



PINE COUNTY BOARD OF COMMISSIONERS

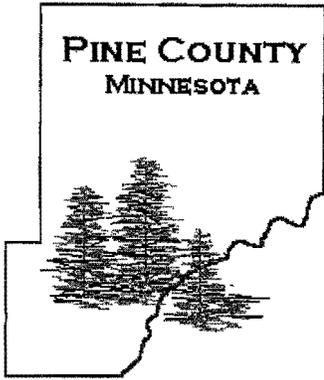
**SPECIAL MEETING and
COMMITTEE OF THE WHOLE
Budget Committee
September 14, 2016 – 9:00 a.m.
Board Room, Pine County Courthouse**

AMENDED AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda
4. Review/Discuss Gravel Lease Policy
5. Consider approval of Resolution 2016-56 – Deficit Bridges
6. Consider approval of Resolution 2016-57 – Town Bridge Advance
7. Discuss preliminary budget and property tax levy
8. Other
9. Adjourn

Members: District 1 – Steve Hallan
District 2 – Josh Mohr
District 3 – Steve Chaffee
District 4 – Curt Rossow
District 5 – Matt Ludwig

An Equal Opportunity Employer
Pine County Courthouse
635 Northridge Drive NW
Pine City, Minnesota 55063
(320) 591-1620
www.co.pine.mn.us



CATHY J. CLEMMER
AUDITOR-TREASURER

PINE COUNTY COURTHOUSE * 635 Northridge Dr NW * Suite 240 * PINE CITY, MN 55063

Maddie Amundson	320-591-1670
Melissa Berg	320-591-1669
Cathy J. Clemmer	320-591-1668
Janice Johnston	320-591-1660
Pam Lawrence	320-591-1667
Terry Lovgren	320-591-1666
Cassandra Mast	320-591-1624
Kathy Reiser	320-591-1664
Fax	320-591-1671

TO: Pine County Commissioners
FROM: Cathy Clemmer
RE: Gravel Lease Policy
DATE: September 8, 2016

After the last budget meeting discussing the Land Fund budget and specifically, selling gravel to the Pine County Highway Dept and townships/cities, I talked to Greg Beck and we decided that in the spirit of managing tax forfeited lands, there should be no fee charged in certain situations to those entities. The best way to manage this going forward is to put a policy in place that addresses the process.

I plan on taking this policy to the regular meeting scheduled for September 20, 2016 and wanted to give you an opportunity to review this ahead of time so if you have any questions, you can contact me to discuss.

Sincerely,

A handwritten signature in cursive script that reads "Cathy Clemmer".

enclosure

Pine County Tax Forfeited Lands Gravel Lease Policy

The County Board directs that tax-forfeited land may be leased for excavation of gravel, sand, and rock at prices and terms prescribed below. Leases will be issued and administered through the Pine County Auditor's Office/Land Department and in conformity with Minnesota Statute 282.014, subdivision 1(d).

Prices and Terms:

If the material is for public use or roadways, the Pine County Highway Department, and cities and townships where the material is located within their boundaries, shall have the material at no charge. All other government agencies within Pine County will receive a 25% discount for public use and roadways. Any other uses and entities, including private individuals, contractors and companies, must pay current market value. The Pine County Highway Department shall determine the current market value which may be adjusted from time to time as market changes allow.

No lease will occur until the Pine County Land Department determines that sufficient quantities of material are available for use by the Pine County Highway Department. The Pine County Highway Department has priority over material; any other leases shall be granted only if the quantities available are sufficient and do not conflict with County operations.

Pits must be left in safe condition; banks will be either bermed or sloped. All requests for material must be made to the Pine County Land Department prior to extraction.

Indemnification:

All individuals, contractors, companies, cities and townships extracting materials under this policy agree to defend, indemnify, and hold Pine County, its employees and officials harmless from any claims, demands, actions, or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the vendor, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the vendor or the subcontractors, partners, or independent contractors or any of their agents or employees under lease agreement.

Approved and adopted this 20th day of September, 2016.

Chair, Pine County Board of Commissioners

Attest:

David J. Minke, County Administrator



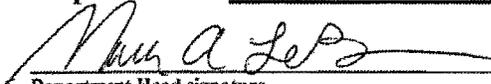
AGENDA REQUEST FORM

Date of Meeting: September 14, 2016

- County Board**
 Consent Agenda
 Regular Agenda
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: Resolution for Deficient Bridges

Department: Pine County Public Works


Department Head signature

Background information on Item:

Resolution for Deficient Bridges

Action Requested:

Approve and sign

Financial Impact:

RESOLUTION 2016-56

WHEREAS, Pine County has determined that the following deficient bridges on the CSAH and Township Systems are a high priority and require replacement or rehabilitation within the next five (5) years, and

BRIDGE#	ROAD#	ESTIMATED STRUCTURE COST
L3001	CSAH 13	\$300,000
58504	CSAH 25	\$400,000
L3020	CSAH 30	\$200,000
58502	CSAH 32	\$250,000
58508	CSAH 46	\$600,000
8820	CSAH 61	\$400,000
93283	CR 148	\$200,000
L3097	CR 150	\$400,000
58J40	Barry Twp Government Rd	\$300,000

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges continue to be crucial to maintaining the integrity of the local road systems and is necessary for the County and the townships to proceed with the replacement or rehabilitation of the high priority deficient bridges described above, and

WHEREAS, Pine County intends to proceed with replacement or rehabilitation of these bridges as soon as possible when State Transportation Bond Funds are available,

BE IT RESOLVED, that the Pine County Board commits that it will proceed with the design and contract documents for these bridges immediately after being notified that funds are available in order to permit construction to take place within one year of notification.

Curt Rossow
Chair of Pine County Board

David J. Minke
County Administrator

STATE OF MINNESOTA)
ss.

County of Pine)

I, David J. Minke, County Administrator of Pine County, Minnesota, hereby certify that I have compared the foregoing copy of a resolution of the County Board of said County with the original record thereof in the minutes of the proceedings of said Board at a meeting duly held the 14th day of September 2016, and that same is a true and correct copy of said original record and that said resolution was duly adopted by said Board at said meeting.

Witness my hand and seal this 14th day of September 2016.



AGENDA REQUEST FORM

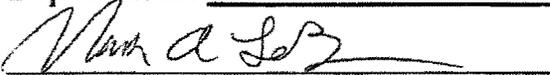
Date of Meeting: September 14, 2016

- County Board**
 - Consent Agenda
 - Regular Agenda
- Personnel Committee
- Other _____

5 mins 10 mins 15 mins Other

Agenda Item: Town Bridge Advance Resolution

Department: Pine County Public Works


Department Head signature

Background information on Item:

Resolution to Advance Town Bridge Funding

Action Requested:

Approve Resolution

Financial Impact:

RESOLUTION 2016-57

WHEREAS, the County of Pine has obtained the Commissioner's approval of the plans for the following County State-Aid Project: SAP 058-599-043

AND, WHEREAS, said County is prepared to proceed with the construction of said project by providing county regular/county municipal funds to supplement the available funds in the Town Bridge Account, and

WHEREAS, repayment of the funds so advanced by the County is desired in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5, & 7 and Minnesota Rules 8820.1500, Subp. 9a.

NOW, THEREFORE, BE IT RESOLVED: That the Commissioner of Transportation be and is hereby requested to approve this basis for financing said construction project and to authorize repayments from subsequent accruals to said Account, in the amounts as herein indicated.

\$38,439 From 2017 Allotment

\$38,439 From 2018 Allotment

\$38,439 From 2019 Allotment

Curt Rossow
Chair of Pine County Board

David J. Minke
County Administrator

STATE OF MINNESOTA)

ss.

County of Pine)

I, David J. Minke, County Administrator of Pine County, Minnesota, hereby certify that I have compared the foregoing copy of a resolution of the County Board of said County with the original record thereof in the minutes of the proceedings of said Board at a meeting duly held the 14th day of September 2016, and that same is a true and correct copy of said original record and that said resolution was duly adopted by said Board at said meeting.

Witness my hand and seal this 14th day of September 2016.

Dept No.	Dept. Name	2016 Revenue	2017 Revenue	Change in Revenue	% Change in Revenue	2016 Expenditure	2017 Expenditure	Change in Exp	Change in Exp %	2016 Net	2017 Net	Change in Net	Impact of New Positions 2016	Impact of New Positions 2017
5	Commissioner	0	0	0		252,512	258,469	5,957	2.4%	252,512	258,469	5,957		
133	Court Administration	2,500	2,500	0	0.0%	64,000	64,000	0	0.0%	61,500	61,500	0		
20	Law Library	26,500	26,500	0	0.0%	22,500	22,450	-50	-0.2%	-4,000	-4,050	-50		
41	Auditor/Treasurer	100,000	103,000	3,000	3.0%	630,868	672,666	41,798	6.6%	530,868	569,666	38,798		
61	IT	15,000	15,000	0	0.0%	550,690	687,863	137,173	24.9%	535,690	672,863	137,173		
62	Central Services	34,000	34,000	0	0.0%	34,000	34,000	0	0.0%	0	0	0		
63	Truth in Taxation	9,200	9,400	200	2.2%	14,700	14,900	200	1.4%	5,500	5,500	0		
71	Elections	7,900	3,000	-4,900	-62.0%	81,150	8,000	-73,150	-90.1%	73,250	5,000	-68,250		
72	Administrator	1,000	0	-1,000	-100.0%	352,249	415,514	63,265	18.0%	351,249	415,514	64,265	\$23,041	
74	AIIS	130,635	125,002	-5,633	-4.3%	96,919	98,965	2,046	2.1%	-33,716	-26,037	7,679		
91	Attorney	120,050	121,100	1,050	0.9%	881,972	951,794	69,822	7.9%	761,922	830,694	68,772		\$45,341
92	Consulting Attorney	0	0	0	0.0%	40,000	40,000	0	0.0%	40,000	40,000	0		
101	Recorder	295,000	294,000	-1,000	-0.3%	440,569	452,594	12,025	2.7%	145,569	158,594	13,025		
105	Assessor	178,500	186,000	7,500	4.2%	539,049	564,034	24,985	4.6%	360,549	378,034	17,485		
107	Zoning	60,100	70,200	10,100	16.8%	109,207	132,079	22,872	20.9%	49,107	61,879	12,772	\$23,041	
111	Building Maintenance	242,200	243,200	1,000	0.4%	705,062	715,605	10,543	1.5%	462,862	472,405	9,543	\$32,803	
121	Veterans	10,000	10,000	0	0.0%	109,114	112,005	2,891	2.6%	99,114	102,005	2,891		
201	Sheriff	952,000	959,470	7,470	0.8%	3,620,820	3,958,335	337,515	9.3%	2,668,820	2,998,865	330,045		\$22,699
204	Dispatch			0		601,422	650,901	49,479	8.2%	601,422	650,901	49,479		\$51,117
212	Sheriff K-9		10,000	10,000			10,000	10,000		0	0	0		
249	Medical Examiner			0		55,000	60,000	5,000	9.1%	55,000	60,000	5,000		
251	Jail	775,250	496,750	-278,500	-35.9%	3,938,552	4,023,527	84,975	2.2%	3,163,302	3,526,777	363,475	\$51,986	\$135,405
253	Court Security			0			139,426	139,426		0	139,426	139,426	\$14,156	
255	Probation	285,772	292,206	6,434	2.3%	774,962	774,857	-105	0.0%	489,190	482,651	-6,539		
256	Sentence-to-Serve			0		71,387	81,731	10,344	14.5%	71,387	81,731	10,344		
391	Solid Waste	2,800	2,800	0	0.0%	41,664	44,480	2,816	6.8%	38,864	41,680	2,816		
392	Recycling	188,285	201,385	13,100	7.0%	216,558	246,858	30,300	14.0%	28,273	45,473	17,200		
501	Library			0		302,225	310,051	7,826	2.6%	302,225	310,051	7,826		
502	Historical Society			0		15,000	25,000	10,000	66.7%	15,000	25,000	10,000		
601	SWCD	48,481	48,481	0	0.0%	145,702	166,902	21,200	14.6%	97,221	118,421	21,200		
603	Extension			0		95,621	189,679	94,058	98.4%	95,621	189,679	94,058		\$90,508
604	Agricultural Society			0		10,000	10,000	0	0.0%	10,000	10,000	0		
605	Economic Dev.			0		36,073	42,431	6,358	17.6%	36,073	42,431	6,358		
613	Snake River Watershed			0		11,168	9,968	-1,200	-10.7%	11,168	9,968	-1,200		
702	Housing Authority			0		3,000	3,000	0	0.0%	3,000	3,000	0		
801	Non-Departmental	11,705,390	11,796,135	90,745	0.8%	228,078	244,089	16,011	7.0%	-11,477,312	-11,552,046	-74,734		
813	Cent MN Initiative Fund			0		7,300	7,450	150	2.1%	7,300	7,450	150		
	Total General Fund	15,346,496	15,050,129	-296,367	-1.9%	15,244,626	16,246,623	1,001,997	6.6%	-101,870	1,196,494	1,298,364	\$145,027	\$254,562

Dept No.	Dept. Name	2016	2017	Change in	% Change	2016	2017	Change in	Change in	2016 Net	2017 Net	Change in	Impact of New Positions	
		Revenue	Revenue	Revenue	in Revenue	Expenditure	Expenditure	Exp	Exp %	Net	Net	Net	2016	2017
12	HHS	8,168,555	10,182,150	2,013,595	24.7%	8,167,785	10,476,989	2,309,204	28.3%	-770	294,839	295,609		
13	HWY	9,401,855	14,141,758	4,739,903	50.4%	9,401,855	14,241,759	4,839,904	51.5%	0	100,001	100,001		
22	Land	863,100	861,100	-2,000	-0.2%	849,631	858,438	8,807	1.0%	-13,469	-2,662	10,807		
38	Building	75,000	75,000	0	0.0%	75,000	75,000	0	0.0%	0	0	0		
39	GO Jail Bonds	1,165,752	1,174,425	8,673	0.7%	1,147,256	1,104,625	-42,631	-3.7%	-18,496	-69,800	-51,304		
40	GO Courthouse Bonds	996,870	1,004,010	7,140	0.7%	944,175	939,100	-5,075	-0.5%	-52,695	-64,910	-12,215		
43	Tech. Equipment	125,000	125,000	0	0.0%	125,000	275,000	150,000	120.0%	0	150,000	150,000		
	Total All County	36,142,628	42,863,572	6,720,944	18.6%	35,880,328	44,217,534	8,337,206	23.2%	-262,300	1,353,962	1,616,262		

2017 LEVY COMPARISON

2016 Levy - \$15,942,799

2016 Tax Rate - 66.457%

		2016 TMV	2017 TMV	Class	2016 County Share	2% Levy Increase	3% Levy Increase	4% Levy Increase	5% Levy Increase	6% Levy Increase	10.16% Levy Increase
Proposed Levy						16,261,655	16,421,083	16,580,511	16,739,939	16,899,367	17,562,554
Proposed \$ Increase						318,856	478,284	637,712	797,714	956,568	1,619,775
Proposed Tax Rate						63.635%	64.259%	64.882%	65.506%	66.130%	68.725%
Hallan	26.0569.000	351,900	367,700	Ag-Hstd	1,776	1,831	1,849	1,867	1,885	1,903	1,977
Mohr	18.5111.000	97,000	106,400	Res-Hstd	644	677	684	690	697	704	731
Chaffee	15.0292.000	174,300	186,100	Res-Hstd	1,166	1,184	1,197	1,207	1,219	1,231	1,279
Ludwig	30.0595.000	104,200	117,400	Res-Hstd	698	747	754	762	769	776	807
Rossow	47.5123.000	256,700	272,700	Res-Hstd	1,711	1,735	1,752	1,769	1,786	1,803	1,874
Chris'-Sandstone	45.5626.000	1,660,300	1,645,200	Comm'l	21,546	20,461	20,662	20,862	21,063	21,263	22,098
Daggett's-Hinckley	40.5107.000	784,900	772,500	Comm'l	9,928	9,354	9,446	9,538	9,629	9,721	10,103
Sausser's-Pine City	42.5149.000	182,300	178,700	Comm'l	1,925	1,797	1,815	18,332	1,850	1,868	1,941

2016 Total County NTC = \$24,025,956

2017 Total County NTC = \$25,554,686 (\$1,528,730 increase over 2016)