTS COMMITTEE REPORT**  
FOR THE September 22, 2020 COUNTY BOARD MEETING

The Finance and Capital Improvements Committee meeting was held on September 17, 2020, at the Bunker Hills Activities Center-Maple Room, Andover, Minnesota.

**Committee Members Present:** Commissioner Look (Chair)  
Commissioner Gamache  
Commissioner Schulte

**Committee Members Absent:** Commissioner Braastad

**Others Present:**

Rhonda Sivarajah, County Administrator; Dee Guthman, Deputy County Administrator; Cory Kampf, Division Manager; Andrew Dykstra, Facilities Management and Construction Director; Brenda Pavelich-Beck, Accounting Director; Paula Bownik, Accounting Director; Yvonne Kirkeide, Accounting Manager; Cathie Larson, Senior Office Manager; Wes Volkenant, Citizen.

**Action Items:**

1. The committee recommends the County Board approve master Contract #C0008106, with Guardian Pes Solutions, 3131 Halvor Lane, Superior, WI 54488, for countywide pest control services - **See attached** action worksheet.

**Informational Items:**

1. The committee considered, for informational purposes, an update on Anoka County 2020 Finances.



# ANOKA COUNTY BOARD

## ACTION ITEM

September 22, 2020

FM&C

<b>ACTION REQUESTED</b>	<p>Consider recommending the County Board approve the following master contract for countywide pest control services with the lowest responsible quote:</p> <ul style="list-style-type: none"><li>• Contract # C0008106 with Guardian Pest Solutions, 3131 Halvor Lane, Superior, WI 54880</li></ul> <p>Quote/Bid Tab Attached.</p>
<b>BACKGROUND</b>	<p>Current State of MN Cooperative pest control contract expires 9/30/2020.</p> <p>The master pest control contract defines a predictable rate for: roaches, ants, silverfish, etc., at the following locations:</p> <ul style="list-style-type: none"><li>• Government Center Complex</li><li>• Blaine Human Services Center</li><li>• Radio Shop</li><li>• Lino Lakes</li><li>• Sheriff's Office</li><li>• Highway</li><li>• Rum River Campus</li><li>• MedEx</li><li>• Field Operations Building</li><li>• All Parks Facilities</li><li>• All Library Facilities</li></ul> <p>Most locations are serviced monthly however, a few facilities will utilize the contract on an as needed basis. When the work is desired the County will negotiate a Statement of Work for the actual work to be performed for each engagement, subject to the hourly rate, terms and conditions, and insurance requirements defined in the Master Contract.</p> <p>This contract is for a two-year term, with the County having the option to renew the contract for three additional one-year terms, for a possible total of five years.</p>
<b>FUNDING</b>	County Department Operating Budgets



**Anoka County**  
**HUMAN SERVICES DIVISION**  
Administration & Finance

**HUMAN SERVICES COMMITTEE REPORT  
FOR THE SEPTEMBER 22, 2020  
ANOKA COUNTY BOARD MEETING**

COMMITTEE PRESENT: Commissioner Julie Braastad, Commissioner Mandy Meisner,  
Commissioner Robyn West

COMMITTEE ABSENT: Commissioner Jeff Reinert

OTHERS PRESENT: Rhonda Sivarajah, Cindy Cesare, Jonelle Hubbard, Nicole Swanson, Jerry Pederson,  
Dylan Warkentin, Nancy Norman, Peggy McNabb, Brad Thiel, Wes Volkanent

The following recommendations from the September 15, 2020, Human Services Committee meeting are being forwarded to the County Board of Commissioners, which also acts as the Local Social Services Agency and Health Board, for their approval:

**CONSENT**

Economic Assistance

- \*1. Consider recommending the County Board enter into Contract #C0008130 (renewal), Metropolitan County Consortium (MCC) Cooperative Agreement for Administrative Services for Non-Emergency Medical Transportation, effective January 1, 2021, through December 31, 2024.

Social Services

- \*2. Consider recommending the County Board issue a Request for Proposals for the State Fiscal Year 2022 – 2023 Family Homeless Prevention and Assistance Program (FHPAP) and respond to Minnesota Housing's Family Homeless Prevention and Assistance Program's RFP.

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- \*3. The committee recommended County Board ADOPTION of the following:

A. Resolution #2020-HS-17, Economic Assistance Bills – **see attached resolution.**

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**INFORMATIONAL**

- 1. The committee recommended County Board reappointment of Coon Rapids Battalion Chief Tim Gilsrud, as fire service representative, and Joseph Thomas, as citizen representative, to the Emergency Medical Services (EMS) Council for terms ending December 31, 2023.

\*Action Required  
attachments



ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM

Economic Assistance		September 15, 2020
Contract Restatement to the Metropolitan County Consortium (MCC) Cooperative Agreement for Administrative Services for Non-Emergency Medical Transportation (NMET)		CONSENT
<b>Action Requested</b>	Approval of contract C0008130. This contract renews the MCC Cooperative Agreement to provide administrative services for NMET. The MCC is comprised of the following counties: Anoka, Benton, Chisago, Dakota, Hennepin, Isanti, Mille Lacs, Pine, Ramsey, Sherburne, Stearns, Washington and Wright. The term of this agreement is no later than January 1, 2021 through December 31, 2024.	
<b>Background</b>	<p>Effective June 30, 2009 the responsibility to provide Medical Assistance (MA) enrollees with transportation and travel expenses to access necessary medical services was shifted to metropolitan counties. In order to maintain continuity of services and avoid the administrative burden, Anoka County led a multi county effort to contract with an existing transportation coordinator.</p> <p>Hennepin County and several metropolitan counties entered into a cooperative agreement effective July 1, 2010. Hennepin County on behalf of the counties participating in the cooperative agreement is contract manager and billing agent.</p> <p>The 2020 budget for this contract is \$287,453.</p>	
<b>Prior Action</b>	The restated cooperative agreement contract amendment was approved effective December 13, 2016, with an effective date of January 1, 2017 for an initial term of twelve months. The contract was renewed through December 31, 2020.	
<b>Recommendation</b>	Approval of contract C0008130.	
<b>Submitted By</b>	Jessica Leth, Family Programs Manager	
<b>Approved By</b>	Brad Thiel, Director	



ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM

Social Services		September 15, 2020
Family Homeless Prevention and Assistance Program		CONSENT
<b>Action Requested</b>	Approval for the Anoka County Social Service and Behavioral Health Department to issue a Request for Proposal for the October 2021 thru September 2023 Family Homeless Prevention and Assistance Program (FHPAP) and respond to Minnesota Housing's Family Homeless Prevention and Assistance Program's RFP.	
<b>Background</b>	<p>In June of 1993, the Minnesota Legislature passed the Family Homeless Prevention and Assistance Act, allocating funding to meet the goals of preventing homelessness, reduce the duration of homelessness and eliminate repeat episodes of homelessness. The Family Homeless Prevention and Assistance Program (FHPAP) is designed to serve families with children, single adults and unaccompanied or minor parenting youth (24 years of age and under) who are either homeless or at serious risk of homelessness. For the 2019-2021 biennium, Anoka County was awarded \$926,064 that was used to fund sub-grantees of: The Salvation Army, Emma B. Howe YMCA and Mediation and Restorative Services.</p> <ul style="list-style-type: none"><li>• September 2020: Anoka County to issue an RFP for the 2021-2023 FHPAP based on the assessed service needs in the community.</li><li>• November 2020: RFP submissions will be evaluated by the FHPAP – Selection Committee and ranked for priority pending the release of Minnesota Housing's release of the FHPAP RFP in early 2021.</li><li>• Spring 2021: The Anoka County FHPAP Selection Committee will utilize the ranked proposals to complete an RFP response and submit it to Minnesota Housing.</li><li>• Summer 2021: Minnesota Housing will announce FHPAP awards based on the RFP submissions.</li><li>• September 2021: Sub-grantee agreements will be brought before the Human Services Committee for approval to execute for October 1, 2021.</li></ul>	
<b>Prior Action</b>	<ul style="list-style-type: none"><li>• June 2019 - Approved Sub-grantee agreements.</li><li>• October 2019 – Approved of Grant amendment I of an additional \$259,920 to fully fund grant request totaling \$906,514.</li><li>• May 2020 – Approved Grant amendment II of an additional \$19,550 for new award total of \$926,064.</li></ul>	
<b>Recommendation</b>	Approval for the Anoka County Social Service and Behavioral Health Department to issue a Request for Proposal for the October 2021 thru September 2023 for the Family Homeless Prevention and Assistance Program (FHPAP) and respond to Minnesota Housing's Family Homeless Prevention and Assistance Program's RFP.	
<b>Submitted By</b>	Michele Reid	
<b>Approved By</b>	Jerry Pederson	

**RESOLUTION #2020-HS-17**  
**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 August 2020: Medical Assistance and General Assistance medical payments in the amount of \$273,042.46 set forth in the Monthly Economic Assistance Actions and Payments Authorization document on file in Human Services Administration.

ANOKA COUNTY  
PROPERTY RECORDS AND TAXATION COMMITTEE

CHAIR REPORT  
*Commissioner Mandy Meisner*

FOR THE SEPTEMBER 22, 2020 COUNTY BOARD MEETING

**\*ACTION ITEMS:**

1. The chair recommends the county board adopt Resolution #2020-PRT8, Authorizing the Purchase of Assistive Voting Devices.

**See attached** Action Item and Resolution

\*Requires board approval



# Anoka County

## PROPERTY RECORDS & TAXATION DIVISION

Elections & Voter Registration

County Board Meeting Date: September 22, 2020

<b>ITEM</b>	Resolution No. 2020-PRT8 Authorizing the Purchase of Assistive Voting Devices
<b>ACTION REQUESTED</b>	The Division Manager of Property Records & Taxation is requesting approval of Resolution No. 2020-PRT8 Authorizing the Purchase of Assistive Voting Devices
<b>BACKGROUND</b>	<p>All polling places in Minnesota must provide at least one assistive voting device that conforms to the requirements of the federal Help America Vote Act (M.S. 204B.18). Anoka County has used the AutoMARK assistive voting devices since 2006. The technology is outdated, requiring regular maintenance, repairs, and troubleshooting during critical periods of equipment testing and Election Day use. The AutoMARK had been the only device compatible with our voting equipment system until October 2019, when the Office of the Secretary of State certified a new assistive voting device – the OmniBallot Tablet. County and municipal elections staff have evaluated the OmniBallot Tablet and determined that it will be an effective replacement option.</p> <p>The total initial cost of the countywide purchase of OmniBallot Tablets would be \$606,900. Anoka County was awarded a state voting equipment grant in July 2020 totaling \$187,161.78 to be used to partially offset the purchase. Remaining costs would be allocated according to the terms of the elections Joint Powers Agreement: Anoka County would pay 55 percent, cities and townships would pay 30 percent, and school districts would pay 15 percent. The total amount charged to each municipality/school district would be pro-rated based on population.</p> <p>Anoka County has agreed to provide the funding for the initial purchase and delay capital repayment charges to the municipalities/school districts until 2023. This will allow municipalities/school districts to avoid overlapping with their repayments of capital costs for the 2013 voting equipment system purchase, which end in 2022.</p> <p>Details for system components, maintenance and licensing fees, and training are attached. To summarize:</p> <ul style="list-style-type: none"><li>• The order form includes a total cost of \$606,900.</li><li>• Less the grant award, the 2020 implementation costs to the county will be approximately \$419,738.22.</li><li>• Ongoing operational costs include an annual software license fee of \$30,375/year.<ul style="list-style-type: none"><li>○ This is slightly less than our current software and maintenance charges for the AutoMARKs.</li></ul></li><li>• In-person training for Anoka County Elections staff and municipal clerks is provided as part of our year one costs.</li></ul>

	<p>The OmniBallot Tablets are available for purchase on a contract with the Minnesota Counties Computer Cooperative (MCCC). Staff from PRT, Elections, IT, and the County Attorney's Office have reviewed the MCCC contract and have indicated approval to proceed with purchasing from the contract.</p> <p>County and municipal elections staff do not have the capacity for training and rollout of the new assistive voting devices in time for the November 3, 2020 general election. However, the state voting equipment grant funds must be expended by December 31, 2020. Therefore, we would like to proceed with the purchase now to allow the vendor adequate time to fulfill our order prior to this deadline.</p>
<b>RECOMMENDATIONS</b>	The Division Manager of Property Records & Taxation recommends the County Board approve Resolution No. 2020-PRT8 Authorizing the Purchase of Assistive Voting Devices
<b>SUBMITTED BY</b>	Paul Linnell, Elections Manager Pam LeBlanc, Division Manager, Property Records and Taxation

**RESOLUTION #2020-PRT8  
AUTHORIZING THE PURCHASE OF ASSISTIVE VOTING DEVICES**

WHEREAS, Minnesota Statutes 204B.18 Subdivision 1 (b) requires that each polling place must have at least one voting system that conforms to section 301(a)(3)(B) of the Help America Vote Act, Public Law 107-252; and

WHEREAS, Anoka County's current assistive voting technology has reached its end of life; and

WHEREAS, The OmniBallot Tablet has been certified for use by the Office of the Minnesota Secretary of State and is a suitable replacement option; and

WHEREAS, Anoka County received a voting equipment grant award of \$187,161.78 from the State of Minnesota to be used towards the purchase of new assistive voting devices; and

WHEREAS, Municipalities and school districts in Anoka County have consented to the purchase of OmniBallot Tablets and will contribute to the costs of the devices under the terms of the Joint Powers Agreement between Anoka County and the Municipalities, Townships, and School Districts in Anoka County to Allocate Costs for Election Expenses.

NOW THEREFORE BE IT RESOLVED by the Anoka County Board of Commissioners that Anoka County purchase OmniBallot Tablets from the Minnesota Counties Computer Cooperative Agreement pricing included here.

**ANOKA COUNTY PUBLIC SAFETY COMMITTEE REPORT  
FOR THE SEPTEMBER 22, 2020, COUNTY BOARD MEETING**

The Public Safety Committee meeting was held at 10:30 a.m. on Tuesday, September 15, 2020, at the Rum River Library – Meeting Room A & B, 4201 6<sup>th</sup> Ave, Anoka, MN 55303.

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

**Others Present:** Dee Guthman, Deputy County Administrator; Rhonda Sivarajah, County Administrator; Chief Deputy Kevin Halweg; Valerie Sprynczynatyk, Emergency Communications Director; Cory DeMuth, Radio System Coordinator; Terry Stoltzman, Emergency Management Director; Brenda Vetter, Principal Administrative Assistant; Wes Volkenant, citizen

**\*Action Items**

*Sheriff*

1. The Committee recommends adoption of Resolution #2020-PS09, Accepting Dedicated Donation from Top Wash, Anoka, MN. *See attached* resolution.
2. The Committee recommends approval and execution of the 2021 Law Enforcement Contracts, for a term of January 1, 2021, through December 31, 2021, with the following municipalities:
  - a. City of Andover (Contract #C0008008) in the amount of \$3,287,046; and
  - b. City of East Bethel (Contract #C0008043) in the amount of \$1,204,480; and
  - c. Township of Linwood (Contract #C0008044) in the amount of \$259,889.

*See attached* PSC Worksheets.

\*Requires board approval.

**Information Items**

*Emergency Communications*

3. Emergency Communications Director Valerie Sprynczynatyk provided, for informational purposes, an update on the following:
  - a. Introduced Cory DeMuth, who started today with the county as a Radio System Coordinator.
  - b. Status of 10 open dispatch positions, Sr. Radio Coordinator position; technology, call volume this summer; and usage/modifications of county spaces due to COVID-19 to allow for safe workspaces.

*Other*

4. Chief Deputy Kevin Halweg shared that 17 promotions will be made at a ceremony this afternoon and that there are presently 14 vacant detention deputy positions.
5. Emergency Management Director Terry Stoltzman provided an update on coordination between Public Health, Emergency Management and Finance to ensure COVID-19 needs are being met and determine funding.
6. Wes Volkenant shared some observations he has made in and around Andover.

**The next Public Safety Committee meeting is scheduled for Tuesday, October 20, 2020, at 10:30 a.m. at the Rum River Library – Meeting Room A & B, 4201 6<sup>th</sup> Ave., Anoka, MN 55303.**

**Resolution # 2020-PS09**

**ACCEPTING DEDICATED DONATION  
FROM TOP WASH, ANOKA, MN**

WHEREAS, the Anoka County Sheriff's Office received a donation of from Top Wash, 3201 Round Lake Boulevard, Anoka, MN; and,

WHEREAS, Top Wash, donated 65 car wash cards with 10 washes per card as appreciation to law enforcement to be used to maintain our Sheriff's Office vehicles. The total value of the donation is \$5,200; and,

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

WHEREAS, acceptance of the gift 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 gift from Top Wash, Anoka, and extends its grateful appreciation.



## ANOKA COUNTY BOARD ACTION ITEM

September 15, 2020

Anoka County Sheriff's Office

ACTION REQUESTED	Approval and execution of the 2021 Law Enforcement Contract with the City of Andover
BACKGROUND	The City of Andover has contracted with the Sheriff's Office for the performance of law enforcement services since 1974. This contract is the annual renewal.
Contract Number	C0008008
Amount of Contract	<p>The city agrees to pay the county the sum of \$3,287,046. Contract services include but are not limited to:</p> <ol style="list-style-type: none"><li>80 hours per day of patrol services; and</li><li>Additional law enforcement services and emergency assistance, as the demand arises, and resources allow; and</li><li>6 hours per day of service by a Community Service Officer; and for park security, and an additional 20 hours per week from April through September; and</li><li>80 hours per week of Patrol and Crime Investigator coverage; and</li><li>2 full-time Deputy Sheriffs to be assigned as School Liaison Officers, one assigned to the middle school and one to the high school. During non-school months, the deputies to be assigned to work in such areas as patrol, selected enforcement, and crime prevention; and</li><li>50% of the costs associated with the Crime Watch Program's coordinator position.</li></ol> <p>The term of the contract is January 1, 2021, through December 31, 2021.</p>
CONCLUSION	The continuation of contracted services provided by the Anoka County Sheriff's Office to the City of Andover enhances the safety of county residents and has been in place since 1974.
RECOMMENDATIONS	Approval and execution of the 2021 Law Enforcement Contract with the City of Andover.



## ANOKA COUNTY BOARD ACTION ITEM

September 15, 2020

Anoka County Sheriff's Office

ACTION REQUESTED	Approval and execution of the 2021 Law Enforcement Contract with the City of East Bethel.
BACKGROUND	The City of East Bethel has contracted with the Sheriff's Office for the performance of law enforcement services since 1973. This contract is the annual renewal.
Contract Number	C0008043
Amount of Contract	The city agrees to pay the county the sum of \$1,204,480. Contract services include but are not limited to: <ul style="list-style-type: none"><li>a. 36 hours per day of patrol services,</li><li>b. 20 hours per week of Community Service Officer Coverage; and</li><li>c. 24-hour call and general services.</li></ul> The term of the contract is January 1, 2021, through December 31, 2021.
CONCLUSION	The continuation of contracted services provided by the Anoka County Sheriff's Office to the City of East Bethel enhances the safety of county residents and has been in place since 1973.
RECOMMENDATIONS	Approval and execution of the 2021 Law Enforcement Contract with the City of East Bethel.



## ANOKA COUNTY BOARD ACTION ITEM

September 15, 2020

Anoka County Sheriff's Office

ACTION REQUESTED	Approval and execution of the 2021 Law Enforcement Contract with the Township of Linwood.
BACKGROUND	The Township of Linwood has contracted with the Sheriff's Office for the performance of law enforcement services since January 1, 2005. This contract is the annual renewal.
Contract Number Amount of Contract	C0008044 The township agrees to pay the county the sum of \$259,889. Contract services include but are not limited to: a. 8 hours per day of patrol services, and b. 24-hour call and general services. The term of the contract is January 1, 2021, through December 31, 2021.
CONCLUSION	The continuation of services provided by the Anoka County Sheriff's Office to the Township of Linwood enhances the safety of county residents and has been in place since 2005.
RECOMMENDATIONS	Approval and execution of the 2021 Law Enforcement Contract with the Township of Linwood.

**RESOLUTION #2020-109**

**RELATING TO THE REAPPOINTMENT OF  
ALEX GUGGENBERGER AS ANOKA COUNTY ASSESSOR**

WHEREAS on December 2, 2016, the Anoka County Board of Commissioners (“County Board”) reappointed Alex Guggenberger as Anoka County Assessor for the term January 1, 2017 through December 31, 2020 (Resolution #2016-140); and,

WHEREAS Minn. Stat. § 273.061, subd. 1 grants county boards the authority to appoint county assessors for four-year terms; and,

WHEREAS Alex Guggenberger has served well as the Anoka County Assessor since July 1, 2016 and has demonstrated that he has the necessary knowledge, training, and expertise in the field of property taxation to perform the duties of County Assessor; and,

WHEREAS the County Board desires to reappoint Alex Guggenberger as County Assessor:

NOW THEREFORE BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby appoint Alex Guggenberger to serve as the Anoka County Assessor for another four-year term commencing January 1, 2021 and ending December 31, 2024.

BE IT FURTHER RESOLVED that Alex Guggenberger shall serve as the Anoka County Assessor subject to the terms of the employment agreement that is on file with the Employee Relations Department.

**RESOLUTION #2020-110**

**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 #2020-110, 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 #2020-111**

**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,

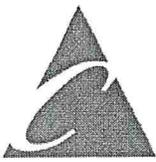
WHEREAS, the County Board believes that appointment of the Administrative Services Director, Division of Property Records and Taxation, will continue the efficiency of county government and the delivery of services to the public; and,

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.



## 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>



## ANOKA COUNTY BOARD ACTION ITEM

September 22, 2020

Employee Relations and Finance & Central Services

<b>ACTION REQUESTED</b>	<p>Recommend approval of the proposed Retiree Medicare Supplemental Insurance renewal package, Plan N, from Blue Cross Blue Shield as outlined below:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 15%;">Rate</th> <th colspan="2">2020</th> <th colspan="2">2021</th> <th colspan="2">Change</th> </tr> <tr> <th>Rx*</th> <th>Plan 1</th> <th>Plan 2</th> <th>Plan 1</th> <th>Plan 2</th> <th>Plan 1</th> <th>Plan 2</th> </tr> </thead> <tbody> <tr> <td><b>Plan N</b></td> <td>\$168.00</td> <td>\$168.00</td> <td>\$168.00</td> <td>\$168.00</td> <td>\$0.00</td> <td>\$0.00</td> </tr> <tr> <td>MedicareBlue Rx</td> <td>\$157.50</td> <td>\$122.50</td> <td>\$142.20</td> <td>\$120.00</td> <td>(\$15.30)</td> <td>(\$2.50)</td> </tr> <tr> <td><b>Total</b></td> <td>\$325.50</td> <td>\$290.50</td> <td>\$310.20</td> <td>\$288.80</td> <td>(\$15.30)</td> <td>(\$2.50)</td> </tr> </tbody> </table> <p>*Rx Deductible Plans            Plan 1(High Rx): \$10/\$25/\$60/\$100 (OOP Max \$1,000);            Plan 2(Low Rx): \$10/\$25/\$40/25% (No MAX)</p> <p>County Contribution is calculated as outlined in the Anoka County Personnel Rules and Regulations.</p>	Rate	2020		2021		Change		Rx*	Plan 1	Plan 2	Plan 1	Plan 2	Plan 1	Plan 2	<b>Plan N</b>	\$168.00	\$168.00	\$168.00	\$168.00	\$0.00	\$0.00	MedicareBlue Rx	\$157.50	\$122.50	\$142.20	\$120.00	(\$15.30)	(\$2.50)	<b>Total</b>	\$325.50	\$290.50	\$310.20	\$288.80	(\$15.30)	(\$2.50)
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<b>Total</b>	\$325.50	\$290.50	\$310.20	\$288.80	(\$15.30)	(\$2.50)																														
<b>BACKGROUND</b>	<ul style="list-style-type: none"> <li>The offering this year is the same Supplemental Plan and Rx plans.</li> <li>No changes in coverage</li> </ul>																																			
<b>CONCLUSION</b>	<ul style="list-style-type: none"> <li>There is no change in premium for Plan N.</li> <li>Rx Plan 1 resulted in a 5% decrease in premium from 2020</li> <li>Rx Plan 2 resulted in a 1% decrease in premium from 2020</li> <li>The overall premium savings is estimated to be \$183,000 shared between members and Anoka County</li> </ul>																																			
<b>RECOMMENDATIONS</b>	<p>As recommended by the responsible Commissioner for Insurance, the County Board is requested to approve contract #C0008079 with Blue Cross Blue Shield for the retiree health Plan N beginning January 1, 2021, with no change to the Rx plan options at the offered rates and provide the County contribution as outlined in the Anoka County Personnel Rules and Regulations.</p>																																			

**RESOLUTION #2020-112**

**RESOLUTION ADOPTING A  
PROPOSED PROPERTY TAX LEVY  
FOR PROGRAM YEAR 2021**

WHEREAS, the county board has received numerous budget requests from the various county departments and has, over the course of the past six months, reviewed these requests to meet its responsibilities prescribed under Minnesota statutes for the program year 2021; and,

WHEREAS, County Administration and the Finance & Central Services Division have recommended a tax levy to the county board as follows; and,

WHEREAS, these recommendations have been duly considered by the Anoka County Board of Commissioners in establishing a proposed tax levy for program year 2021 to be certified to the Anoka County Division Manager of Property Records and Taxation on or before September 30, 2020:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby establish a proposed certified property tax levy for program year 2021 in the amount of \$141,927,676.

BE IT FURTHER RESOLVED by the Anoka County Board of Commissioners that the budget; as prepared by the respective departments and reviewed by County Administration, the Finance & Central Services Division, and the county board of commissioners represent the basis for this proposed levy. Final department budgets are subject to approval by the county board and shall be authorized by separate action prior to December 30, 2020, following a public meeting on the proposed budget and levy.

BE IT FINALLY RESOLVED that a certified copy of this resolution is forwarded to the Anoka County Division Manager of Property Records and Taxation on or before September 30, 2020.

**RESOLUTION #2020-113**

**RESOLUTION ADOPTING A  
PROPOSED PUBLIC SAFETY TAX LEVY  
FOR PROGRAM YEAR 2021**

WHEREAS, the Anoka County Board has authority under, Minnesota Statute 383E.21, subdivision 1, to levy property taxes for public safety improvements and equipment, to finance the cost of designing, constructing and acquiring countywide projects, benefitting both Anoka County and the municipalities located within Anoka County.

WHEREAS, County Administration and the Finance & Central Services Division have recommended a tax levy to the county board as follows; and,

WHEREAS, these recommendations have been duly considered by the Anoka County Board of Commissioners in establishing a proposed tax levy for program year 2021 to be certified to the Anoka County Division Manager of Property Records and Taxation on or before September 30, 2020:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby establish a proposed Public Safety property tax levy for program year 2021 in the amount of \$1,750,000.

BE IT FURTHER RESOLVED by the Anoka County Board of Commissioners that the proposed levy has been reviewed by County Administration, the Finance & Central Services Division, and the county board of commissioners. This levy is subject to final approval by the county board and shall be authorized by separate action prior to December 30, 2020, following a public meeting on the proposed budget and levy.

BE IT FINALLY RESOLVED that a certified copy of this resolution is forwarded to the Anoka County Division Manager of Property Records and Taxation on or before September 30, 2020.



ANOKA COUNTY HUMAN SERVICES COMMITTEE  
COUNTY BOARD AGENDA ITEM

Public Health & Environmental Services		September 15, 2020
Emergency Medical Services Council reappointments		CONSENT
<b>Action Requested</b>	Approve Committee reappointments for 2021.	
<b>Background</b>	The Emergency Medical Services (EMS) Council serves as an advisory body to the Anoka County Board of Commissioners on the development, maintenance, coordination and evaluation of emergency medical services in Anoka County.	
<b>Prior Action</b>	There have been yearly appointments of the Chair, and appointments or reappointments of council members whose terms have expired.	
<b>Recommendation</b>	Recommend the following be reappointed to the EMS Council for terms expiring December 31, 2023.  <u>Representing Citizens:</u> Joseph Thomas  <u>Representing Fire Service:</u> Tim Gilsrud, Battalion Chief Coon Rapids Fire Department	
<b>Submitted By</b>	Jonelle Hubbard – Director	
<b>Approved By</b>	Jonelle Hubbard – Director	

# Anoka County Committee Appointments Application

First Name	Timothy
Last Name	Gilsrud
Date	8/14/2020
Address	
Phone	
Fax	
E-mail	
Business Name	
Business Address	
Business Phone	
Business Fax	
Business E-mail	
Board/Commission applying for:	Emergency Medical Services Council
Your county commissioner:	District 2 - Julie Braastad
Find your commissioner here:	<a href="#">MN Pollfinder</a>
Personal background:	I have been in the fire and medical services since 1985. I'm the current board chair for this committee and have served on it since 2001 and been the chair for some time now. I work at Coon Rapids Fire as a Battalion Chief
Experience relating to position:	Current EMT and former flight paramedic.
Describe why you are interested in the position:	I would like to continue my work on the Anoka County Emergency Medical Services board.
For more information, contact Brenda Vetter at 763-324-4711 or <a href="mailto:brenda.vetter@co.anoka.mn.us">brenda.vetter@co.anoka.mn.us</a>	

Email not displaying correctly? [View it in your browser.](#)

# Anoka County Committee Appointments Application

First Name	Joseph
Last Name	Thomas
Date	8/5/2020
Address	
Phone	
Fax	
E-mail	
Business Name	
Business Address	
Business Phone	
Business Fax	
Business E-mail	
Board/Commission applying for:	Emergency Medical Services Council
Your county commissioner:	District 2 - Julie Braastad
Find your commissioner here:	<a href="#">MN Pollfinder</a>
Personal background:	Married, six children, Computer Software Engineer, lived in Twin Cities for last 38 years, Ham Lake for last 18 years. Foster Parents for 20+ years (Children's Crisis Nursery, Anoka County [Emergency home]).
Experience relating to position:	22 years Ham Lake Fire Department, currently District Chief. NREMT (B) since 2000. Member of Emergency Response team with various employers over the years.
Describe why you are interested in the position:	This is a position I currently hold (Citizen rep.) and I am seeking re-appointment. I believe my experience with Fire Department/EMT forms the knowledge basis while my work with Foster Care and businesses provides a different perspective on relevant community topics.
For more information, contact Brenda Vetter at 763-324-4711 or <a href="mailto:brenda.vetter@co.anoka.mn.us">brenda.vetter@co.anoka.mn.us</a>	



# ANOKA COUNTY BOARD CARES ACT

## ACTION ITEM

SEPTEMBER 22, 2020

ADMINISTRATION / Digital Engagement

ACTION REQUESTED	<p>Request the County Board Consider approving the following:</p> <p>Purchase of a Digital Engagement Platform, which includes the purchase and installation of technology, including associated maintenance agreements, with Tierney Brothers Inc. of St. Paul, MN in association with Mod Creative, Inc. of Blaine, MN in an amount not to exceed \$1,200,594.</p> <p>Purchase of Virtual servers in an amount not to exceed \$19,400</p> <p>Purchase of Translation services in an amount not to exceed \$3,000</p>
BACKGROUND	<p>Prior to the COVID-19 Health Pandemic, most county services were only offered face to face. Anoka County continues to evaluate its service delivery model in order to allow for the safety of both the public and employees, while providing services timely to the public.</p> <p>A digital engagement platform will allow the public more options to be serviced by providing online appointment scheduling, confirmations and reminders, virtual meeting rooms, check-in instructions, text messaging, one-on-one chat sessions, and waypoint location finding.</p>
SOLUTIONS	<p>The digital engagement package will consist of hardware and software for the virtual reception rooms, check-in kiosks, and wayfinding services.</p> <p>Anoka County residents will have the ability to visit a virtual counter location across the county to service units that are setup. Each location will have a check-in kiosk with 7 language options and will notify a resident when it is time to connect via signage, SMS text, or email.</p>
CONCLUSION	<p>Request the County Board Consider approving the following:</p> <p>Purchase of a Digital Engagement Platform, which includes the purchase and installation of technology, including associated maintenance agreements, with Tierney Brothers Inc. of St. Paul, MN in association with Mod Creative, Inc. of Blaine, MN in an amount not to exceed \$1,200,594.</p> <p>Purchase of Virtual servers in an amount not to exceed \$19,400</p> <p>Purchase of Translation services in an amount not to exceed \$3,000</p>
FUNDING	<ul style="list-style-type: none"> <li>• CARES Act Funding - Local Government – Other Category</li> </ul>



# ANOKA COUNTY BOARD CARES ACT

## ACTION ITEM

SEPTEMBER 22, 2020

ADMINISTRATION / Courts Audio Visual

ACTION REQUESTED	Request the County Board consider approving the purchase and installation of audio and visual equipment (including 5 year maintenance) for eleven courtrooms from Tierney Bros. Inc of St. Paul, MN in the amount of \$369,428 contingent on MN Courts acceptance of a Memorandum of Understanding with the County (MOU) that the MN Courts will take responsibility of all future video maintenance, repair, and replacement.
BACKGROUND	<p>COVID has necessitated changes in the court system to social distance and avoid close contact.</p> <p>Moving to remote video and audio conferencing is the best way to protect judges, employees, litigants, and the public due to the COVID-19 Health Pandemic.</p>
SOLUTIONS	The request is for eleven courtrooms to be fully capable to hold remote audio/video conference calls. The project takes advantage of equipment that is currently in place and supplements where needed to make the courtrooms capable of hosting video through multiple platforms, such as Zoom and WebEx calls.
CONCLUSION	Request the County Board consider approving the purchase and installation of audio and visual equipment (including 5 year maintenance) for eleven courtrooms from Tierney Bros. Inc of St. Paul, MN in the amount of \$369,428 contingent on MN Courts acceptance of a Memorandum of Understanding with the County (MOU) that the MN Courts will take responsibility of all future video maintenance, repair, and replacement.
FUNDING	<ul style="list-style-type: none"><li>• CARES Act Funding - Local Government –Category Other</li></ul>



# ANOKA COUNTY BOARD CARES ACT

## ACTION ITEM

SEPTEMBER 22, 2020

Communication – IT / Room Kits Installation

ACTION REQUESTED	Request the County Board consider approving an amount not to exceed \$400,000 to Tierney Brothers of St. Paul, MN for the purchase of monitors and the installation of Audio/ Visual Room Kits.
BACKGROUND	In July, the County Board authorized the purchase of room kit technology for various rooms around the County from Marco Technologies. This technology allows us to serve clients virtually having face to-face virtual meetings including screen sharing with the public reducing transportation barriers to accessing service while keeping the public safe from COVID-19. In addition, it will be used internally to communicate with staff who are working remotely.
SOLUTIONS	We have received the Room Kits and this contract will allow for the purchase of monitors and the installation of the monitors and room kits in locations that were identified by IT Staff.
CONCLUSION	Request the County Board consider approving an amount not to exceed \$400,000 to Tierney Brothers of St. Paul, MN for the purchase of monitors and the installation of Audio/ Visual Room Kits.
FUNDING	<ul style="list-style-type: none"><li>• CARES Act Funding - Local Government –Telework Support</li></ul>



# ANOKA COUNTY BOARD CARES ACT

## ACTION ITEM

SEPTEMBER 22, 2020

Emergency Communications – 911

Deployable Dispatch Console Laptop Radios

ACTION REQUESTED	Request the County Board consider approving \$82,666 for the purchase of two laptop radio console positions (\$70K) and 1/5th share in the cost of link operator servers (\$12,666) from Motorola
BACKGROUND	Due to the social distancing required by Covid-19, we need to add mobile deployment dispatching positions. If an outbreak occurs in the current 911 Dispatch Center, this addition would allow the dispatchers to relocate off-site while the current center is disinfected and allow social distancing and isolation from others.
SOLUTIONS	<p>Anoka County is partnering with Hennepin, Chisago County, and Scott counties, and HCMC EMS to reduce the cost of having a mobile dispatch center. Through this partnership each agency will pay 1/5 of the cost of the servers and will be allotted 4 ports each for dispatch console positions.</p> <p>The cost of each dispatch console will be the responsibility of the user agency. We are recommending Anoka County purchase of two dispatch consoles that can be setup with mobile deployments.</p>
CONCLUSION	Consider approving \$82,666 for the purchase of two laptop radio console positions (\$70K) and 1/5th share in the cost of link operator servers (\$12,666) from Motorola
FUNDING	<ul style="list-style-type: none"><li>• CARES Act Funding - Local Government – Other Category</li></ul>



# ANOKA COUNTY BOARD CARES ACT

## ACTION ITEM

SEPTEMBER 22, 2020

Emergency Management – Building E  
Shared Critical Facility Improvements

ACTION REQUESTED	<p>The Anoka County Board is requested to consider approving the following for improvements to Building E, located at the Anoka County Fair Grounds:</p> <ul style="list-style-type: none"><li>• HVAC upgrade (heating and air) in an amount not to exceed \$100,000.</li><li>• Back Power – 48KW generator (natural gas) in an amount not to exceed \$30,000.</li><li>• Window replacement in an amount not to exceed \$18,000</li><li>• Automation improvement for FM&amp;C Monitoring not to exceed \$7,500.</li></ul>
BACKGROUND	<p>Use of Building E has dramatically increased, with Public Health moving its field-based operations equipment to the facility. Building E has become critical to ongoing operations with COVID-19. Without it the county would have a diminished overall logistics and storage of PPE, emergency food supply and support equipment for current and future COVID-19 or other Public Health Environmental Services and Emergency Management response. Facility will contain the bulk of Emergency Management and Public Health resources for preparedness, response and recovery operations. All vendors know that all work must be completed by November 30.</p>
SOLUTIONS	<p>Quotes for this project will be received on September 16, 2020, with an update being provided to the Board at the meeting. The overall cost is not expected to exceed \$155,500.</p> <p>The upgrades will provide critical climate control, backup power, and security for maintaining food, medical supplies, equipment, and personnel related to the current emergency.</p>
CONCLUSION	<p>The Anoka County Board is requested to consider approving the following for improvements to Building E, located at the Anoka County Fair Grounds:</p> <ul style="list-style-type: none"><li>• HVAC upgrade (heating and air) in an amount not to exceed \$100,000.</li><li>• Back Power – 48KW generator (natural gas) in an amount not to exceed \$30,000.</li><li>• Window replacement in an amount not to exceed \$18,000</li><li>• Automation improvement for FM&amp;C Monitoring not to exceed \$7,500.</li></ul>
FUNDING	<ul style="list-style-type: none"><li>• CARES Act Funding - Local Government – Facility Modification</li></ul>



# ANOKA COUNTY BOARD CARES ACT

## ACTION ITEM

SEPTEMBER 22, 2020

Information Technology

RightFax

ACTION REQUESTED	Request the County Board Consider approving the purchase of additional hardware, modules and related professional services from OpenText in the amount of \$25,162.80
BACKGROUND	<p>RightFax software provides the ability for users to send and receive faxes from their workstations. We currently have this product installed, but as a result of employees working from home due to the COVID-19 Health Pandemic, the need is greater than the existing capabilities of the software.</p> <p>Expanding the RightFax environment will extend faxing capabilities to remote users.</p>
SOLUTIONS	Anoka can leverage a minimal amount of work to our existing RightFax infrastructure to significantly expand services to additional users.
CONCLUSION	Request the County Board Consider approving the purchase of additional hardware, modules and related professional services from OpenText in the amount of \$25,162.80
FUNDING	<ul style="list-style-type: none"><li>• CARES Act Funding - Local Government – Telework Category</li></ul>



# ANOKA COUNTY BOARD CARES ACT

## ACTION ITEM

SEPTEMBER 22, 2020

HUMAN SERVICES

ACTION REQUESTED	<p>Recommend the County Board consider providing \$224,966 in relief to non-profits as designated below for service expansion to citizens of the County that have been affected by the COVID-19 Health Pandemic:</p> <table border="1" data-bbox="529 604 1422 1058"> <thead> <tr> <th>Non-Profit</th> <th>Amount</th> <th>Service Expansion</th> </tr> </thead> <tbody> <tr> <td>Dwelling House</td> <td>\$ 2,000</td> <td>School Support / Tutoring</td> </tr> <tr> <td>Judicare</td> <td>\$ 4,989</td> <td>Legal Assistance</td> </tr> <tr> <td>Mediation &amp; Restorative Services</td> <td>\$ 10,000</td> <td>Legal Assistance</td> </tr> <tr> <td>Hope 4 Youth</td> <td>\$ 22,355</td> <td>Youth Support</td> </tr> <tr> <td>NACE</td> <td>\$ 15,000</td> <td>Food Support for children</td> </tr> <tr> <td>SACA</td> <td>\$ 8,622</td> <td>Food Support / Delivery</td> </tr> <tr> <td>Salvation Army</td> <td>\$ 22,000</td> <td>Basic Needs for families</td> </tr> <tr> <td>Manna Market</td> <td>\$ 140,000</td> <td>Food Support</td> </tr> </tbody> </table>	Non-Profit	Amount	Service Expansion	Dwelling House	\$ 2,000	School Support / Tutoring	Judicare	\$ 4,989	Legal Assistance	Mediation & Restorative Services	\$ 10,000	Legal Assistance	Hope 4 Youth	\$ 22,355	Youth Support	NACE	\$ 15,000	Food Support for children	SACA	\$ 8,622	Food Support / Delivery	Salvation Army	\$ 22,000	Basic Needs for families	Manna Market	\$ 140,000	Food Support
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BACKGROUND	<p>The County has allocated up to \$3 million as a Safety Net to be used towards non-profit programming. This includes funding the expansion of services by non-profits to benefit the community due to impacts from the COVID-19 Health Pandemic.</p>																											
SOLUTIONS	<p>Provide funding from the CARES Act to help support the community due to the COVID-19 Health Pandemic.</p>																											
CONCLUSION	<p>Consider providing \$224,966 in relief to non-profits as designated above for service expansion to citizens of the County that have been affected by the COVID-19 Health Pandemic.</p>																											
FUNDING	<p>The qualifies for CARES Act Funding as part of the Safety Net – Non-Profit Programming Category.</p>																											

The Anoka County Board of Commissioners held a regularly scheduled board meeting in Room #705 of the Anoka County Government Center. All members of the board were present. However, due to the applicable Governor's Emergency Executive Orders, and a determination by the board chair that public attendance was not feasible due to the health pandemic, there were no members of the public in the board room where this meeting was held. Notice of this meeting included that monitoring of this meeting by the public could be done through audio streaming over the internet or by telephone. Public monitoring in this manner was done pursuant to Minn. Stat. § 13D.021.

## ANOKA COUNTY BOARD MEETING

### MINUTES

Government Center  
Anoka, Minnesota

September 8, 2020

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

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

Absent:	District #4	Mandy Meisner
---------	-------------	---------------

Others Present: Rhonda Sivarajah, County Administrator; Tony Palumbo, County Attorney; and staff

\*\*\*\*\*

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.

\*\*\*\*\*

Commissioner Look made motion accepting the regular claims paid over \$500 for the period ending August 28, 2020, and purchase-card claims paid for the period ending August 28, 2020. (Claims are on file in the County Administration Office.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried.

\*\*\*\*\*

Commissioner Braastad made motion approving the minutes from the August 25, 2020, Anoka County board meeting. Commissioner Gamache seconded the motion. Motion carried.

\*\*\*\*\*

Commissioner West presented the Management Committee report from the meeting of August 25, 2020. All items were of an informational nature and required no board action. (Report is on file in the County Administration Office.)

\*\*\*\*\*

The following items came forward on an additional agenda, as recommended by the Management Committee:

1. Commissioner Braastad made motion approving the following personnel transaction:

**New** Position - Administration/Emergency Management - effective October 10, 2020. Funding by Coronavirus Aid, Relief and Economic Security Act (CARES) for remainder of 2020, 50% Emergency

Management Performance Grant COVID-19 Supplemental (EMPG-S) funding and 50% county funding for 2021, and 100% county funding for 2022. PC#2020003367

1.0 FTE Emergency Management Coordinator - Grade C012, range \$23.28 to \$34.90 per hour.

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

2. Commissioner Look made motion approving a request from Emergency Communications to offer a salary for a Radio System Coordinator position, Grade C013, above the third quartile (PC#1992000751). Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

3. Commissioner West offered the following resolution and moved its adoption

**RESOLUTION #2020-105**

**A RESOLUTION APPROVING THE TENTATIVE AGREEMENT BETWEEN  
THE COUNTY OF ANOKA AND  
LAW ENFORCEMENT LABOR SERVICES, INC.  
REPRESENTING THE WORK RELEASE UNIT  
FOR THE CALENDAR YEAR 2020  
(CONTRACT #C0008150)**

WHEREAS, representatives of Anoka County and representatives of Law Enforcement Labor Services, Inc., representing the Work Release bargaining unit have negotiated a one-year labor agreement for the term January 1, 2020, through December 31, 2020; and,

WHEREAS, the attached document (Exhibit A) summarizes the substantive agreement between the parties:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve the tentative agreement and that the chief negotiator for the Anoka County Board is authorized and directed to prepare contract documents incorporating the tentative agreement and further, that upon receipt of the three original contracts for the group executed by the Union, the Anoka County Board Chair, County Administrator, Director of Employee Relations, labor negotiator, and other appropriate individuals be authorized and directed to execute the original contract.

(Exhibit A is on file in the County Administration Office.)

(Contract is on file in Employee Relations.)

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

\*\*\*\*\*

Commissioner Schulte presented the Transportation Committee report from the meeting of August 31, 2020.

**Highway**

1. Commissioners Schulte and West offered the following resolution and moved its adoption:

**RESOLUTION #2020-106**

**FOR AGREEMENT NO. 1036955  
WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR  
THE CONSTRUCTION OF THE NEW TRAFFIC CONTROL SIGNAL SYSTEM  
AT THE INTERSECTION OF TRUNK HIGHWAY NO. 610 AND  
COUNTY ROAD NO. 3 (COON RAPIDS BOULEVARD)  
WITHIN THE CITY OF COON RAPIDS  
(CONTRACT #C0008121)**

WHEREAS, Anoka County enters into MnDOT Agreement No. 1036955 with the State of Minnesota, Department of Transportation and the City of Coon Rapids for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the traffic control signal system, fiber interconnect, and ADA improvements construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 610 at County Road No. 3 (Coon Rapids Boulevard), Coon Rapids, MN, Anoka County, under State Project No. 0217-27 (T.H. 610=390).

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, authorizes and directs the chair of the Anoka County Board and the county administrator to execute the agreement and any amendments to the agreement with the Commissioner of Transportation and the City of Coon Rapids as provided for herein.

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded to the State Commissioner of Transportation.

(Contract is on file in the Highway Department.)

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

2. Commissioner West made motion approving awarding Contract #C0008126 to Forest Lake Contracting, Inc., for Anoka County Construction Project SAP 002-652-008, the installation of a traffic control signal system at the intersection of CSAH 52 (Radisson Road NE) and Xylite Street NE, and near-side signal heads and Flashing Yellow Arrow (FYA) improvements to the existing traffic control signal system at the intersection of Radisson Road NE and 101st Avenue NE in the city of Blaine, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

#### **Transit**

3. Commissioner Gamache made motion approving Amendment No. 3 to Contract #C0004434B, Agreement between Anoka County and the Metropolitan Council for operation of Anoka County Traveler Transit Link Dial-a-Ride service extending the contract through April 30, 2021, and retroactive to February 1, 2020, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried.

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Commissioner Braastad presented the Intergovernmental and Community Relations Committee Chair report. All items were of an informational nature and required no board action. (Report is on file in the County Administration Office.)

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Commissioner Gamache presented the Parks Committee report from the meeting of September 1, 2020. All items were of an informational nature and required no board action. (Report is on file in the County Administration Office.)

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#### **Coronavirus Aid, Relief and Economic Security Act (CARES) Items:**

1. Commissioner Braastad made motion ratifying changes to the Anoka Business and Nonprofit Grant Relief program application period and criteria as presented at the September 1, 2020, County Board Workshop. Commissioner Reinert seconded the motion. Motion carried.

#### **Local Government Category:**

2. Commissioner West made motion approving purchasing four UVC light disinfecting units from Skytron in the amount of \$154,748, plus any delivery costs, for COVID-19 disinfection and sanitization in the four county correctional facilities. Commissioner Reinert seconded the motion. Upon roll call vote, motion carried.
3. Commissioner Braastad made motion approving purchasing twelve additional Wi-Fi access points in the amount of \$20,745 (\$12,979 to CDW for hardware and \$7,766 to All State for cabling) to improve Wi-Fi coverage and capability on the Juvenile Center Campus in Lino Lakes to ensure residents and staff are safe from COVID-19 exposure during remote court hearings and family visits. Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.

4. Commissioner Gamache made motion approving purchasing two portable Full Matrix Changeable Message Trailers for the Transportation Division from Street Smart in the amount of \$38,708, plus any delivery fees, to allow flexibility in trailer placement for COVID-19 related activities. Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

5. Commissioner Reinert made motion approving the following for the county libraries to provide book lockers to pick up book holds to reduce capacity issues, allow vulnerable patrons to avoid entering the building, and extending service hours when buildings are closed:

- Purchase of \$209,802 for lockers with Smarte Carte, which includes installation and technology
- An amount not to exceed \$25,000 for internal reimbursement of virtual server space
- Contingency of \$16,000 for other unforeseen costs associated with the implementation

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

6. Commissioner West made motion approving purchasing COVID-19 barrier shields in the amount of \$9,977.28 from Laird Plastics for the county libraries to provide barriers between computers available to the public and at the reference desks. Commissioner Braastad seconded the motion. Upon roll call vote, motion carried.

7. Commissioner Braastad made motion approving purchasing COVID-19 barrier shields in an amount up to \$16,433 for the Economic Assistance Department Call Center from Alternative Business Furniture Inc., to extend the call center wall heights. Commissioner Gamache seconded the motion. Upon roll call vote, motion carried.

8. Commissioner Gamache made motion approving purchasing the following hardware and software in the amount of \$2,146,617 from Insight Public Sector for staff to remotely and securely provide effective information and services to the public:

- Server hardware and contingency (\$809,291)
- End user software (\$929,326)
- End user devices (\$408,000)

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

9. Commissioner Braastad made motion approving the following expenditures to expand the 911 Emergency Communications Center to allow for social distancing:

- \$657,689 for the purchase of a Voice Logger (NICE)
- \$604,413 for the purchase of a Voice Logger Redundancy & Radio Consoles (Motorola)
- \$ 95,435 for the purchase of Phone Positions (IES)
- \$ 85,000 for the purchase of Console Furniture (Xybix)
- \$ 16,693 for the purchase of Monitors/Desktop PC (Dell)
- \$ 4,576 for cabling services (All State)
- \$ 13,000 as a contingency for any unforeseen expenses

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

Safety Net Category

10. Commissioner Look made motion approving providing \$521,093.24 in relief to non-profits as designated below for service expansion to citizens of the county that have been affected by the COVID-19 Health Pandemic:

<b>Non-Profit</b>	<b>Amount</b>	<b>Service Expansion</b>
Alexandra House	\$ 35,775	Basic needs support
Impact Services	\$ 90,000	Meals on Wheels expansion
ACCAP	\$200,000	Rental assistance
Salvation Army	\$121,000	Rental assistance
Lee Carlson Center	\$ 16,400	Client assistance
North Sub Counseling	\$ 6,600	Telehealth services
RADIUS Health	\$ 8,000	Telehealth services
Touchstone Mental Health	\$ 7,400	Residential treatment services – client support

Centennial Community Network	\$ 3,000	Early childhood families support
Youth First	\$ 10,818	Distance / hybrid learning support
YMCA	\$ 22,100	Distance learning childcare support

Commissioner Reinert seconded the motion. Upon roll call vote, Commissioners Schulte, Gamache, Reinert, and Braastad voted “yes.” Commissioners Look and West abstained. Motion carried.

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The county board meeting was adjourned at 10:07 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