

ANOKA COUNTY SPECIAL BOARD MEETING

MINUTES

Bunker Hills Activities Center
Andover, Minnesota

July 23, 2020

Chair Schulte called the special meeting to order at 1:15 p.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	Jeff Reinert
	District #7	Scott Schulte

Others Present: Rhonda Sivarajah, County Administrator; Bryan Frantz, Civil Division Chief Attorney; staff, and citizens

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

Division Manager Cory Kamp presented, for informational purposes, information on the CARES Act funding process. (Presentation is on file in Administration and is available on the Anoka County Website.)

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Commissioner Gamache offered the following resolution and moved its adoption:

RESOLUTION #2020-88

RESOLUTION ACCEPTING CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT FUNDS (KNOWN AS CARES ACT FUNDS) THROUGH THE STATE OF MINNESOTA AND CERTIFYING THAT ANOKA COUNTY WILL HONOR ALL COMMITMENTS AND MAINTAIN REQUIRED INFORMATION AND DOCUMENTATION

WHEREAS, as a result of the COVID-19 pandemic outbreak in the state of Minnesota and in Anoka County; the residents, businesses, and government have suffered and continue to experience significant impacts as a direct result of the pandemic outbreak and the actions required to respond to and mitigate these impacts; and,

WHEREAS, the President of the United States declared a national emergency on March 13, 2020, to exist as a result of COVID-19; and,

WHEREAS, on March 13, 2020, the Governor of the State of Minnesota declared a state of peacetime emergency to exist in Minnesota as a result of COVID-19; and,

WHEREAS, the Chair of the Anoka County Board of Commissioners signed a Declaration of Local Emergency in Anoka County on March 16, 2020, which was ratified and consented to by the Anoka County Board of Commissioners on March 17, 2020; and,

WHEREAS, on March 31, 2020, the Anoka County Board of Commissioners adopted Resolution #2020-41, Consenting to Continue the Local State of Emergency Declared March 16, 2020, to continue in effect until such time as the County Administrator, acting on the advice of the Director of Emergency Management, and the Director of Anoka County Public Health, notifies the Chair of the Board that the State of Emergency is no longer warranted; and,

WHEREAS, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and,

WHEREAS, the CARES Act included \$339.8 billion in relief funds for the COVID-19 pandemic in the United States dedicated for State and Local Governments; and,

WHEREAS, on June 25, 2020, the Governor of the State of Minnesota, by Executive Order under the current emergency, allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capita basis; and,

WHEREAS, Anoka County has received \$43,399,327 in a CARES Act funding allocation:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners accepts the CARES Act funding distribution of \$43,399,327, through the State of Minnesota, certifying that they will honor the commitments as outlined within the Certification and adhere to the Federal Single Audit guidelines as well as guidelines listed under the CARES Act and Social Security Act Section 601.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners authorizes the Anoka County Administrator to develop a process for honoring the commitments to the State of Minnesota and allocating the CARES Act Funds into three broad categories: Local Government, Safety Net, and Economic Recovery. Initial allocations into each category shall be established by resolution, with the ability to adjust the allocations across the categories as needed by further resolution.

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

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Commissioner Look offered the following resolution and moved its adoption:

RESOLUTION #2020-89

**RESOLUTION ALLOCATING CORONAVIRUS AID, RELIEF, AND
ECONOMIC SECURITY ACT FUNDS (KNOWN AS CARES ACT FUNDS)
TO ECONOMIC RECOVERY ACTIVITIES**

WHEREAS, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and,

WHEREAS, the CARES Act included \$339.8 billion in relief funds for the COVID-19 pandemic in the United States dedicated for State and Local Governments; and,

WHEREAS, on June 25, 2020, the Governor of the State of Minnesota, by Executive Order under the current emergency, allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capita basis; and,

WHEREAS, Anoka County has received \$43,399,327 in a CARES Act funding allocation; and,

WHEREAS, on July 14, 2020, the Anoka County Board of Commissioners delegated authority to Commissioners Schulte and Braastad to enter into and sign an agreement with a qualified vendor for purposes of administration and oversight of the Business Relief Grant Program, to be established by the Anoka County Board of Commissioners pursuant to CARES Act funding criteria, subject to final approval as to form and execution by the Anoka County Attorney's Office; and,

WHEREAS, on July 23, 2020, Anoka County adopted a resolution accepting the CARES Act Funds through the State of Minnesota and established allocations into three broad categories: Local Government, Safety Net, and Economic Recovery; and,

WHEREAS, the CARES Act allows local governmental units to provide grants to small businesses that meet legal requirements to provide assistance to defray the costs of business or service interruptions incurred by required closures, those businesses that voluntarily closed to promote social distancing measures, or businesses that are affected by decreased customer and service demand as a result of the COVID-19 public health emergency:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners allocates \$5,200,000 of CARES Act Funds to the category of Economic Recovery to be utilized as follows:

- Business Relief Grant Program \$5,000,000
- Administration Costs \$ 200,000

Adjustments to the allocations between categories may be made by resolution at future county board meetings.

Motion carried unanimously. Resolution declared adopted.

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Commissioner West offered the following resolution and moved its adoption:

RESOLUTION #2020-90

**RESOLUTION ALLOCATING CORONAVIRUS AID, RELIEF, AND
ECONOMIC SECURITY ACT FUNDS (KNOWN AS CARES ACT FUNDS)
FOR SAFETY NET ACTIVITIES**

WHEREAS, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and,

WHEREAS, the CARES Act included \$339.8 billion in relief funds for the COVID-19 pandemic in the United States dedicated for State and Local Governments; and,

WHEREAS, on June 25, 2020, the Governor of the State of Minnesota, by Executive Order under the current emergency, allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capita basis; and,

WHEREAS, Anoka County has received \$43,399,327 in a CARES Act funding allocation; and,

WHEREAS, on July 14, 2020, the Anoka County Board of Commissioners delegated authority to Commissioners Schulte and Braastad to enter into and sign an agreement with a qualified vendor for purposes of administration and oversight of the Non-Profit Relief Grant Program, to be established by the Anoka County Board of Commissioners pursuant to CARES Act funding criteria, subject to final approval as to form and execution by the Anoka County Attorney's Office; and,

WHEREAS, on July 23, 2020, Anoka County adopted a resolution accepting the CARES Act Funds through the State of Minnesota and established allocations into three broad categories: Local Government, Safety Net, and Economic Recovery; and,

WHEREAS, the CARES Act authorizes local government units to provide financial assistance to non-profit organizations that provide assistance to individuals impacted as a result of the COVID-19 public health emergency:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners allocates \$5,500,000 of CARES Act Funds under the category of Safety Net to be utilized as follows:

- General assistance for non-profit organizations \$1,000,000
- Economic security \$1,500,000
- Non-profit programming \$3,000,000
 - To include but not be limited to:
 - Senior Services
 - Domestic Violence
 - Mental Health
 - Substance Use Disorders

Adjustments to the allocations between categories may be made by resolution at future county board meetings.

Motion carried unanimously. Resolution declared adopted.

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Commissioner Braastad offered the following resolution and moved its adoption:

RESOLUTION #2020-91

**RESOLUTION ALLOCATING CORONAVIRUS AID, RELIEF, AND
ECONOMIC SECURITY ACT FUNDS (KNOWN AS CARES ACT FUNDS)
TO LOCAL GOVERNMENT ACTIVITIES**

WHEREAS, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and,

WHEREAS, the CARES Act included \$339.8 billion in relief funds for the COVID-19 pandemic in the United States dedicated for State and Local Governments; and,

WHEREAS, on June 25, 2020, the Governor of the State of Minnesota by Executive Order under the current emergency allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capita basis; and,

WHEREAS, Anoka County has received \$43,399,327 in a CARES Act funding allocation; and,

WHEREAS, on July 23, 2020, Anoka County adopted a resolution accepting the CARES Act Funds through the State of Minnesota and established allocations into three broad categories: Local Government, Safety Net, and Economic Recovery; and,

WHEREAS, the CARES Act allows local governmental units to reimburse themselves for costs that were not included in the most recent budget that was adopted or that were budgeted but have been incurred for a substantially different use from what was intended as a result of the COVID-19 public health emergency; and,

WHEREAS, the CARES Act presumes for administrative convenience that total payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency:

NOW, THEREFORE, BE IT RESOLVED, that the Anoka County Board of Commissioners allocates \$32,699,327 of CARES Act Funds under the category of Local Government to be utilized as follows:

- Reimburse County Staff Costs \$21,699,327
- Facility Modifications \$ 2,100,000
- Telework Support \$ 1,600,000
- 2020 Elections \$ 300,000
- Other Costs \$ 3,000,000
- Public Health Services \$ 4,000,000

Adjustments to the allocations between categories may be made by resolution at future county board meetings.

Motion carried unanimously. Resolution declared adopted.

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Local Government - Other

1. Commissioner Look made motion approving the purchase of three (3) additional fleet one-ton trucks for the Transportation Division from Ryan Auto Mall Chevrolet Service, 911 Hwy 55, Buffalo, MN 55313, in the amount of \$149,117 plus tax and license costs. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

Local Government - Telework Support

2. Commissioner Gamache made motion approving the purchase of room kit infrastructure from Marco Technologies, LLC, 510 Heatherwood Road, St. Cloud, MN 56301, for a total not to exceed \$258,671.16. Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

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The following item came forward on an additional agenda:

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

Local Government - Telework Support

1. Commissioner Gamache made motion approving Contract #C0008052 with DocuSign, Inc., 221 Main Street, Suite 1000, San Francisco, CA 94105, in the amount of \$423,526.20 with a change order of \$42,352.62 to acquire an enterprise electronic signature platform, subject to review by the county attorney as to form and legality. (Contract is on file in the Information Technology Department.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.

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The county board meeting was adjourned at 2:28 p.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.