

The Anoka County Board of Commissioners held a regularly scheduled board meeting in Room #705 of the Anoka County Government Center. 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

March 23, 2021

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

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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 Meisner made motion accepting the regular claims paid over \$500 for the period ending March 12, 2021, and purchase-card claims paid for the period ending March 12, 2021. (Claims are on file in the County Administration Office.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner West made motion approving the minutes from the March 9, 2021, Anoka County board meeting. Commissioner Braastad seconded the motion. Motion carried unanimously.

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Anoka County Digital Communications Coordinator Barbara Young presented the Anoka County Website Annual Report.

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Commissioner Schulte offered the following resolution and moved its adoption:

RESOLUTION #2021-35

PROCLAIMING APRIL NATIONAL COUNTY GOVERNMENT MONTH IN ANOKA COUNTY

WHEREAS, the nation's 3,069 counties, parishes and boroughs serving more than 300 million Americans provide essential services to create healthy, safe, and vibrant communities; and,

WHEREAS, counties provide public health services, administer justice, keep communities safe, foster economic opportunities and much more; and,

WHEREAS, Anoka County and all counties take pride in our responsibility to protect and enhance the health, wellbeing, and safety of our residents in efficient and cost-effective ways; and,

WHEREAS, as part of the National Association of Counties, Anoka County is demonstrating how “Counties Matter,” especially in supporting residents and businesses during the coronavirus pandemic; and,

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness and understanding of county responsibilities, programs, and services; and,

WHEREAS, Anoka County understands the important role county government plays in people’s lives; and,

WHEREAS, although sometimes referred to as the invisible layer of government because federal, state and even local tend to be more noticeable, county government provides services the public uses every day; and,

WHEREAS, during each week in April, Anoka County will highlight how our services impact the lives of our citizens from birth to death, and how we’re with them every step of the way:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby proclaim April 2021 as National County Government Month and encourages all county officials, employees, schools, and residents to discover why “Counties Matter.”

Motion carried unanimously. Resolution declared adopted.

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Chair Schulte stated that Anoka County Public Health is offering a limited supply of COVID-19 vaccines for those currently eligible. The vaccines will be administered at vaccination clinics, and residents can sign up for the random selection process by visiting www.anokacounty.us/CovidVaccWaitlist.

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Commissioner West presented the Management Committee report from the meeting of March 9, 2021. All items were of an informational nature and required no board action.

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

1. Commissioner Gamache made motion approving entering into Contract #C0008462 with Workday in the amount of \$2,140,465 and Contract #C0008463 with Collaborative Solutions in the amount of \$1,830,363, both contracts relating to the purchase of a comprehensive Human Resources Management System (HRMS) and its successful implementation, subject to review by the county attorney as to form and legality. (The allocation of the contract dollars was revised from the original agenda attachment with no change to the combined total expenditure.) (Contracts are on file in Employee Relations.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Schulte presented the Transportation Committee report from the meeting of March 15, 2021.

Highway

1. Commissioner Look made motion awarding Contract #C0008475 to Egan Companies, Inc., for Project SAP 002-607-027, the signal modification project at the intersection of CSAH 7 (7th Avenue) & 38th Avenue, in the city of Anoka, subject to review by the county attorney as to form and legality. (Contract is on file in the Transportation Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner Braastad made motion approving entering into Contract #C0008495, Joint Powers Agreement (JPA) with the City of East Bethel, for the construction of Davenport Street NE, a new frontage road extension along the east side of TH 65, from 187th Lane NE to CSAH 22 (Viking Boulevard) in the city of East Bethel, 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 Look presented the Finance and Capital Improvements Committee report from the meeting of March 16, 2021.

1. Commissioner Braastad made motion approving Contract #C0008470 with ICS, 1139 Franklin Ave, Suite 1, Sauk Rapids, MN 56379, for Pre-Construction Services for Public Safety and Correctional Facilities, in an amount of \$40,000, subject to review by the county attorney as to form and legality. (Contract is on file in the Finance Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
2. Commissioner West made motion approving Contract #C0008466 with Minnesota Roadways, 4370 Valley Industrial Blvd. S, Shakopee, MN 55379, for completion of the 2021 Chip Seal/Pavement Project, in an amount not to exceed \$152,385, subject to review by the county attorney as to form and legality. (Contract is on file in the Finance Department.) Commissioner Gamache seconded the motion. Upon roll call vote, motion carried unanimously.

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Commissioner Reinert presented the Human Services Committee report from the meeting of March 16, 2021, which also acts as the Local Social Services Agency and Health Board.

1. Commissioner Reinert noted a Human Services Committee Consent Agenda from the Human Services Committee Agenda. Commissioner Braastad made motion to approve. Commissioner Meisner seconded the motion. Commissioners Look, Braastad, Schulte, Meisner, Gamache, and Reinert voted "yes." Commissioner West abstained. Motion carried.

JOB TRAINING CENTER

2. Commissioner Meisner made motion approving Contract #C0008485, accepting funding from Anoka County Community Program (ACCAP) for transportation assistance services in an amount of \$165,000 from May 1, 2021, through April 30, 2023, 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, Commissioners Braastad, Schulte, Meisner, Gamache, Reinert, and Look voted "yes." Commissioner West abstained. Motion carried.

SOCIAL SERVICES

3. Commissioner Braastad made motion approving applying for and accepting Emergency Solutions Grant, Contract #C0008469, from the Minnesota Department of Human Services, Office of Economic Opportunity, for street outreach and emergency shelter (hotel/motel) services to individuals and families experiencing homelessness in an amount up to \$1,800,000 for the period July 1, 2021, through June 30, 2023, 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.
4. Commissioner Gamache made motion approving applying for and accepting Community Living Infrastructure Grant, Contract #C0008468, from the Minnesota Department of Human Services, Housing Support Division, for housing navigation and support services to individuals and families in an amount up to \$705,000 for the period July 1, 2021, through June 30, 2023, 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.

BEHAVIORAL HEALTH

5. Commissioner Meisner made motion approving issuing a written statement of support to the Minnesota Department of Human Services, with rationale, for new substance use disorder treatment program licensure (245G) to be operated by Sobriety First LLC, Ramsey, MN. Commissioner West seconded the motion. Motion carried unanimously.

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

RESOLUTION #2021-36

APPROVING ECONOMIC ASSISTANCE ACTIONS AND PAYMENTS

BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve and ratify the following client actions of the Anoka County Economic Assistance Department for February 2021: Medical Assistance and General Assistance medical payments in the amount of \$278,817.35 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.

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Commissioner Gamache presented the Information Technology Committee report from the meeting of March 15, 2021. All items were of an informational nature and required no board action.

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

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

RESOLUTION #2021-37

**RESOLUTION ADOPTING A SPECIAL ASSESSMENT
UNDER THE PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM**

WHEREAS, on December 13, 2019, the County of Anoka ("County") entered into a Joint Powers Agreement with the Port Authority of the City of Saint Paul ("Port Authority") to establish a Property Assessed Clean Energy Program ("PACE") in the County for commercial property owners to finance the energy efficiency and conservation improvements to property through the use of special assessments under PACE, pursuant to Minnesota Statutes Sections 216C.435 - 436 and Chapter 429 (collectively "the Act"); and,

WHEREAS, the County has received an application from the Port Authority for an eligible property located in Anoka County, which is approved for financing under the PACE program, as follows:

Property Owner:	Westgate of Anoka, LLC
Parcel Number:	01-31-25-31-0056
Assessment Details:	\$1,069,311.42
Interest Accrual Date:	January 1, 2022

WHEREAS, pursuant to the parties' Joint Powers Agreement and the Act, the county board is required to adopt by resolution each assessment under the PACE program, causing the special assessment to become a lien against the property once added to the tax rolls, to be collected by the County on behalf of the Port Authority:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve the following:

1. The special assessment of the above-described property is hereby adopted and will be added to the County tax rolls for collection.
2. After imposition of the special assessment, the County shall collect such assessment and remit it to the Port Authority for repayment of the clean energy loan. The County will take all actions permitted by law, including but not limited to actions permitted by Minn. Stat. 429.071 subd. 4, to recover the assessment.

BE IT FINALLY RESOLVED, the county administrator, or her designee, is authorized to execute on behalf of the County, any documents necessary to implement the special assessment authorized by this resolution.

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

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

RESOLUTION #2021-38

**RESOLUTION ADOPTING A SPECIAL ASSESSMENT
UNDER THE PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM**

WHEREAS, on December 13, 2019, the County of Anoka (“County”) entered into a Joint Powers Agreement with the Port Authority of the City of Saint Paul ("Port Authority") to establish a Property Assessed Clean Energy Program ("PACE") in the County for commercial property owners to finance the energy efficiency and conservation improvements to property through the use of special assessments under PACE, pursuant to Minnesota Statutes Sections 216C.435 - 436 and Chapter 429 (collectively “the Act”); and,

WHEREAS, the County has received an application from the Port Authority for an eligible property located in Anoka County, which is approved for financing under the PACE program, as follows:

Property Owner:	Westgate of Columbia Heights, LLC
Parcel Number:	35-30-24-43-0125
Assessment Details:	\$1,100,000
Interest Accrual Date:	January 1, 2022

WHEREAS, pursuant to the parties’ Joint Powers Agreement and the Act, the county board is required to adopt by resolution each assessment under the PACE program, causing the special assessment to become a lien against the property once added to the tax rolls, to be collected by the County on behalf of the Port Authority:

NOW THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve the following:

1. The special assessment of the above-described property is hereby adopted and will be added to the County tax rolls for collection.
2. After imposition of the special assessment, the County shall collect such assessment and remit it to the Port Authority for repayment of the clean energy loan. The County will take all actions permitted by law, including but not limited to actions permitted by Minn. Stat. 429.071 subd. 4, to recover the assessment.

BE IT FINALLY RESOLVED, the county administrator, or her designee, is authorized to execute on behalf of the County, any documents necessary to implement the special assessment authorized by this resolution.

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

3. Commissioner Gamache made motion approving Contract #C0008486 with the University of Minnesota Physicians who provide clinical diagnostic laboratory services and tests for local medical offices with a term of three years with one-year renewals for up to seven years in an amount of \$523 per test, or approximately \$25,000 annually, subject to review by the county attorney as to form and legality. (Contract is on file in the Medical Examiner’s Office.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

Commissioner Gamache presented the Property Records and Taxation Committee report from the meeting of March 15, 2021.

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

RESOLUTION #2021-39

**AUTHORIZING A PRIVATE SALE OF
CERTAIN NON-BUILDABLE TAX-FORFEITED LAND
PURSUANT TO MINNESOTA STATUTES SECTION 282.01, SUBDIVISION 7A,
ALTERNATE SALES PROCEDURE; AND
SETTING THE TERMS OF SALE – PIN 22-31-24-43-0064**

WHEREAS, pursuant to Minnesota Statutes Chapters 279, 280 and 281, the property described in Exhibit A, which is attached hereto and incorporated by reference, has forfeited to the State of Minnesota for failure to pay ad valorem real estate taxes; and,

WHEREAS, the Anoka County Board of Commissioners has determined that it is advisable to sell said lands and has set appraised prices for said lands as set forth in Exhibit A; and,

WHEREAS, the Anoka County Board of Commissioners has previously classified the lands described in Exhibit A as non-conservation and approved them for sale under Minnesota Statutes Chapter 282; and,

WHEREAS, pursuant to Minnesota Statutes Section 282.01, the classification and sale of any tax-forfeited land lying within the bounds of any organized town or incorporated municipality has been approved by the town board of such town or governing body of such municipality, insofar as the lands located therein are concerned; and,

WHEREAS, the lands in Exhibit A being authorized for sale cannot be improved because of noncompliance with local ordinances regarding the area, shape, frontage or access; and,

WHEREAS, the Division Manager of Property Records and Taxation has determined that a non-public sale of the lands listed in Exhibit A will encourage the approval of the sale of the land by the city or town and promote their return to the tax rolls; and,

WHEREAS, the Division Manager of Property Records and Taxation may restrict the sale to owners of lands adjoining the lands to be sold, and shall conduct the sale by sealed bid or other means of sale, as provided for in Minnesota Statute Section 282.01, Subd. 7a:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby approve for sale by sealed bids the lands listed in Exhibit A; that the lands shall be sold only to owners of property adjoining the lands to be sold; that the owners of property adjoining the lands to be sold shall be given thirty (30) days written notice of the sale by the Division Manager of Property Records and Taxation as provided for in Minnesota Statutes Section 282.01, Subd. 7a; that the lands shall be sold to the highest bidder for no less than the appraised price set forth in Exhibit A; and any remaining parcels not sold hereby shall be sold to any owner of property adjoining the lands to be sold offering to pay the appraised value thereof.

BE IT FURTHER RESOLVED that the sale shall be made subject to the condition that after the sale, the Division Manager of Property Records and Taxation shall combine each parcel acquired with purchaser's adjoining property in the Property Records and Taxation Division's official tax records.

BE IT FURTHER RESOLVED that the sale shall be made for payment in full or upon the following terms: That sale amounts of \$500 or less shall be paid in cash at the time of the sale and all other sales amounts may be paid in cash or paid on an installment basis provided that at the time of sale a down payment of \$500 shall be paid on sale amounts over \$500 but not over \$2,000, and a down payment of one-fourth of the sales price shall be paid on sales amounts in excess of \$2,000; that the unpaid balance shall be paid in annual installments over a three-year period prior to December 31st of each year and shall accrue interest at the rate prescribed by Minnesota Statutes Section 279.03, Subd. 1a, and is subject to change each year; that no principal installment payment shall be less than the amount of the original down payment unless it is a final payment on the contract and each installment payment shall include the amount of accrued interest to date. At the time of sale of a parcel of tax-forfeited land, the Division Manager of Property Records and Taxation shall collect in full an amount equal to 3% of the total sales price of the parcel, said sum to be deposited with the State Treasurer in the real estate assurance account pursuant to Minnesota Statutes Section 284.28, Subd. 8. The state deed tax and the cost of obtaining and recording the state deed will be added to the final installment. Each sealed bid shall be accompanied by a check made payable to Anoka County in the minimum amount of the down payment set forth above. That all property is sold "AS IS" and remains subject: to any existing leases; to easements obtained by governmental subdivisions or agencies thereof for any public purposes; to restrictions appearing of record; to all existing laws and ordinances; and to the condition that the total appraised value does not represent a basis for future taxes; and that amounts of special assessments canceled because of forfeiture may be subject to reassessment. The purchaser will receive a Certificate of Sale at the time of purchase. The Commissioner of Revenue will issue a deed from the State of Minnesota after full payment is made. The law provides that this conveyance has the force and effect of a patent from the State. However, tax forfeiture creates a break in the chain of title and services of an attorney may be necessary to make the title marketable.

BE IT FURTHER RESOLVED that in accordance with Minnesota Statutes Section 282.01, Subd. 7, that any person who could have repurchased a parcel of property under Minnesota Statutes

Sections 282.012 or 282.241, shall not be allowed to purchase that same parcel of property at the sale for a purchase price less than the sum of all delinquent taxes and assessments computed under Minnesota Statutes Section 282.251, together with penalties, interest, and costs accrued or would have accrued if the parcel had not forfeited to the State.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Division Manager of Property Records and Taxation, County Land Commissioner, and all affected municipalities and town boards.

BE IT FINALLY RESOLVED that the Anoka County Board of Commissioners reserves its right to withdraw from sale any or all parcels listed in Exhibit A.

(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 #2021-40

**AUTHORIZATION FOR CHARGING OF COSTS OF
TAX-FORFEITED LAND SALE TO PROCEEDS FROM SAID SALE AND
AUTHORIZATION OF 20% OF THE PROCEEDS FROM THE
2021 PRIVATE LAND SALE TO PARK FUND**

WHEREAS, in Resolution #2021-39, the Anoka County Board of Commissioners has authorized the sale of certain tax-forfeited property by the Division Manager of Property Records and Taxation; and,

WHEREAS, Minnesota Statutes Section 282.09 provides that the Division Manager of Property Records and Taxation shall place all monies received from a tax-forfeit land sale in a fund to be known as the forfeited tax sale fund, and all disbursements and costs of such sale shall be charged against said fund when provided for by the County Board of Commissioners; and,

WHEREAS, it is the desire of the Anoka County Board of Commissioners to avail itself of the authority contained in Minnesota Statutes Section 282.08 (4) (ii) wherein the county board may set aside 20% of the balance of land sale receipts for park purposes:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, in accordance with Minnesota Statutes Section 282.09, does hereby authorize the Division Manager of Property Records and Taxation to charge all appropriate expenses of the tax-forfeit private land sale to the forfeited tax sale fund and credited to the Division Manager of Property Records and Taxation's General Account.

BE IT FURTHER RESOLVED that the Division Manager of Property Records and Taxation shall, after distributing the appropriate amount of the private land sale receipts, pursuant to Minnesota Statutes Section 282.08, if applicable, set aside 20% of the balance of said receipts for use by the county in the maintenance and acquisition of county parks, all pursuant to Minnesota Statutes Section 282.08 (4) (ii) and statutes cited therein.

BE IT FINALLY RESOLVED that copies of this resolution be forwarded to the Division Manager of Property Records and Taxation, County Land Commissioner and all affected municipalities and town boards.

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

3. Commissioner Gamache made motion approving Contract #C0008487, Joint Powers Agreement between Anoka County and Independent School District 14 for Election Services for the base cost of \$2,000 per precinct in addition to approved expenses relating to the conduct of the election for the period April 1, 2021, through December 31, 2021, subject to review by the county attorney as to form and legality. (Contract is on file the Property Records & Taxation Department.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.
4. Commissioner West made motion approving Contract #C0008488, Joint Powers Agreement between Anoka County and Independent School District 16 for Election Services for the base cost of \$4,000 per precinct in addition to approved expenses relating to the conduct of the election for the period April 1, 2021, through December 31, 2021, subject to review by the county attorney as to form

and legality. (Contract is on file the Property Records & Taxation Department.) Commissioner Braastad seconded the motion. Upon roll call vote, motion carried unanimously.

Commissioner Braastad presented the Public Safety Committee report from the meeting of March 16, 2021.

Sheriff

1. Commissioner Braastad made motion approving Contract #C0008481, High Intensity Drug Trafficking Areas (HIDTA) Program Grant Agreement, with the Executive Office of the President, Office of National Drug Control Policy, in the amount of \$150,713 with a term of January 1, 2021, to December 31, 2022, subject to review by the county attorney as to form and legality. (Contract is on file in the Sheriff’s Office.) Commissioner Reinert seconded the motion. Upon roll call vote, motion carried unanimously.

Commissioner Braastad made motion approving Contract #C0008499, Employment Agreement with Samantha Markman, for Services as Economic Development Director effective April 5, 2021, subject to review by the county attorney as to form and legality. (Contract is on file in Employee Relations.) Commissioner West seconded the motion. Upon roll call vote, motion carried unanimously.

Committee appointments:

1. Commissioner Braastad made motion appointing the following for terms ending March 31, 2024:
 - A. Amanda Friedrich, as a parent representative, to the Children’s Mental Health Advisory and Coordination Council.
 - B. Lori Clauson, as an adult mental health provider representative, to the Adult Mental Health Advisory Council.

Commissioner Meisner seconded the motion. Motion carried unanimously.

2. Commissioner West made motion appointing the following to the Emergency Medical Services Council:
 - A. Fridley Fire Chief Maddison Zikmund, representing Fire Service, for a term expiring December 31, 2022.
 - B. Medical Examiner’s Office Director Shane Sheets, replacing Gary Alberts as an ex-officio member, for an indefinite term.

Commissioner Meisner seconded the motion. Motion carried unanimously.

The county board meeting was adjourned at 11:33 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.