

*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 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

July 28, 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 #4	Mandy Meisner
	District #5	Mike Gamache
	District #6	Jeff Reinert
	District #7	Scott Schulte

Others Present: Rhonda Sivarajah, County Administrator; Marcy Crain, Chief Deputy 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 unanimously.

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Commissioner Look made motion accepting the regular claims paid over \$500 for the period ending July 17, 2020, and purchase-card claims paid for the period ending July 17, 2020. (Claims are on file in the County Administration Office.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Braastad made motion approving the minutes from the July 14, 2020, Anoka County board meeting. Commissioner West seconded the motion. Motion carried unanimously.

\* \* \* \* \*

Chair Schulte presented information relating to the county's Awards of Excellence Program created to recognize the excellent work being done by Anoka County employees.

\* \*

Commissioner Braastad presented the 2020 Award of Excellence for Modeling our Mission to Public Health and Environmental Services (PHES) Administrative Services Assistant Tami Allen for focusing on department process improvement and best practices and for leading an effort to create employee profiles for each staff position within PHES resulting in improved efficiencies.

\* \*

Commissioner West presented the 2020 Award of Excellence for Performance to Anoka County Attorney's Office Investigator Paul Talbot. The award was for his investigation in a financial fraud case and his quick, effective actions that prevented a significant loss to the Finance & Central Services Department.

\* \*

Commissioner Gamache presented the 2020 Award of Excellence for Leadership to Anoka County Sheriff's Office Justice Services Division Administrative Supervisor Kelli Hill for her dedication to her employees by being caring and understanding, as well as being a great teacher, trainer, and mentor.

\* \*

Commissioner Reinert presented the 2020 Award of Excellence for Customer Service to Anoka County Attorney's Office Victim Witness Services Specialist Andrea Struzyk for her efforts on a very difficult case using her skills to calm people and guide them through the process of testifying.

\* \*

Commissioner Meisner presented the 2020 Award of Excellence for Teamwork to Information Technology Applications Developer Tom Rogers and Medical Examiner's Office Manager Angie Chalmers for their efforts in streamlining the outside agency hospice process, which involved the development of a new online webform that allows agencies to enter data online.

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Commissioner Look presented a second 2020 Award of Excellence for Teamwork to Transportation GIS Specialist Charlie Teff, Transportation Engineer Anders Oredson, and Parks Summer Intern Joseph Gerard for working together to design and implement a Parks Department asset management collector app used to inventory Anoka County Park features.

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Commissioner West presented the Management Committee report from the meeting of July 14, 2020. All items were of an informational nature and required no board action. (Report is on file in the County Administration Office.)

\* \* \* \* \*

The following item came forward on an additional agenda:

1. Commissioner West made motion approving the following personnel transaction, as recommended by the Management Committee:
  - A. **New/Restructure** - Human Services/Social Services and Behavioral Health - effective July 28, 2020. PC#1996001712 (Incumbent is B. Vang.)
 

**FROM:** .8 FTE Social Worker, Grade C012, range \$23.28 to \$34.90 per hour

**TO:** 1.0 FTE Social Worker, Grade C012, range \$23.28 to \$34.90 per hour

Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Schulte presented the Transportation Committee Chair report.

**Highway**

1. Commissioner West made motion entering into Contract #C0007076, Joint Powers Agreement with the City of Blaine for 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 Transportation Department.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner West made motion authorizing the county engineer to advertise for bids for 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. Commissioner Braastad seconded the motion. Motion carried unanimously.

3. Commissioner Meisner made motion awarding Contract #C0008049 to Park Construction Company for Project SP 002-608-012, the reconstruction of CSAH 8 (Osborne Road) between Trunk Highway 47 and Trunk Highway 65 in the cities of Fridley and Spring Lake Park, subject to review by the county attorney as to form and legality. (Contract is on file in the Transportation Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Braastad presented the Human Services Committee report from the meeting of July 23, 2020, which also acts as the Local Social Services Agency and Health Board.

## CONSENT

### Community Corrections

1. Commissioner Braastad made motion entering into Contract #C0008038 (renewal) with the Minnesota Department of Corrections for continuation of the Alternatives to Incarceration grant in an amount of \$160,000 from July 1, 2020, through June 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.

## COMMUNITY CORRECTIONS

2. Commissioner Braastad made motion adjusting Contract #C0001583, the East Central Regional Juvenile Center Joint Powers Agreement non-member per diem to \$325 (+10%) from August 1, 2020, through December 31, 2020, 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.

## SOCIAL SERVICES

3. Commissioner Meisner made motion applying for and accepting Emergency Solutions Grant (ESG-CV1), Contract #C0008050, from the Minnesota Department of Human Services in an amount of up to \$800,000 for emergency shelter services and/or outreach to unsheltered individuals and families from October 1, 2020, through September 30, 2022, subject to review by the county attorney as to form and legality. (Contract is on file in the Human Services Department.) Commissioner Reinert seconded the motion. Upon roll call vote, Commissioners Braastad, West, Schulte, Meisner, Reinert, and Look voted “yes.” Commissioner Gamache abstained. Motion carried.
4. Commissioner Braastad offered the following resolution and moved its adoption:

### **RESOLUTION #2020-92**

#### **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 June 2020: Medical Assistance and General Assistance medical payments in the amount of \$277,146.10 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.

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

### **RESOLUTION #2020-93**

#### **AUTHORIZING THE RELEASE OF OPTION TO PURCHASE REFUSE DERIVED FUEL PROCESSING FACILITY AND EQUIPMENT**

WHEREAS, on June 24, 1987, a Memorandum of Option to Purchase (Document No. 208375) was recorded in the Sherburne County Recorder’s Office giving notice of Anoka County’s interest in the property legally described as follows (the Property):

The Southwest one-quarter of the Southeast one-quarter (SW 1/4 of the SE 1/4),  
Section Eleven (11), Township Thirty Two (32), Range Twenty Six (26), except the

south four hundred sixty eight (468) feet of the west Four Hundred Ninety Five (495) feet thereof, subject to highway easement of record;

and,

WHEREAS, subsequently additional documents were filed with the Sherburne County Recorder's office regarding Anoka County's continued option to purchase the Property, most recently on April 29, 2010, (Document No. 711971); and,

WHEREAS, the most recent option to purchase was dependent on the processing agreement between Great River Energy and Anoka County dated April 28, 2010, (amended and restated on May 1, 2011) (2010 Agreement) which terminated on December 31, 2015, and is without current force and effect:

NOW, THEREFORE, BE IT RESOLVED that the County of Anoka has no present desire to purchase the Property.

BE IT FURTHER RESOLVED that the County of Anoka has no current contractual arrangement with Great River Energy providing for any effective rights to or option to purchase the property.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners authorizes the chair of the Anoka County Board of Commissioners and the county administrator to sign a Termination of Option to Purchase the Property, and any other documents as may be required to clarify the title to the Property.

Motion carried unanimously. Resolution declared adopted.

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Commissioner Braastad presented the Intergovernmental and Community Relations Committee Chair Report.

1. Commissioner West made motion approving Contract #C0005931A, an amendment with Sarah Gordon Inc., (SGI) for mortuary transport services for a term from January 1, 2021, through December 31, 2021, in the amount of \$103,323, payable in 12 equal monthly installments, subject to review by the county attorney as to form and legality. (Contract is on file in the Medical Examiner's Office.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Braastad made motion approving a one-year renewal of Contract #C0007320A with Hennepin Healthcare to provide autopsy services with the option to renew for up to six additional years with an annual revenue of approximately \$35,000, subject to review by the county attorney as to form and legality. (Contract is on file in the Medical Examiner's Office.) Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

\* \* \* \* \*

Commissioner Meisner presented the Property Records and Taxation Committee Chair report.

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

**RESOLUTION #2020-94**

**AUTHORIZING CONVEYANCE OF TAX-FORFEIT LAND TO  
GOVERNMENTAL SUBDIVISION FOR CONDITIONAL USE  
IN THE CITY OF FRIDLEY  
(PINs 14-30-24-34-0010, 14-30-24-34-0007, 14-30-24-34-0008)**

WHEREAS, property identified for tax purposes by the Anoka County Division of Property Records and Taxation as PINs 14-30-24-34-0010, 14-30-24-34-0007, 14-30-24-34-0008 and legally described in Exhibit A, have forfeited to the State of Minnesota, in trust for the taxing districts for the failure to pay ad valorem real estate taxes; and,

WHEREAS, pursuant to Minnesota Statute, Section 282.01, the Anoka County Board of Commissioners has classified the forfeit property as non-conservation; and,

WHEREAS, Minnesota Statute, Section 282.01, Subd. 1a, par. (e) authorizes non-conservation tax-forfeited land to be conveyed by the Commissioner of Revenue to a governmental subdivision for an authorized public use, if an application is submitted to the Commissioner of Revenue which includes

a statement of facts as to the use of the land and upon the favorable recommendation of the Anoka County Board of Commissioners; and,

WHEREAS, pursuant to the provisions of Minnesota Statute, Section 282.01, Subd. 1a, par. (e), an application for conveyance of forfeit property has been made by the City of Fridley (“Governmental Subdivision”) to the Commissioner of Revenue; and,

WHEREAS, the Anoka County Board of Commissioners has determined that it is advisable that the application be approved and the forfeit property be conveyed to the Governmental Subdivision:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby favorably recommends the application for the conveyance of the forfeit property to the governmental subdivision for the authorized public use stated in the application.

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

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

2. Commissioner Meisner offered the following resolution and moved its adoption:

**RESOLUTION #2020-95**

**AUTHORIZING EXECUTION OF STATE OF MINNESOTA  
VOTING EQUIPMENT GRANT AGREEMENT**

WHEREAS, Pursuant to M.S. 206.95, \$2,000,000 has been appropriated by the Legislature to a Voting Equipment Grant Account administered by the Secretary of State; and,

WHEREAS, Anoka County has met all requirements of the grant application and has been awarded \$187,161.78 to be used toward the purchase of assistive voting devices; and,

WHEREAS, in order to accept grant funds, the county must agree to conditions of the grant:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby accepts the award of funds, commits to the requirements as outlined in the agreement, and directs staff to execute the agreement on behalf of Anoka County.

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

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The following items came forward on an additional agenda:

Commissioner Look presented the Finance and Capital Improvements Committee report from the meeting of July 23, 2020,

1. Commissioner West made motion approving Contract #C0008002, with Comprise Technologies, Inc., 1041 Route 36, P.O. Box 425, Navesink, NH 07752, for a Print Management System at the libraries, in an amount not to exceed \$148,406, subject to review by the county attorney as to form and legality. Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

\* \* \* \*

Commissioner Gamache presented the Information Technology Committee report from the meeting of July 23, 2020. All items were of an informational nature and required no board action. (Report is on file in the County Administration Office.)

\* \* \* \*

Commissioner Look made motion approving Contract #C0008079 with Blue Cross Blue Shield for a self-insured health care insurance package and plan rates beginning January 1, 2021, and the county contributions to health insurance premiums and health reimbursement accounts for benefit-eligible employees as outlined by the personnel rules and regulations, subject to review by the county attorney as to form and legality. Commissioner Braastad seconded the motion. (Contract is on file in the Finance Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.

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

1. Commissioner Look made motion approving the Anoka County Business Relief Grant Program. Commissioner Braastad seconded the motion. Motion carried unanimously.
2. Commissioner Meisner made motion approving the Anoka County Nonprofit Relief Grant Program. Commissioner West seconded the motion. Motion carried unanimously.

**Local Government Category**

3. Commissioner Braastad made motion approving reimbursement from the CARES Act Funds in the amount of \$65,221 for construction and card readers related to the 7th floor Administration security project. Commissioner Look seconded the motion. Upon roll call vote, motion carried unanimously.
4. Commissioner West made motion approving procurement and purchase of cleaning equipment for various county departments in an amount not to exceed \$40,000. Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.
5. Commissioner Meisner made motion approving procurement and purchase of a county mobile command post in an amount not to exceed \$500,000 plus tax, title, and license fees (\$32,000 estimated) from LDV Custom Specialty Vehicles out of Burlington, WI. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
6. Commissioner Braastad made motion approving procurement and purchase of two vans (one for Social Services and one for Corrections) from Dodge of Burnsville for a total amount of \$46,716 for both plus any tax, title, and license fee, and up to \$5,000 for the purchase and installation of a cage in the Corrections van from Emergency Automotive Technologies, Inc. Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.
7. Commissioner Meisner made motion approving procurement and purchase of two reference desks, one each for Rum River and Northtown Libraries, in an amount not to exceed \$50,000. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
8. Commissioner West made motion approving procurement and purchase of additional e-books for the county library due to increased demand during the COVID-19 Pandemic in an amount not to exceed \$160,000. Commissioner Meisner seconded the motion. Upon roll call vote, motion carried unanimously.
9. Commissioner Gamache made motion approving the purchase and installation of six pay stations in an amount not to exceed \$59,990 from VenTek International and \$10,986 from Vinco Inc. for the Anoka County Parks system. Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.
10. Commissioner Braastad made motion approving procurement and purchase of personal protective equipment in an amount not to exceed \$450,000. Commissioner Look seconded the motion. Upon roll call vote, motion carried unanimously.
11. Commissioner Braastad made motion approving the procurement and installation of equipment in amounts not to exceed \$20,419 from Dataworks Plus, \$490 for cabling from All State Communication, and \$1,800 for a laptop purchase from Dell for the purpose of establishing a booking station in the Courthouse building. Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.
12. Commissioner Reinert made motion approving procurement and purchase of county-wide telework equipment in an amount not to exceed \$500,000. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
13. Commissioner Gamache made motion approving the purchase of three ½ ton pickup trucks for the Parks Department from Midway Ford in an amount not to exceed \$148,000 plus any tax and license fees. Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.
14. Commissioner Gamache made motion approving the purchase of a postage machine from Pitney Bowes in an amount not to exceed \$35,000. Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.
15. Commissioner Look made motion approving the procurement and installation of a Multi-Media Room from Tierney Brothers Inc., St. Paul, MN, in the County Attorney's Office in an amount not to exceed \$120,000. Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

- 16. Commissioner Meisner made motion approving the procurement and installation of multi-media audio/video equipment for video conferencing in the Anoka County Government Center in an amount not to exceed \$360,000\* (\*the amount announced by Chair Schulte for this action item, increased from \$250,000) from Tierney Brothers Inc., St. Paul MN. Commissioner West seconded the motion.

\* \*

Commissioner Schulte made a friendly amendment to add the Bunker Hills Activities Center location to the item. Commissioners Meisner and West accepted the friendly amendment.

\* \*

Upon roll call vote regarding the video conferencing item as amended, motion carried unanimously.

- 17. Commissioner Braastad made motion approving the purchase of a UV Light Disinfecting System for the Jail in an amount not to exceed \$100,000. Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.

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Committee appointments:

- 1. Commissioner Look made motion reappointing City of Ramsey Police Chief Jeff Katers, representing Law Enforcement, to the Emergency Medical Services Council for a term ending June 26, 2023. Commissioner Braastad seconded the motion. Motion carried unanimously.
- 2. Chair Schulte presented, for informational purposes, his reappointments of the following to the Anoka County Workforce Development Board for two-year terms expiring June 30, 2022:
  - Rebecca Johnson, Department of Employment and Economic Development
  - Lori Higgins, Metro North Chamber of Commerce
  - Dr. Elaina Bleifield, Anoka Technical College/Anoka-Ramsey Community College
  - Theresa Zingery, Anoka-Hennepin School District #11
  - Jessica Lipa, Anoka-Hennepin School District #11
  - Patrick McFarland, Anoka County Community Action Program, Inc.
  - Jim Nimlos, Minneapolis Electrical JATC

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The county board meeting was adjourned at 10:57 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.*