

**MINUTES
OF
PINE COUNTY BOARD MEETING
SPECIAL MEETING
and
COMMITTEE OF THE WHOLE/BUDGET COMMITTEE**

**August 27, 2019 – 9:00 a.m.
Pine County Courthouse, Pine City Minnesota**

Chair Josh Mohr called the meeting to order at 9:00 a.m. Present were Commissioners Steve Hallan, Steve Chaffee, John Mikrot, Jr. and Matt Ludwig. Also present were County Attorney Reese Frederickson, IT Manager Ryan Findell, Auditor-Treasurer Kelly Schroeder and County Administrator David Minke.

The pledge of allegiance was said.

Motion by Commissioner Ludwig to approve the agenda. Second by Commissioner Hallan. Motion carried 5-0.

County Attorney: County Attorney Reese Frederickson presented the budget request for the law library, victim services and county attorney's office.

Health & Human Services and Veterans Services: Health & Human Services Director Becky Foss and Health & Human Services Fiscal Officer Michelle Kelash presented the Veteran Services and Health and Human Services budgets.

- Additional staff time to support veterans services would include 12 hours/week of office support from an existing case aide position. The case aide position will go from part time to full time and will assist in areas of P & I Grant, long-term care in social services, and the VSO. The full-time hours and benefits were split between the VSO and HHS budget. One public health supervisor position was not backfilled in 2019 and is not contained in 2020 budget. The long-term care unit in public health is now organized under social services.
- The tax levy increase needed for HHS is \$129,052. This is the result of increasing the out of home placement budget by \$250,000.

The order of presentations was adjusted to move Administration (as time permits), Information Technology (IT) and Highway presentations to the morning session.

Chair Mohr called a recess at 10:23 a.m.

The meeting reconvened at 10:30 a.m.

Administration

County Administrator David Minke stated the budget for the commissioner salaries will increase \$1,200 for additional pay budgeted for the board chair for additional chair responsibilities. Presentation to be continued after lunch.

Information Technology

IT Manager Ryan Findell presented the Information Technology budget. Largest budget increase factors are wages and health insurance. The committee discussed squad/body cameras (\$200,000) and jail cameras (\$100,000) budgeted in Fund 43.

Building Maintenance/Highway

County Engineer and Public Works Director Mark LeBrun presented the department budget status and programs for Building Maintenance and Public Works. Budget includes planned purchases of six marked squads, six fleet vehicles and one motor grader. The county could reduce the overall property tax levy by reducing the building fund from \$75,000 to \$25,000. If reduced, the preliminary budget for Building Maintenance, the Building Fund, and Road and Bridge has an overall reduction of \$3,094 in tax levy. LeBrun proposes to use \$1,230,000 from the sales tax funds for designated projects.

Chair Mohr called a recess for lunch at 11:54 a.m.

The meeting reconvened at 1:00 p.m.

Court Administration

Court Administrator LuAnn Blegen and Courts Operations Supervisor Amy Isaacson presented the Court Administration budget. Requested allocation is \$60,000 (unchanged from last year).

County Administrator (continued from morning session)

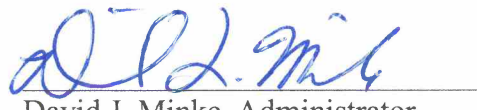
Administrator Minke noted an increase in conference/training and membership fees and subscriptions. Membership in the Hwy. 23 Coalition was discussed. After discussion, it was the consensus of the board not to join the Hwy. 23 Coalition.

The next Special Meeting – Committee of the Whole (Budget Committee) meeting is scheduled for September 10, 2019, at 10:30 a.m. in the Board Room, Courthouse, Pine City, Minnesota.

With no further business, the meeting adjourned at 1:45 p.m.



Joshua C. Mohr, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board