

ANOKA COUNTY BOARD AGENDA

FOR THE NOVEMBER 12, 2019, COUNTY BOARD MEETING

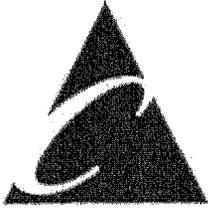
9:30 A.M.

County Board Room #705 - Government Center

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

District #1	Matt Look
District #2	Julie Braastad
District #3	Robyn West
District #4	Mandy Meisner
District #5	Mike Gamache
District #6	
District #7	Scott Schulte
- Others:
 4. Consider accepting the regular claims paid over \$500 for the period ending October 25, 2019, and purchase-card claims paid for the period ending October 25, 2019. **See attached** action item worksheet.
 5. Approval of minutes from the October 22, 2019, county board meeting.
 6. Chair's remarks.
 - A. Consider, for informational purposes, recognition of Brad Thiel for receiving the Outstanding Program Achievement Award from The Minnesota Family Support and Recovery Council.
 - B. Consider Resolution #2019-131, Proclaiming November As Adoption Awareness Month In Anoka County. **See attached** resolution.
 7. Committee reports.
 - A. Management Committee report.
 - B. Transportation Committee report.
 - C. Information Technology Committee report.
 - D. Parks Committee report.
 8. Committee appointments:
 - A. Consider reappointing the following individuals to the Library Board for three-year terms ending December 31, 2022:
 - (1) Linda Backlund, representing District #4, as recommended by Commissioner Meisner.
 - (2) Daniel Greensweig, representing District #6, as recommended by County Board Chair Schulte.
 - (3) Mark Lenz, representing District #7, as recommended by Commissioner Schulte.

See attached committee applications.



ANOKA COUNTY BOARD

ACTION ITEM

November 12, 2019

FINANCE & CENTRAL SERVICES

ACTION REQUESTED	Motion for acceptance of the regular claims paid over \$500 for the period ending October 25, 2019 and purchase-card claims paid for the period ending October 25, 2019.
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 #2019-131

**PROCLAIMING NOVEMBER AS ADOPTION AWARENESS
MONTH IN ANOKA COUNTY**

WHEREAS, all children need the love, support, and security of an adult committed to their well-being; and,

WHEREAS, many children waiting for adoption in Anoka County have complex needs because of past experiences of abuse and neglect; and,

WHEREAS, adoptive families need community as well as social service agency support; and,

WHEREAS, Anoka County believes every child deserves a family, and of the 51 children who are wards of the state in Anoka County, 11 of those children are still waiting to be matched with adoptive parents; and,

WHEREAS, Anoka County finalized the adoptions of 55 children in 2018; and,

WHEREAS, community education and recruitment activities result in identifying potential adoptive families; and,

WHEREAS, it has been demonstrated that parents can also be found through enhanced relative search efforts:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby proclaims the month of November as Adoption Awareness Month in Anoka County.

ANOKA COUNTY

MANAGEMENT COMMITTEE REPORT

FOR THE NOVEMBER 12, 2019, COUNTY BOARD MEETING

The Management Committee meeting was held on October 22, 2019, at 8:45 a.m. in Master Conference Room #772 of the Anoka County Government Center, Anoka, Minnesota.

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

Others – Commissioners Scott Schulte and Mandy Meisner; Steph Beito-Ziemer, Interim Employee Relations Director; Rhonda Sivarajah, County Administrator; Marcy Crain, Chief Deputy County Attorney; Cory Kampf, Finance and Central Services Division Manager; Cindy Cesare, Human Services Division Manager; Dylan Warkentin, Community Corrections Director; Maggie Snow, Library Director; Joe MacPherson, Assistant County Engineer; Wes Hovland, citizen; and Teresa Swoyer, Administrative Coordinator

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

Information Items

1. In accordance with the Personnel Rules and Regulations, and at the request and recommendation of the respective department heads, the Management Committee approved the consent items. **See attached** consent items.

2. The Management Committee approved the following personnel transactions:

A. Restructures (22) - Human Services/Community Corrections - effective October 22, 2019:

FROM: 1.0 FTE - Juvenile Detention Officers - Grade 1108, range \$18.93 to \$28.83 per hour.

TO: 1.0 FTE - Probation Officer Aides - Grade B010, range \$19.10 to \$28.93 per hour.

PC Numbers

1992000515	1997001803	2010002931
1992000520	1997001804	2010002932
1992000523	1997001805	2017003280
1992000526	1997001806	2017003281
1992000530	1997001807	2017003285
1994001800	1997001808	2017003286
1997001801	2010002929	
1997001802	2010002930	

3. Wes Hovland commented on the position restructures in the juvenile facilities.

ANOKA COUNTY

CONSENT ITEMS

FROM THE OCTOBER 22, 2019, MANAGEMENT COMMITTEE MEETING

1. Reclassifications as recommended by the Employee Relations director. **See attached** dated October 22, 2019.
2. Travel requests at the request and recommendation of the respective department heads in accordance with the Travel and Expense Policies:
 - A. Matt Look, County Commissioner - Administration - to attend Defined Contribution and Retirement Fall Advisory Committee Meeting - Columbus, OH - 2 days, November 2019 - costs to include \$150 lodging, \$92 per diem, \$366 air fare, and \$50 ground transportation. Lodging and per diem to be paid by NACo.
 - B. Cory Kampf, Division Manager - Finance and Central Services - to attend Government Finance Officers Association (GFOA) Treasury Management Best Practices - Chicago, IL 2 days, November 2019 - costs, which are 100% funded by GFOA, to include \$35 mileage, \$200 lodging, \$114 per diem, \$215 air fare, \$60 ground transportation, and \$60 parking.

**Employee Relations Department
Recommendations for Reclassification**

Incumbent	Present Title	Proposed Title	Present Grade Level	Approved Grade Level	Department	Effective Date
Jina Hanson	Library Shelver	Library Shelver	3	5	Library	10/26/2019
Mary Healy	Librarian II	Library Branch Manager	12	13	Library	10/26/2019
Olivia Hedlund	Librarian II	Library Branch Manager	12	13	Library	10/26/2019
Shannon Melham	Librarian II	Library Branch Manager	12	13	Library	10/26/2019
Mary Oliver	Librarian II	Library Branch Manager	12	13	Library	10/26/2019
Elizabeth Ripley	Librarian II	Library Branch Manager	12	13	Library	10/26/2019
Becky Walpole	Librarian II	Library Branch Manager	12	13	Library	10/26/2019

**TRANSPORTATION COMMITTEE REPORT
FOR THE NOVEMBER 12, 2019
COUNTY BOARD MEETING**

The Transportation Committee meeting was held on Monday, November 4, 2019 at 9:00 a.m. in Conference Room 772 at the Anoka County Government Center in Anoka, MN.

Committee Members Present: Commissioners Schulte, Braastad, Look, West
 Department Staff Present: Joe MacPherson, Meghan Mathson, Amy Honer, Jill Kent
 Others: Christine Carney, Asst County Attorney; Wes Volkenant, Andover Resident; KT Jacobs, Columbia Heights Resident

ACTION ITEMS

Highway

- *1. The committee recommends approval of Resolution #2019-TR27, a resolution authorizing the Anoka County to enter into a Local Road Improvement Program (LRIP) Agreement (#C0007540) with MnDOT for Project SAP 002-596-024, the reconstruction of Hornsby Street from 350 feet south of TH 97 to 1,500 feet north of TH 97, and from 1,100 feet east of I-35 to 2,600 feet east of I-35 in the City of Columbus; and authorizing the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.
- *2. The committee recommends approval of a Purchase of Service Contract (#C0007633) with HDR Engineering, in the amount of \$327,714.00, for the preliminary and final design services for Project SAP 002-607-026, the reconstruction of CSAH 7 (7th Avenue) between North Road and CSAH 116 (Bunker Lake Boulevard) in the City of Anoka; and further authorize the County Administrator to execute said agreement subject to review by the County Attorney as to form and legality.

INFORMATION ITEMS

Commute Solutions

- 3. The committee received and reviewed the Anoka County Transportation Management Organization (TMO) Commute Solutions activity and financial reports for July, August and September 2019.

Highway

- 4. The committee discussed a proposed amendment to Contract #C0006998 with SRF Consulting Group, in the amount of \$80,817.00, for consultant design services for Project SAP 002-652-008, the installation of a traffic control signal system at the intersection of CSAH 52 (Radisson Road N.E.) and Xylite St N.E., and advanced warning and flashing yellow arrow (FYA) improvements to the existing traffic control signal system at the intersection of Radisson Road N.E. and 101st Ave N.E. in the City of Blaine.
- 5. The committee reviewed Corridor Updates and Project Progress.

Transportation Committee Report for the
November 12, 2019 County Board Meeting
Page Two

6. The committee received comments from KT Jacobs, Columbia Heights Resident, regarding several recent accidents on Central Avenue and what can be done from a safety standpoint. The committee also received comments from Wes Volkenant, Andover Resident, regarding the above Transit report, and the ongoing projects on Hanson Boulevard.



ANOKA COUNTY BOARD ACTION ITEM

November 4, 2019

TRANSPORTATION DIVISION

ACTION REQUESTED	<p>Consider recommending for approval Resolution #2019-TR27, a resolution authorizing the Anoka County to enter into a Local Road Improvement Program (LRIP) Agreement (#C0007540) with MnDOT for Project SAP 002-596-024, the reconstruction of Hornsby Street from 350 feet south of TH 97 to 1,500 feet north of TH 97, and from 1,100 feet east of I-35 to 2,600 feet east of I-35 in the City of Columbus; and authorizing the County Administrator to execute said agreement, subject to review by the County Attorney as to form and legality.</p>
BACKGROUND	<p>Anoka County has been granted \$9,000,000 in LRIP Bond funds from the 2017 Legislative Session to fund the local roadway improvements associated with the TH 97 / I-35 Diverging Diamond Interchange (DDI) Improvement Project. Anoka County is requesting \$1,252,278.92 of said funds for construction and \$219,700.00 of said funds for construction engineering and administration associated with the Hornsby Street realignment project.</p> <p>A copy of the agreement and resolution are attached.</p>
PREVIOUS ACTION TAKEN	<p>08/19/2019 – authorization to enter into Cooperative Agreement with MnDOT and the City of Columbus 08/19/2019 – authorization to enter into JPA with the City of Columbus 09/03/2019 – authorization to award project to Forest Lake Contracting 09/16/2019 – authorization to enter construction administration contract with TKDA</p>
COMMENTS	
RECOMMENDATIONS	<p>Recommend Approval.</p> <p style="text-align: right;">Document is on file and available for review at: <input checked="" type="checkbox"/> County Highway Dept. <input type="checkbox"/> County Administration</p>

RESOLUTION #2019-TR27

**LRIP GRANTEE RESOLUTION APPROVING GRANT AGREEMENT
FOR AGREEMENT TO STATE TRANSPORTATION FUND
(LOCAL ROAD IMPROVEMENT PROGRAM BONDS)**

SAP 002-596-023

WHEREAS, Anoka County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of County State Aid Highway 23 (Lake Drive), County State Aid 54 (West Freeway Drive), and Hornsby Street in the City of Columbus; and,

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

WHEREAS, the amount of the grant has been determined to be \$9,000,000 by approval of the funding; and,

WHEREAS, Anoka County plans to use \$1,252,278.92 of said funds for construction and \$219,700.00 of said funds for construction engineering and administration for the Realignment of Hornsby Street in the City of Columbus; 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 to Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement, and any amendments thereto, with the Commissioner of Transportation concerning the above-reference grant.



ANOKA COUNTY BOARD ACTION ITEM

November 4, 2019

TRANSPORTATION DIVISION

ACTION REQUESTED	<i>Consider recommending approval of a Purchase of Service Contract (#C0007633) with HDR Engineering, in the amount of \$327,714.00, for the preliminary and final design services for Project SAP 002-607-026, the reconstruction of CSAH 7 (7th Avenue) between North Road and CSAH 116 (Bunker Lake Boulevard) in the City of Anoka; and further authorize the County Administrator to execute said agreement subject to review by the County Attorney as to form and legality.</i>
BACKGROUND	<p><i>In preparation for the forecasted additional traffic on the county roadway network expected during the US Hwy 10/169 Improvement Project that is scheduled to begin in 2022, Anoka County is completing several improvement projects over the course of the next two years. One of the projects includes the reconstruction of CSAH 7 (7th Avenue) between North Rd and CSAH 116 (Bunker Lake Boulevard) in the City of Anoka.</i></p> <p><i>The project proposes a variety of improvements to 7th Avenue including: a raised center median between North Road and Garfield Street, the addition of left-turn lanes on 7th Avenue at Grant Street, construction of a 5-lane section between Garfield Street and 38th Avenue, sidewalk and trail improvements, ADA enhancements, and the replacement of the existing traffic control signal system at 38th Avenue.</i></p> <p><i>To help deliver this fast-tracked project, we sent several consultants a Request for Proposals (RFP). The following is a cost summary of proposals we received:</i></p> <ul style="list-style-type: none"> <i>• HDR Engineering, Inc. - \$327,714</i> <i>• Kimley-Horn and Associates, Inc. - \$499,915</i> <i>• TKDA - \$613,010</i> <p><i>All three consultants are qualified to perform the requested services and have successfully completed projects for Anoka County in the past. County staff have reviewed the proposals and recommend awarding the contract to HDR.</i></p>
PREVIOUS ACTION TAKEN	<i>None</i>
COMMENTS	
RECOMMENDATIONS	<p><i>Approval</i></p> <div style="text-align: right;"> <p><i>Document is on file and available for review at:</i></p> <p><input checked="" type="checkbox"/> <i>County Highway Dept.</i></p> <p><input type="checkbox"/> <i>County Administration</i></p> </div>

ANOKA COUNTY

INFORMATION TECHNOLOGY COMMITTEE REPORT

FOR THE TUESDAY, NOVEMBER 12, 2019 COUNTY BOARD MEETING

The Information Technology Committee meeting was held on 21ST of October 2019 at 11:00 a.m., in Conference Room 772, Government Center, Anoka, Minnesota.

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

Absent: Commissioner Scott Schulte

Others Present – Rhonda Sivarajah, Susan Vreeland, Nan Martin, Kathryn Timm, Steph Beito-Ziemer, Christine Kappelhoff

***Action Items:**

1. None

Informational Items:

2. The Information Technology Committee considered, for informational purposes, an update on an RFP for the Human Resource Management System.

*Requires Board Action

PARKS COMMITTEE REPORT
FOR THE TUESDAY, NOVEMBER 12, 2019
COUNTY BOARD MEETING

The Parks Committee meeting was held on Tuesday, November 5 at the Bunker Hills Activities Center.

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

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

Others Present: Rhonda Sivarajah, County Administrator; Christine Carney, Assistant
County Attorney; Andrew Dykstra, Director – Facility Maintenance &
Construction; Jerry Covell, Construction Planning & Design Manager;
Laurie Elvig, Accountant; Tom Betti, 292 Group

Action Items:

1. The Committee recommends that the County Board approve Anoka County contract #C0007626 in the amount of \$15,438.00 for the FY 2020 Cross Country Ski Grant-In-Aid Agreement with the Minnesota Department of Natural Resources.
2. The Committee recommends that the County Board approve three Anoka County contracts for the FY 2020 Snowmobile Grant-In-Aid Agreements with the Minnesota Department of Natural Resources in the amounts of:
#C0007625 - \$24,417.03 Rice Creek Snowmobile Club
#C0007623 - \$20,540.23 Kiwi Snowmobile Club
#C0007624 - \$23,974.94 Rum River Snowmobile Club

Committee Action Items:

3. The Committee authorized the proposed 2020 fee adjustments for Chomonix Golf Course to be heard at the County Board Public Hearing on November 26, 2019.
4. The Committee authorized the proposed 2020 fee adjustments for park entry fees for veterans to be heard at the County Board Public Hearing on November 26, 2019.
5. The Committee authorized the Parks Department to proceed with researching options for removal of the residential structure at Rum River Central Regional Park.
6. The Committee reviewed and approved the schematic design for the Bunker Beach Wave Pool Replacement Project and recommended a presentation to the Finance Committee on November 20.
7. The Committee authorized the Parks Department to submit two No Child Left Inside grant applications to the Minnesota Department of Natural Resources.

Informational Items:

8. The Committee discussed the Lake George Dam/Rum River bank stabilization & Bunker Beach parking lot improvement projects.
9. The Committee was informed of the status of the Lake George pavilion rehabilitation projects.
10. The Committee was informed of the proposed 2020 Building Automation System (BAS) upgrade needs at various park buildings and inclusion into a Facilities Management and Construction Capital Improvement request.
11. The Committee was informed of contracts executed by the Parks Department since the last Committee meeting.
12. The Committee received the monthly Parks Department updates.

COUNTY BOARD ACTION ITEM 1 – AUTHORIZATION OF AGREEMENT WITH THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE CROSS-COUNTRY SKI GRANT-IN-AID PROGRAM

Parks Committee

Committee Date: November 5, 2019

County Board Date: November 12, 2019

Action Requested

To review and consider recommending to the County Board ratification of Anoka County contract #C0007626 for the FY 2020 Cross Country Ski Grant-In-Aid Agreement with the Minnesota Department of Natural Resources.

Previous Committee / County Board Action

July 2019: Resolution of Authorization – Snowmobile and Cross-Country Ski Trails Grant-In-Aid Program
October 2018: Authorization of 2019 Agreements – MN DNR Cross Country Ski Grant-In

Background / Analysis

Anoka County maintains and operates 30 miles of groomed cross-country ski trails at Bunker Hills Regional Park, Coon Rapids Dam Regional Park, Rum River Central Regional Park, and at the Rice Creek Chain of Lakes Park Reserve.

Over the past 32 years, the Parks Department has participated in the Minnesota DNR Cross-Country Ski Grant-In-Aid Maintenance and Grooming Grant Program. The program provides grant funding that subsidizes maintenance and grooming costs to operate Anoka County's cross-country ski trails.

Through the annual Cross-Country Ski-In-Aid Agreement, Anoka County agrees to ensure that cross-country ski trails are maintained in accordance with guidelines within the current Minnesota Cross-Country Ski Trails Assistance Program Maintenance and Grooming Manual. The amount of FY 2020 grant is \$15,438.00.

Conclusion / Recommendation

To recommend to the County Board approval of Anoka County contract #C0007626 for the FY 2020 Cross-Country Ski Grant-In-Aid Agreement with the Minnesota Department of Natural Resources.

Supporting Documents

Ski Trail Location Map

Lead Staff

Cory Hinz, Recreation Services Manager

COUNTY BOARD ACTION ITEM 2 – AUTHORIZATION OF THREE AGREEMENTS WITH THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE SNOWMOBILE GRANT-IN-AID PROGRAM

Parks Committee

Committee Date: November 5, 2019

County Board Date: November 12, 2019

Action Requested

To review and consider recommending to the County Board ratification of three Anoka County contracts (C0007623, C0007624, C0007625) for the FY 2020 Snowmobile Grant-In-Aid Agreements with the Minnesota Department of Natural Resources.

Previous Committee / County Board Action

July 2019: Resolution of Authorization – Snowmobile and Cross-Country Ski Trails Grant-In-Aid Program
October 2018: Authorization FY 2019 Agreements – MN DNR Snowmobile Grant-In-Aid

Background / Analysis

Over the past 32 years, the Parks Department has acted as the local sponsor (pass-through fiscal agent) for three snowmobile clubs in Anoka County that provide and maintain snowmobile trails. The three snowmobile clubs in Anoka County are Kiwi, Rum River, and Rice Creek.

Through the annual Snowmobile Grant Agreements, Anoka County agrees to ensure that the snowmobile clubs maintain the snowmobile trails in accordance with guidelines contained within the current Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Manual.

Conclusion / Recommendation

To recommend to the County Board approval of three Anoka County contracts (C0007623, C0007624, C0007625) for the FY 2020 Snowmobile Grant-In-Aid agreements with the Minnesota Department of Natural Resources.

Supporting Documents

Snowmobile Map

Lead Staff

Cory Hinz, Recreation Services Manager

Anoka County Committee Appointments Application

First Name	Linda
Last Name	Backlund
Date	10/2/2019
Address	
Phone	
Fax	
E-mail	
Business Name	
Business Address	
Business Phone	
Business Fax	
Business E-mail	
Board/Commission applying for:	Library Board
Your county commissioner:	District 4 - Mandy Meisner
Find your commissioner here:	<u>MN Pollfinder</u>
Personal background:	See previous application on file.
Experience relating to position:	Just completed second 3-year term on the Anoka County Library Board.
Describe why you are interested in the position:	I would like to continue my service to the Library Board for one more term.
For more information, contact Brenda Vetter at 763-324-4711 or <u>brenda.vetter@co.anoka.mn.us</u>	

Anoka County Committee Appointments Application

First Name	Daniel
Last Name	Greensweig
Date	10/1/2019
Address	
Phone	
Fax	
E-mail	
Business Name	
Business Address	
Business Phone	
Business Fax	
Business E-mail	
Board/Commission applying for:	Library Board
Your county commissioner:	District 6 - Rhonda Sivarajah
Find your commissioner here:	<u>MN Pollfinder</u>
Personal background:	wife and I are 28-year residents of Anoka County and our three sons are graduates of Centennial High School. I am a lawyer by training and formerly practiced municipal law with a private law firm. Since then, I have managed a division of the State Auditor's office, served as general counsel for the Minnesota Association of Townships, and am currently the Administrator of the League of Minnesota Cities Insurance Trust, which provides property/casualty and workers' compensation coverage to most Minnesota cities.
Experience relating to position:	I have been a member of the Anoka County Library Board since 2014. I was a councilmember for the city of Circle Pines

from 2005-2009 and a planning commissioner from 1995-2005. I have also served on a number of other boards, including the National League of Cities Mutual Insurance Company, the Workers' Compensation Reinsurance Association, Centennial Lakes Little League, and the Minnesota Board of Firefighter Education and Training, and am a United States Army veteran.

Describe why you are interested in the position:

I have very much enjoyed my time on the Library Board, as it allows me to combine my love for libraries with an opportunity to contribute to the community. The Library is well-positioned for the future and I would like the opportunity to continue to help it develop and implement plans that will keep it a valuable resource for the people of Anoka County. The Library Board and the County Board have developed a very positive relationship and maintaining that will serve our residents well.

For more information, contact Brenda Vetter at 763-324-4711 or brenda.vetter@co.anoka.mn.us

Anoka County Committee Appointments Application

First Name	Mark
Last Name	Lenz
Date	11/5/2019
Address	
Phone	
Fax	
E-mail	
Business N	
Business A	
Business P	
Business F	
Business E-	
Board/Commission applying for:	Library Board
Your county commissioner:	District 7 - Scott Schulte
Find your commissioner here:	<u>MN Pollfinder</u>
Personal background:	I have been on the Library Board since March 2017 and for the past two years have served as its President. I have lived in Anoka County since 1980 and raised three children in Coon Rapids. I have a BA from the University of MN, and a MA from Mankato State. I worked in local government administration in three cities and for the past 20+years have been an insurance broker who has specialized in local government.
Experience relating to position:	My education, prior and present work has given me opportunities to work with local government staff and boards on a regular basis. I have served my church on a variety of boards. I have been on regional and state boards for the

insurance industry, and have a good understanding of local government budgetary processes and how board's function.

Describe why you are interested in the position:

I would like to continue to serve the county to address the ever changing residents' information needs. Libraries are going through a metamorphosis with the evolution of electronic informational sources and I would like to participate in that process.

For more information, contact Brenda Vetter at 763-324-4711 or brenda.vetter@co.anoka.mn.us

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ANOKA COUNTY BOARD MEETING

MINUTES

Government Center
Anoka, Minnesota

October 22, 2019

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

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

Others Present: Rhonda Sivarajah, County Administrator; Tony Palumbo, County Attorney; staff, other governmental officials, and citizens

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

Commissioner West made motion accepting the regular claims paid over \$500 for the period ending October 14, 2019, and purchase-card claims paid for the period ending October 11, 2019. Commissioner Look seconded the motion. Upon roll call vote, motion carried unanimously.

Commissioner Braastad made motion approving the minutes from the October 8, 2019, Anoka County board meeting. Commissioner Meisner seconded the motion. Motion carried unanimously.

Chair Schulte recognized Minnesota House Representative Peggy Scott who was in attendance.

Law Library Director John Murphy was recognized for receiving an Unsung Legal Hero Award. The Honorable Kristin Larson, Anoka County Tenth Judicial District Judge, presented information relating to the Law Library and a summary of John's accomplishments.

Chair Schulte recognized Linwood Township Supervisor Ed Kramer who was in attendance.

Continuous Improvement Manager Mike Roff, Social Worker Eileen Waterman, and Probation Officer Darin McGowan reported on the Anoka County Cultural Day Celebration. They thanked other committee members and county staff for their assistance with the event.

Commissioner West presented the Management Committee report from the meeting of October 8, 2019. All items were of an informational nature and required no board action. (Report is on file in the County Administration Office.)

* * * * *

Commissioner Schulte presented the Transportation Committee report from the meeting of October 14, 2019.

Highway

1. Commissioner Look made motion entering into Contract #C0007579, a License Agreement with Linwood Township to allow the installation of an electronic message display sign in front of the town hall, and authorizing the chair of the county board and the county administrator to execute said agreement, subject to review by the county attorney as to form and legality. (Contract is on file in the Highway Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

Transit

2. Commissioner Braastad made motion approving Contract #C0007584 (MnDOT Contract #1032742), which supports funding for a Section 5310 Transit Coordination Assistance Project (TCAP) grant to study Transportation Services for enhanced mobility of seniors and individuals with disabilities in the amount of \$120,000, subject to review by the county attorney as to form and legality. The total amount of the grant is \$150,000, which includes a local match of \$30,000. (Contract is on file in the Highway Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

* * * * *

Commissioner Look presented the Finance and Capital Improvements Committee report from the meeting of October 15, 2019.

1. Commissioners Meisner and Gamache offered the following resolution and moved its adoption:

RESOLUTION #2019-127

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN
REFUNDING BONDS, SERIES 2020A, IN THE PROPOSED
AGGREGATE PRINCIPAL AMOUNT OF \$10,690,000**

BE IT RESOLVED by the Board of Commissioners (the "Board") of Anoka County, Minnesota (the "County") as follows:

1. Findings; Amount and Purpose.
 - (a) The County is authorized by Minnesota Statutes, Chapter 475, as amended, including Minnesota Statutes, Section 475.67, subdivision 3 (collectively, the "Act"), to issue and sell its general obligation bonds to refund obligations and the interest thereon before the due date of the obligations, if consistent with covenants made with the holders thereof, when determined by the Board to be necessary or desirable for the reduction of debt service cost to the County or for the extension or adjustment of maturities in relation to the resources available for their payment.
 - (b) Section 475.67, subdivision 4 of the Act permits the sale of refunding obligations during the six-month period prior to the date on which the obligations to be refunded may be called for redemption.
 - (c) It is necessary and desirable, for the reduction of debt service cost to the County, that the County issue its General Obligation Capital Improvement Plan Refunding Bonds, Series 2020A (the "Bonds"), in the proposed aggregate principal amount of \$10,690,000, pursuant to the Act to refund certain outstanding general obligation bonds of the County and pay the costs of issuing the Bonds. The principal of and interest on the Bonds will be paid from ad valorem property taxes.

(d) The outstanding general obligation bonds of the County to be refunded consist of (collectively, the “Refunded Bonds”): (i) the February 1, 2021, through February 1, 2027, maturities of the County’s General Obligation Bonds, Series 2011A, dated September 29, 2011, (the “Series 2011A Bonds”), originally issued in the aggregate principal amount of \$8,975,000; and (ii) the February 1, 2021, through February 1, 2027, maturities of the County’s General Obligation Capital Improvement Plan Bonds, Series 2012A, dated February 23, 2012, (the “Series 2012A Bonds”), originally issued in the aggregate principal amount of \$13,880,000. The County applied the proceeds of the Series 2011A Bonds to finance the acquisition of certain capital equipment and various capital improvement projects identified in a five-year capital improvement plan of the County for the years 2011-2015 (the “2011 Projects”). The County applied the proceeds of the Series 2012A Bonds to finance various capital improvement projects identified in a five-year capital improvement plan of the County for the years 2012-2016 (the “2012 Projects”).

2. Sale of Bonds.

(a) To provide money to refund the Refunded Bonds, and thereby refinance the 2011 Projects and the 2012 Projects, the County will therefore issue and sell the Bonds, in the proposed aggregate principal amount of \$10,690,000 pursuant to the Act. The amount of the Bonds is subject to adjustment and will be issued, sold, and delivered in accordance with the Terms of Proposal attached hereto as EXHIBIT A (the “Terms of Proposal”).

(b) The County is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the County has retained an independent municipal advisor in connection with such sale. The actions of the County staff and the County’s municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all respects.

3. Authority of Municipal Advisor. Baker Tilly Municipal Advisors, municipal advisor to the County, is authorized and directed to negotiate the sale of the Bonds in accordance with the Terms of Proposal. The Board will meet at 9:30 A.M. on Friday, December 6, 2019, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

4. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the County, is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the County are hereby authorized to assist Kennedy & Graven, Chartered in the preparation of such documents, certificates, and instruments.

5. Covenants. In the resolution awarding the sale of the Bonds, the Board will set forth the covenants and undertakings required by the Act.

6. Official Statement. In connection with the sale of the Bonds, the officers or employees of the County are authorized and directed to cooperate with Baker Tilly Municipal Advisors and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the County upon its completion.

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

* * * * *

Commissioner Look presented the Finance and Capital Improvements Committee Chair report.

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

RESOLUTION #2019-128

RESOLUTION APPROVING THE PLEDGE OF THE GENERAL OBLIGATION OF ANOKA COUNTY, MINNESOTA TO THE PAYMENT OF THE HOUSING DEVELOPMENT REVENUE REFUNDING BONDS (ANOKA COUNTY, MINNESOTA GENERAL OBLIGATION), SERIES 2019A, TO BE ISSUED BY THE ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY; AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS IN CONNECTION THEREWITH

WHEREAS, pursuant to Minnesota Statutes, Sections 469.001 through 469.047, as amended, and Minnesota Statutes, Chapter 475, as amended (collectively, the “Act”), the Anoka County Housing and Redevelopment Authority, a public body corporate and politic organized under the laws of the

State of Minnesota (the “Issuer”), is authorized to undertake housing development projects and to acquire and construct multifamily rental housing for the purpose of providing housing for elderly persons and for persons and families of low and moderate income and to issue general obligation bonds to finance or refinance such qualified housing development projects; and,

WHEREAS, pursuant to Section 469.034, subdivision 2 of the Act, the Issuer is authorized to issue bonds and pledge the full faith and credit of Anoka County, Minnesota (the “County”) to finance and refinance a qualified housing development project; and,

WHEREAS, the Issuer previously issued its: (i) Housing Development Bonds (Anoka County, Minnesota General Obligation), Series 2009A (the “Series 2009A Bonds”), in the aggregate principal amount of \$3,200,000 on February 25, 2009; and (ii) Housing Development Refunding Bonds (Anoka County, Minnesota General Obligation), Series 2011A (the “Series 2011A Bonds”), in the aggregate principal amount of \$8,920,000 on October 27, 2011; and,

WHEREAS, the Series 2009A Bonds were issued for the purpose of refunding the following obligations: (i) the Housing Development Bonds (City of Ramsey Unlimited Tax General Obligation – Senior Housing Project), Series 1998A (the “Series 1998A Bonds”), issued by the Issuer in the aggregate principal of \$3,000,000; and (ii) the General Obligation Tax Increment Bonds, Series 1999A Bonds (the “Series 1999A Bonds”), issued by the City of Ramsey, Minnesota (the “City of Ramsey”) in the aggregate principal amount of \$1,195,000; and,

WHEREAS, the Series 1998A Bonds and the Series 1999A Bonds financed the acquisition and construction of a 50-unit multifamily housing project for low and moderate income elderly tenants located in the City of Ramsey (the “Ramsey Project”); and,

WHEREAS, the Series 2011A Bonds were issued for the purpose of refunding the following obligations of the Issuer: (i) the Housing Development Revenue Bonds, Series 1997B (City of Centerville Unlimited Tax General Obligation (the “Series 1997B Bonds”), in the aggregate principal amount of \$1,290,000; and (ii) Housing Development Refunding Bonds (Anoka County, Minnesota General Obligation), Series 2004A (the “Series 2004A Bonds”), in the aggregate principal amount of \$10,380,000; and,

WHEREAS, the Series 1997B Bonds financed the acquisition and construction of a 16-unit multifamily housing project for low and moderate income elderly tenants located on a site in the City of Centerville, Minnesota (the “Centerville Site”) (the “Centerville Phase I Project”); and

WHEREAS, the Series 2004A Bonds financed: (i) the advance refunding of the Series 1997B Bonds and (ii) the acquisition and construction of a 31-unit multifamily housing project for low and moderate income elderly tenants on the Centerville Site (the “Centerville Phase II Project”) and the acquisition and construction of a 52-unit multifamily housing project for low and moderate income elderly tenants located in the City of Oak Grove, Minnesota (the “Oak Grove Project”); and,

WHEREAS, pursuant to resolutions adopted by the Board of Commissioners of the County on May 27, 2008, and September 28, 2010, the County approved the issuance by the Issuer of the Series 2009A Bonds and the Series 2011A, and pledged its general obligation to the payment of the Series 2009A Bonds and the Series 2011A Bonds, respectively; and,

WHEREAS, the Issuer is now proposing to issue its Housing Development Revenue Refunding Bonds (Anoka County, Minnesota General Obligation), Series 2019A (the “Bonds”) in an aggregate principal amount of \$8,870,000, for the purpose of refunding the Series 2009A Bonds and the Series 2011A Bonds and thereby refinance the Ramsey Project, the Centerville Phase I Project, the Centerville Phase II Project, and the Oak Grove Project (collectively, the “Project”), in order to lower debt service costs; and,

WHEREAS, the Project constitutes a “qualified housing development project” as defined at Minnesota Statutes, Section 469.034, Subdivision 2, which includes a housing development project providing housing for the elderly and for persons and families of low and moderate income; and,

WHEREAS, the County desires to extend its support to the Project by pledging its general obligation to the Bonds pursuant to Section 469.034 of the Act; and,

WHEREAS, in accordance with Section 469.034, subdivision 2(f) of the Act, the Issuer is authorized to accept the County’s general obligation for the payment of bonds without a finding of the adequacy of pledged revenues and neither the Issuer nor the County are required to conduct public hearings in the case of the issuance of bonds to refund bonds issued under Section 469.034, subdivision 2 of the Act; and,

WHEREAS, in order to pledge the general obligation of the County, the Board of Commissioners of the County must approve the principal amount of the Bonds to be issued by the Issuer in accordance with Section 469.034, subdivision 2(b) of the Act; and,

WHEREAS, there has been presented before this Board of Commissioners a form of Continuing Disclosure Certificate (the "Continuing Disclosure Certificate") proposed to be executed by the Issuer and the County:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Anoka County, Minnesota as follows:

1. That the County hereby finds, determines and declares that the refinancing and operation by the Issuer of the Project in the County is in the best interest of the County and its residents.
2. That the County hereby approves the issuance of the Bonds by the Issuer in the proposed aggregate principal of \$8,870,000, to which Bonds, and the payment of principal of and interest thereon, the Issuer will pledge the County's general obligation, being its full faith and credit and taxing power, as authorized by Section 469.034, Subdivision 2 of the Act.
3. That such approval is subject to the condition that the true interest cost of the Bonds shall not be greater than 2.75%.
4. That the sum of the principal amount of the Bonds, plus the outstanding principal amount of bonds issued pursuant to Section 469.034, subdivision 2 of the Act to which the County's full faith and credit has been pledged does not exceed the greater of (a) one-half of one percent of the estimated market value of the County; or (b) \$5,000,000. In calculating the limit under clause (a), the outstanding general obligation bonds issued pursuant to Section 469.034, subdivision 2 of the Act of all the cities in the County are added.
5. That the County hereby approves the use of the proceeds of the Bonds to refinance the Project.
6. That in connection with the issuance of the Bonds by the Issuer, the chair of the Board of Commissioners of the County (the "Chair") and county administrator, or their designees, are hereby authorized to execute and deliver on behalf of the County, the Continuing Disclosure Certificate substantially in the form on file with the county administrator on the date hereof, which is hereby approved, with such variations as shall be approved by the Chair and the county administrator, and execution by the Chair and county administrator shall be conclusive evidence of such approval.
7. That upon the advice of the County Attorney, the Chair and county administrator, or their designees, are hereby authorized to execute such additional documents and certificates as are deemed by bond counsel to be necessary or advisable in connection with the issuance of the Bonds by the Issuer.
8. That the County hereby consents to the distribution of a Preliminary Official Statement, as supplemented by an addendum or a Final Official Statement (collectively, the "Official Statement"), to be prepared by Ehlers & Associates Inc., municipal advisor to the Issuer, and its use by the purchaser of the Bonds in connection with the sale of the Bonds. The Official Statement is the sole document consented to by the County for use in connection with the offer and sale of the Bonds.

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

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The following came forward on an additional agenda:

Commissioner Look presented the Finance and Capital Improvements Committee Chair Report #2.

1. Commissioner Braastad made motion authorizing the issuance of a purchase order with Ziegler CAT for a base cost of \$421,979 with Alternate #1 for power feeders of \$79,308 for a total amount not to exceed \$501,297 for the acquisition of a generator for the Anoka County Sheriff's Office. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

* * * * *

Commissioner Braastad presented the Human Services Committee report from the meeting of October 15, 2019, which also acts as the Local Social Services Agency and Health Board.

CONSENT

1. Commissioner Braastad made motion approving the following:
 - A. Economic Assistance
 - (1) Approving the 2020 - 2021 Anoka County Minnesota Family Investment Program (MFIP) Biennial Service Agreement for submittal to the Minnesota Department of Human Services.

Commissioner Meisner seconded the motion. Motion carried unanimously.

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PUBLIC HEALTH AND ENVIRONMENTAL SERVICES

2. Commissioner Look made motion entering into the following contracts for 2020 Municipal Residential Recycling Program funding from SCORE (Select Committee on Recycling and the Environment) and LRDG (Local Recycling Development Grant), subject to review by the county attorney as to form and legality:
 - A. Contract #C0007426 with the City of Andover in an amount of \$113,300
 - B. Contract #C0007429 with the City of Blaine in an amount of \$176,633
 - C. Contract #C0007432 with the City of Columbia Heights in an amount of \$103,695
 - D. Contract #C0007434 with the City of Coon Rapids in an amount of \$215,436
 - E. Contract #C0007436 with the City of Fridley in an amount of \$126,970

(Contracts are on file in the Human Services Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

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COMMUNITY CORRECTIONS

3. Commissioner Braastad made motion entering into Contract #C0007568 (renewal) with General Security Services Corporation (GSSC) for office-of-the-day services in a maximum amount of \$226,014 (+2%) from December 1, 2019, through November 30, 2020, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

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SOCIAL SERVICES

4. Commissioner Braastad made motion accepting Contract #C0007082, amendment to Minnesota Housing Grant, in an amount of \$906,514 for Family Homeless Prevention and Assistance Program services through September 30, 2021, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
5. Commissioner Braastad made motion entering into Contract #C0007296, Amendment I with The Salvation Army in an amount of \$620,446 for Family Homeless Prevention and Assistance Program services through September 30, 2021, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Department.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.
6. Commissioner Braastad made motion entering into Contract #C0007297, Amendment I with Emma B. Howe YMCA in an amount of \$258,082 for Family Homeless Prevention and Assistance Program services through September 30, 2021, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

* * * * *

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

RESOLUTION #2019-129

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 September 2019: Medical Assistance and General Assistance medical payments in the amount of \$273,685.25 set forth in the Monthly Economic Assistance Actions and Payments Authorization document on file in Human Services Administration.

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

Commissioner Braastad presented the Public Safety Committee report from the meeting of October 15, 2019.

Sheriff

1. Commissioner Braastad made motion approving and executing Contract #C0007450, the 2020 Law Enforcement contract with the City of Oak Grove in the amount of \$640,065 with a term of January 1, 2020, through December 31, 2020, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Commissioner Gamache seconded the motion. Upon roll call vote, Commissioners Schulte, Meisner, Gamache, Braastad, and West voted "yes." Commissioner Look voted "no." Motion carried.
2. Commissioner West made motion accepting and executing Contract #C0007577, the DNA Capacity Enhancement for Backlog Reduction Program Grant between the Office of Justice Programs and the County of Anoka with a total obligation by the Department of Justice not to exceed \$145,224, with an effective date of January 1, 2020, through December 31, 2021, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff's Office.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

Commissioner Schulte offered the following resolution and moved its adoption:

RESOLUTION #2019-130

**RESOLUTION RELATING TO THE APPOINTMENT OF
JOE J. MACPHERSON AS COUNTY HIGHWAY ENGINEER**

WHEREAS, Joe J. MacPherson has served as Anoka County's assistant county engineer since October 31, 2016; and,

WHEREAS, Joe J. MacPherson is a registered civil engineer under the laws of the state of Minnesota; and,

WHEREAS, during his tenure with Anoka County, Joe J. MacPherson has distinguished himself by his thoroughness, his professionalism, and his commitment to the transportation needs of the county; and,

WHEREAS, pursuant to Minn. Stat. § 163.07, subs. 1 and 2, the county board is required to appoint and employ a county highway engineer to provide for the services and oversight provided for in Minn. Stat. § 163.07; and,

WHEREAS, Doug Fischer has resigned his position as Anoka County Highway Engineer effective October 22, 2019:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby appoints Joe J. MacPherson as Anoka County Engineer for a four-year term, effective October 22, 2019.

Commissioners Look, Braastad, West, Schulte, and Gamache voted "yes." Commissioner Meisner voted "no." Motion carried. Resolution declared adopted.

Committee appointments:

1. Commissioner Look made motion approving the following:
 - A. Appointing Steven Knutson (Community Agency Representative) to the Anoka County Children and Family Council for a three-year term ending September 30, 2022.
 - B. Reappointing Dr. Roger Worner, representing Education, and Judge Spencer Sokolowski, Member-at-Large, to the Community Corrections Advisory Board for two-year terms ending October 2021.
 - C. Reappointing Craig Malm, representing Mercy/Unity Hospitals, and Patricia Olson, representing Community Agency, to the Community Health Advisory Committee for three-year terms ending December 31, 2022.

Commissioner Gamache seconded the motion. Motion carried unanimously.

The county board meeting was adjourned at 10:33 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.

