

ADDITIONS/REVISIONS

Special Meeting – Committee of the Whole (Budget)

August 31, 2021

ADDITIONAL INFORMATION:

1. 4C: Preliminary Budget Presentation/Probation

2. 2022 Levy Comparison of Various Properties

2021 PINE COUNTY PROBATION DEPARTMENT-255

- CPO reimbursement was \$168,246. Projecting at \$155,000 for 2022.
- Local Correctional Fees were projected at \$50,000 this year, and agents have collected \$36,137.65 (72%) at 58% of the year. Fees have ultimately paid one position. Last year agents collected \$52,197.47.
- New levy dollars to Probation would currently cost \$76,556, including \$57,931 in salary/benefits. 2022 will be the first time that the juvenile Electronic Monitoring would be in the Probation Budget versus HHS (\$13,000).
- Pine County Probation continues to seek out free or low-cost training. Pine County will have a contingent of staff at the state MACPO Conference, and one at the national APPA conference. Pine County Probation's training budget (\$6,450) continues to be offset by revenue from the LEAD DWI Program, Cog Skills, and Driving with Care Level II.
- Worked with HHS Director to allocate less money (\$110,000) for secure detention OHP costs. Allocated more money (\$170,000) for non-secure placement opportunities. This is in line with the Mission of Project RISE, as well as our commitment to keep kids in our community using the Evening Reporting Center.
- Probation's budgetary increases (\$57,931) are due to personnel. The good side of that has been stability in the office and dedicated staff that want to stay.
- Caseload/Workload grant pays \$59,481 towards one position.
- Community Alternatives (\$14,000) continues to be underutilized, in part due to Covid. A great example of this money put to good use is a habitual truant who I have on probation. Probation recommended if she makes progress towards graduation that we would pay for her driver's education. She cried in court. She has recently obtained her driver's permit!
- A couple other areas of underutilization has been the Restitution Community Service (\$1,000), where kids can work off restitution owed, as well as Transportation Juvenile Services (\$1,000).
- Probation allocates \$3,000 for Office/Safety supplies and this year needed to replace two vests, O.C. spray, and the purchase of search gloves.

Terry Fawcett, Probation Director

PROBATION						
255	DESCRIPTION	2020 Budget	2021 Budget	2022 Budget	Change	% Change
5230	REAM GRANT	-6,500	-6,500	-6,500	0	0.0%
5304	INTER-GOVERNMENT CPO REIMBURSEMENT	-144,000	-155,000	-150,000	5,000	-3.2%
5308	STATE GRANT - CASELOAD REDUCTION	-59,481	-59,481	-59,481	0	0.0%
5402	Federal Stimulus Grant				0	#DIV/0!
5501	FEES FOR SERVICE	-325	-2,325	-1,000	1,325	-57.0%
5508	CONTRACT SERVICES	-25,350	-350	-350	0	0.0%
5517	LOCAL CORRECTIONAL FEES	-43,493	-50,000	-50,000	0	0.0%
5518	ELECTRONIC MONITORING	-3,600	-3,600	-6,000	-2,400	66.7%
5519	CLASS FEES	-10,000	-10,000	-10,000	0	0.0%
5603	FEES RECEIVED - DAA	0			0	#DIV/0!
5604	DWII/ISP PROGRAM	0			0	#DIV/0!
6103	SALARIES/WAGES-PERMANENT	628,804	678,601	715,694	37,093	5.5%
6105	SALARIES/WAGES-PART TIME				0	#DIV/0!
6107	Salaries & Wages OT				0	#DIV/0!
6108	SALARIES/WAGES-COMP				0	#DIV/0!
6109	Salaries & Wages Back Pay				0	#DIV/0!
6112	Taxable Meal Reimbursement				0	#DIV/0!
6113	Salaries & Wages Temporary	0			0	#DIV/0!
6152	COUNTY CONTRIBUTION	140,123	145,376	161,089	15,713	10.8%
6155	VEBA County Contribution	0	0	0	0	#DIV/0!
6156	HSA Contribution	2,904	3,618	2,310	-1,308	-36.2%
6163	PERA	47,160	50,895	53,677	2,782	5.5%
6175	FICA	48,104	51,913	54,751	2,838	5.5%
6179	WORKERS COMP-PREMIUM				0	#DIV/0!
6201	TELEPHONE	6,741	6,741	6,741	0	0.0%
6202	POSTAGE & FRIEGHT	1,500	2,000	2,000	0	0.0%
6209	Credit Card Processing Fees	1,000	1,000	1,000	0	0.0%
6241	CONFERENCE, TRAINING, DUES	6,450	6,450	6,450	0	0.0%
6242	ASSOCIATION DUES	400	1,000	1,000	0	0.0%
6263	PROFESSIONAL & TECH SERVICES	5,000	5,000	5,000	0	0.0%
6274	Federal Stimulus Grant Expense	0	0	0	0	#DIV/0!
6311	REPAIR & MAINTENANCE	10,153	9,653	9,653	0	0.0%
6331	Travel Expense Room & Board	4,000	4,000	4,000	0	0.0%
6334	MILEAGE	3,500	3,500	3,500	0	0.0%
6336	Transportation - Juvenile Services	1,000	1,000	1,000	0	0.0%
6350	Community Alternatives	14,000	14,000	10,000	-4,000	-28.6%
6361	REAM GRANT	6,500	6,500	6,500	0	0.0%
6363	Juvenile EM Expenditures			13,000	13,000	#DIV/0!
6364	REAM Indigency Fund			6,000	6,000	#DIV/0!
6401	Office Supplies	3,000	3,000	3,000	0	0.0%
6452	REFERENCE BOOKS & MATERIALS	800	800	500	-300	-37.5%
6566	Gasoline & Oil	2,000	2,000	2,000	0	0.0%
255-6103	Federal Stimulus Salary				0	#DIV/0!
255-6152	Federal Stimulus County Cont.				0	#DIV/0!
255-6155	VEBA County Contribution				0	#DIV/0!
255-6163	Federal Stimulus PERA				0	#DIV/0!
255-6175	Federal Stimulus FICA				0	#DIV/0!
255-6179	Federal Stimulus Work Comp				0	#DIV/0!
01-255-001-0000-5751	Restitution Community Service		-1,000	-1,000	0	0.0%
01-255-001-0000-6834	Reimbursement Community Restitution		1,000	1,000	0	0.0%
01-255-255-0000-5751	Gifts & Contributions - Community Coach		-25,000	0	25,000	-100.0%
01-255-255-0000-6263	Professional & Technical Services	25,000	50,000	0	-50,000	-100.0%
01-255-255-0000-6334	Travel Expense-mileage	0	0		0	#DIV/0!
	REVENUE	-292,749	-287,256	-284,331	2,925	-1.0%
	EXPENDITURE	958,139	1,022,047	1,069,865	47,818	4.7%
	255 Net	665,390	734,791	785,534	50,743	6.9%

2021 Levy \$19,935,014
 2021 Tax Rate 63.032%

2022 LEVY COMPARISON

		2021 TMV	2022 TMV	TMV +/-	Class	2021 County Share	TAX DIFFERENCE BASED ON						
							0% Levy Increase	1% Levy Increase	2% Levy Increase	3% Levy Increase	4% Levy Increase	5% Levy Increase	6% Levy Increase
Proposed Levy							19,935,014	20,134,364	20,333,714	20,533,064	20,732,415	20,931,765	21,131,115
Proposed \$ Increase							0	199,350	398,700	598,050	797,401	996,751	1,196,101
Proposed Tax Rate							57.916%	58.495%	59.075%	59.654%	60.233%	60.812%	61.391%
Hallan	26.0569.000	474,600	520,700	46,100	Ag-Hstd	2,459	52	77	102	127	152	177	202
	26.0522.004	89,900	101,500	11,600	Ag-Hstd	283	11	14	17	20	23	26	29
Mohr	18.5111.000	146,200	166,900	20,700	Res-Hstd	922	45	54	64	74	83	93	103
	42.5461.000	178,300	182,800	4,500	Comm'l	1,776	-93	-76	-59	-42	-26	-9	8
Lovgren	15.0254.000	76,400	92,700	16,300	Ag-Hstd	480	57	62	68	73	78	84	89
	15.0254.001	116,500	113,900	(2,600)	Ag-Hstd	367	-37	-34	-30	-27	-24	-20	-17
Ludwig	30.0595.000	172,700	194,500	21,800	Res-Hstd	1,088	38	50	61	72	84	95	106
Walhalm	46.5106.000	328,600	355,400	26,800	Res-Hstd	2,063	-5	16	37	57	78	98	119
	46.5101.000	6,200	6,200	0	Res-Hstd	39	-3	-3	-2	-2	-1	-1	-1
	46.5103.000	16,600	16,600	0	Res-Hstd	105	-9	-8	-7	-6	-5	-4	-3
	46.5211.000	396,900	400,200	3,300	Comm'l	3,732	-336	-302	-268	-234	-200	-166	-132
Chris'-Sandstone	45.5626.000	1,591,200	1,648,900	57,700	Comm'l	19,571	-906	-719	-532	-346	-159	28	214
Daggett's-Hinckley	40.5107.000	773,000	778,000	5,000	Comm'l	9,268	-691	-605	-519	-433	-348	-262	-176
Sausser's-Pine City	42.5149.000	195,400	195,400	0	Comm'l	1,990	-161	-143	-124	-106	-88	-70	-51
Doran	42.5555.000	99,800	112,000	12,200	Res-Hstd	629	20	26	33	39	46	52	59
Christopher Hallan	26.0190.002	300,700	325,400	24,700	Ag-Hstd	1,814	-4	14	32	50	68	86	104
Joe Smetana	26.0555.001	419,700	466,200	46,500	Ag-Hstd	1,904	67	87	106	126	146	165	185
Kevin Hinze	43.0269.001	250,400	264,600	14,200	Ag-Hstd	1,560	-48	-33	-18	-3	12	27	42
Walmart	42.6191.000	7,369,600	7,353,400	(16,200)	Comm'l	92,370	-7,685	-6,838	-5,991	-5,144	-4,297	-3,451	-2,604



PINE COUNTY

Administrator's Office

635 Northridge Drive NW, Suite 200
Pine City, MN 55063
1-800-450-7463 Ext. 1620
Fax: 320-591-1628

Commissioners

Steve Hallan – Dist. 1
Josh Mohr – Dist. 2
Terry Lovgren – Dist. 3
J.J. Waldhalm – Dist. 4
Matt Ludwig – Dist. 5

County Administrator

David J. Minke

Special Meeting-Committee of the Whole

2022 County Budget

Pine County Courthouse

635 Northridge Drive NW, Pine City, Minnesota

Tuesday, August 31, 2021, 9:00 a.m.

Notice of Participation via Interactive Technology

Pine County Commissioner Matt Ludwig will be attending the Pine County Board of Commissioners Special Meeting-Committee of the Whole (Budget) Meeting on Tuesday, August 31, 2021 at 9:00 a.m. via interactive technology, pursuant to Minnesota Statute 13D.02.

- **Commissioner Ludwig will be seen and heard at the meeting via electronic means and will participate from Staybridge Suites, 2350 Commerce Drive NW, Rochester, MN 55901, a location open and accessible to the public.**

The public is invited to join the meeting in person or remotely: by phone call 1-312-626-6799, (access code): 988 4810 0441 (password): 5911400. Click the link on the county website (www.co.pine.mn.us) for more information and to watch a live stream broadcast of the meeting.

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda
4. Budget Presentations
 - A. Pine County Agricultural Society (Fair), Pete Leibel, President
01-604 Agricultural Society
 - B. Highway/Public Works, Mark LeBrun, County Engineer

01-111	Building Maintenance
38-801	Building Fund
13-310	Highway Administration
13-320	Highway Engineering/Construction
13-330	Highway Maintenance/Equipment
13-340	Highway Equipment Repair & Shop
13-801	Highway Non-Departmental

C. County Probation, Terry Fawcett, Director

01-255 Probation

D. Information Technology, Ryan Findell, Manager

01-061 Management Information Systems

43-801 Technology Equipment Fund

E. Administration, David Minke, County Administrator

01-005 County Commissioners

01-072 County Administrator

01-092 Contracted Attorney's & Consultants

01-249 Medical Examiner

01-501 East Central Regional Library

01-613 Snake River Watershed Management Board

01-702 Pine County HRA

01-813 Central Minnesota Initiative Foundation

5. General Budget Discussion/Direction
6. Schedule next budget meeting/location
7. Adjourn

Members: District 1 – Steve Hallan
District 2 – Josh Mohr
District 3 – Terry Lovgren
District 4 – J.J. Waldhalm
District 5 – Matt Ludwig



Pine County Public Works Department
405 Airport Road NE • Pine City, MN • 55063
(320) 216-4200 • (800) 450-7463 x 4200 • Fax (320) 629-6736

Memorandum

To: Pine County Board of Commissioners
David J. Minke, County Administrator

From: Mark A. LeBrun, Public Works Director/County Engineer *MAL*

Date: 08/9/2021

Re: 2022 Preliminary Budget

Attached is the preliminary 2022 budgets for Building Maintenance and Public Works. The Building Maintenance budget has a proposed levy increase of \$36,974 and a proposed \$200,000 levy increase for Road & Bridge.

- 1) Requesting a Property Tax Levy of \$654,110 for Building Maintenance and \$2,179,821 for Public Works.
- 2) Proposed budgets include a 2.0% COLA, Step Increases, and 6% Health Insurance premium increase.
 - a) Includes 32 positions funded (29 FTE Public Works, 3 FTE Building Maintenance).
- 3) Budget includes \$770,000 for Fleet vehicle/equipment purchases. Planned purchases include 6 marked squads, 6 fleet vehicles, 1 Survey Truck, 1 Tandem Truck, and 1 Tractor.
- 4) State and County funding for \$9,250,000 in construction projects.
- 5) Continue \$25,000 Building Fund allocation.

BUILDING MAINTENANCE

111	DESCRIPTION	2021	2022	
5801	RENTAL REVENUE	-192,940	-148,500	-23.0%
5860	REFUNDS & REIMBURSEMENT	0	0	
6103	SALARIES/WAGES-PERMANENT	170,962	162,805	-4.8%
6105	SALARIES/WAGES-PART TIME	0	0	
6107	SALARIES/WAGES-OT	2,000	2,000	0.0%
6108	SALARIES/WAGES-COMP	1,000	1,000	0.0%
6152	COUNTY CONTRIBUTION	52,905	53,382	0.9%
6155	VEBA COUNTY CONTRIBUTION	2,550	0	
6156	HSA COUNTY CONTRIBUTION	1,155	1,155	
6163	PERA	12,972	12,360	-4.7%
6175	FICA	13,232	12,608	-4.7%
6201	TELEPHONE	2,300	2,300	0.0%
6202	UTILITIES-COURTHOUSE	270,000	265,000	-1.9%
6241	UTILITIES-SPGC/NPGC/1610	90,000	60,000	-33.3%
6243	SOLID WASTE	6,000	6,000	0.0%
6252	PROFESS. SERVICES	62,000	60,000	-3.2%
6263	CONTRACT CLEANING	5,000	58,000	1060.0%
6310	ELECTRICAL MAINTENANCE	9,000	10,000	11.1%
6316	CONTRACT MAINTENANCE	20,000	12,000	-40.0%
6334	STS SERVICES	0	0	
6413	BUILDING MAINT SUPPLIES	53,000	48,000	-9.4%
6353	GROUNDS MAINTENANCE	36,000	36,000	0.0%
	111 Total	(192,940)	(148,500)	-23.0%
		810,076	802,610	-0.9%
		617,136	654,110	6.0%

**PUBLIC WORKS
ADMINISTRATION**

310 DESCRIPTION	2021	2022	
6103 SALARIES/WAGES-PERMANENT	193,093	198,179	2.6%
6152 COUNTY CONTRIBUTION	31,073	31,617	1.8%
6156 HAS COUNTY CONTRIBUTION	1,782	1,155	-35.2%
6163 PERA	14,482	14,863	2.6%
6175 FICA	14,772	15,161	2.6%
6201 TELEPHONE	13,750	13,750	0.0%
6202 POSTAGE	250	250	0.0%
6241 CONF./TRAIN./REG.	7,000	7,500	7.1%
6243 ADVERTISING	2,500	2,500	0.0%
6252 UTILITIES	7,000	7,000	0.0%
6263 PROFESS. SERVICES	1,000	1,000	0.0%
6310 MAINT. AGREEMENTS	8,000	8,000	0.0%
6316 BLDG MTNCE/JANITORIAL	0	0	
6325 INFORM. SYSTEMS	0	0	
6334 TRAVEL EXPENSE	200	200	0.0%
6351 AUTOMOBILE INSURANCE	51,701	54,488	5.4%
6353 INS./SURETY BONDS	30,335	30,489	0.5%
6401 OFFICE SUPPLIES	3,500	3,500	0.0%
6452 REFERENCE BOOKS	0	0	
6611 BLDG IMPROVEMENTS	0	0	
6671 TECHNOLOGY	250	250	0.0%
310 Total	380,688	389,902	2.4%

**PUBLIC WORKS
ENGINEERING**

320 DESCRIPTION	2021	2022	
6103 SALARIES/WAGES-PERMANENT	492,007	538,963	9.5%
6107 SALARIES/WAGES-OVERTIME	20,000	20,000	0.0%
6108 SALARIES/WAGES-COMP	2,000	2,000	0.0%
6152 COUNTY CONTRIBUTION	98,039	109,770	12.0%
6155 VEBA COUNTY CONTRIBUTION	5,100	1,155	-77.4%
6156 HSA COUNTY CONTRIBUTION	1,512	5,100	237.3%
6163 PERA	38,401	41,922	9.2%
6175 FICA	39,169	42,761	9.2%
6241 CONF./TRAIN./REGISTRATION	2,500	2,500	0.0%
6263 PROFESS. SERVICES	110,000	150,000	36.4%
6283 CONSTRUCTION	6,130,000	9,250,000	50.9%
6284 PERMITS/LICENSE	1,200	1,200	0.0%
6285 ROW ACQUISITION/DAMAGES	10,000	5,000	-50.0%
6286 ROW EASEMENT	10,000	5,000	-50.0%
6342 RENTAL AGREEMENT	500	500	0.0%
6501 FIELD SUPPLIES	15,000	15,000	0.0%
6660 MAJOR EQUIPMENT	1,000	1,000	0.0%
6661 MINOR EQUIPMENT	500	500	0.0%
6671 TECHNOLOGY	500	500	0.0%
	6,977,427	10,192,871	46.1%

**PUBLIC WORKS
MAINTENANCE**

330 DESCRIPTION	2021	2022	
6103 SALARIES/WAGES-PERMANENT	941,797	956,554	1.6%
6107 SALARIES/WAGES-OVERTIME	36,000	38,000	5.6%
6108 SALARIES/WAGES-COMP	20,000	20,000	0.0%
6152 COUNTY CONTRIBUTION	287,495	331,433	15.3%
6155 VEBA COUNTY CONTRIBUTION	5,100	5,100	0.0%
6163 PERA	73,335	74,592	1.7%
6175 FICA	74,801	76,083	1.7%
6202 POSTAGE	250	250	0.0%
6241 CONF./TRAIN./REGISTRATION	500	500	0.0%
6252 UTILITIES	2,500	2,500	0.0%
6263 PROFESS. SERVICES	45,000	40,000	-11.1%
6285 ROW ACQUISITION/DAMAGES	500	500	0.0%
6287 TRAFFIC STRIPING	30,000	30,000	0.0%
6342 RENTAL AGREEMENT	185,000	225,000	21.6%
6379 DRUG TESTING	500	500	0.0%
6502 AGGREGATES	90,000	110,000	22.2%
6503 TRAFFIC SIGNS/SUPPLIES	40,000	40,000	0.0%
6504 CULVERTS	75,000	120,000	60.0%
6505 SALT/SAND	165,000	165,000	0.0%
6506 BITUMINOUS	45,000	45,000	0.0%
6559 TURF ESTABLISHMENT	5,000	5,000	0.0%
6599 ROAD/MAINT. SUPPLIES	45,000	45,000	0.0%
6820 SAFETY SHOES/GLASSES	5,750	5,750	0.0%
	2,173,528	2,336,762	7.5%

**PUBLIC WORKS
FLEET SERVICES**

340 DESCRIPTION	2021	2022	
6103 SALARIES/WAGES-PERMANENT	186,722	192,384	3.0%
6107 SALARIES/WAGES-OVERTIME	6,500	6,500	0.0%
6109 SALARIES/WAGES-COMP	500	500	0.0%
6152 COUNTY CONTRIBUTION	50,448	53,894	6.8%
6156 HAS COUNTY CONTRIBUTION	1,782	0	-100.0%
6163 PERA	14,492	14,916	2.9%
6175 FICA	14,781	15,215	2.9%
6202 POSTAGE	300	300	0.0%
6241 CONF./TRAIN./REGISTRATION	300	300	0.0%
UTILITIES	47,000	47,000	0.0%
6263 PROFESS. SERVICES	2,000	2,000	0.0%
6310 MTNCE AGREEMENTS	2,000	2,000	0.0%
6316 BLD MTNCE/JANITORIAL	9,000	16,000	77.8%
6319 VEHICLE LICENSE	12,500	12,500	0.0%
6333 REPAIR-FLEET VEHICLES	32,000	32,000	0.0%
6413 BUILDING MAINT SUPPLIES	1,000	1,000	0.0%
6452 REFERENCE BOOKS	250	250	0.0%
6561 OIL/GREASE	25,000	25,000	0.0%
6562 OIL TESTING	600	600	0.0%
6564 REPAIR PARTS	177,500	175,000	-1.4%
6565 REPAIR SERVICES	100,000	200,000	100.0%
6566 GASOLINE	235,000	235,000	0.0%
6567 DIESEL	180,000	180,000	0.0%
6568 DIESEL TAX	12,000	12,000	0.0%
6569 CUTTING EDGES	35,000	35,000	0.0%
6570 TIRES	55,000	55,000	0.0%
6590 SHOP SUPPLIES	45,000	45,000	0.0%
6591 NON REPAIR SUPPLIES	600	600	0.0%
6611 BUILDINGS & GROUNDS	6,000	6,000	0.0%
6660 MAJOR EQUIPMENT	670,000	770,000	14.9%
6661 MINOR EQUIPMENT	5,000	5,000	0.0%
340 TOTAL	1,928,276	2,140,960	11.0%

**PUBLIC WORKS
REVENUE**

801 DESCRIPTION	2021	2022		
5001 CURRENT PROPERTY TAXES	1,979,821	2,179,821	10.1%	
5005 MOBILE HOME TAXES	6,200	6,200		
5012 SALES TAX FUND	1,200,000	1,200,000	0.0%	
5101 PERMIT FEES		25,000		
5203 REGULAR CONSTRUCTION	4,770,000	5,965,000	25.1%	
5204 MUNICIPAL MTNCE	521,976	564,465	8.1%	
5205 REGULAR MTNCE	2,468,740	2,668,327	8.1%	
5310 MUNICIPAL CONSTRUCTION	930,000	1,210,000	30.1%	
5311 STATE	0	0		
5454 FEDERAL	0	0		
5501 INDIVIDUAL CHARGES	25,000	250	-99.0%	
5507 TWP CHARGES	1,000	1,000	0.0%	
5508 MUNICIPAL CHARGES	500	500	0.0%	
5511 INTER GOVT CHARGES	180,000	180,000	0.0%	
5810 COPIES/PLANS	50	50	0.0%	
5856 CASH SALES-INVENTORIED	15,000	250	-98.3%	
5860 REIMBURSEMENT	15,000	15,000	0.0%	
5990 TRANSFER IN-COUNTY	15,000	15,000	0.0%	
6154 RETIREE INS - COUNTY SHARE	-16,800	-16,800	0.0%	
6179 WORKERS COMP PREMIUM	-53,568	-53,568	0.0%	
6905 TRANSFERS OUT - SALES TAX	-595,000	1,100,000		
	Revenue	11,462,919	15,060,495	31.4%
	Expenditures	11,459,919	15,060,495	31.4%
	Net	3,000	0	

PROBATION

255 DESCRIPTION	2017	2018	2019 Budget	2020 Budget	2021 Budget	2022 Budget	Change	% Change
5230 REAM GRANT	-8,000	-8,500	-8,500	-6,500	-6,500	-6,500	0	0.0%
5304 INTER-GOVERNMENT CPO REIMBURSEMENT	-155,000	-155,000	-157,682	-144,000	-155,000	-150,000	5,000	-3.2%
5308 STATE GRANT - CASELOAD REDUCTION	-59,481	-59,481	-59,481	-59,481	-59,481	-59,481	0	0.0%
5402 Federal Stimulus Grant							0	#DIV/0!
5501 FEES FOR SERVICE	-325	-325	-325	-325	-2,325	-1,000	1,325	-57.0%
5508 CONTRACT SERVICES		-350	-350	-25,350	-350	-350	0	0.0%
5517 LOCAL CORRECTIONAL FEES	-52,900	-52,900	-43,493	-43,493	-50,000	-50,000	0	0.0%
5518 ELECTRONIC MONITORING	-4,800	-4,800	-4,800	-3,600	-3,600	-6,000	-2,400	66.7%
5519 CLASS FEES	-11,700	-11,700	-11,700	-10,000	-10,000	-10,000	0	0.0%
5603 FEES RECEIVED - DAA	0	0	0	0			0	#DIV/0!
5604 DWI/ISP PROGRAM		0	0	0			0	#DIV/0!
6103 SALARIES/WAGES-PERMANENT	530,326	525,607	608,016	628,804	678,601	715,696	37,095	5.5%
6105 SALARIES/WAGES-PART TIME							0	#DIV/0!
6107 Salaries & Wages OT							0	#DIV/0!
6108 SALARIES/WAGES-COMP							0	#DIV/0!
6109 Salaries & Wages Back Pay							0	#DIV/0!
6112 Taxable Meal Reimbursement	500	500					0	#DIV/0!
6113 Salaries & Wages Temporary	0	0	0	0			0	#DIV/0!
6152 COUNTY CONTRIBUTION	105,296	101,746	122,275	140,123	145,376	152,153	6,777	4.7%
6155 VEBA County Contribution			0	0	0	0	0	#DIV/0!
6156 HSA Contribution			1,287	2,904	3,618	2,310	-1,308	-36.2%
6163 PERA	39,744	39,421	43,726	47,160	50,895	53,677	2,782	5.5%
6175 FICA	40,570	40,209	46,513	48,104	51,913	54,751	2,838	5.5%
6179 WORKERS COMP-PREMIUM			11,015				0	#DIV/0!
6201 TELEPHONE	6,741	6,741	6,741	6,741	6,741	6,741	0	0.0%
6202 POSTAGE & FRIEGHT	1,500	1,500	1,500	1,500	2,000	2,000	0	0.0%
6209 Credit Card Processing Fees	500	700	700	1,000	1,000	1,000	0	0.0%
6241 CONFERENCE, TRAINING, DUES	5,450	6,450	6,450	6,450	6,450	6,450	0	0.0%
6242 ASSOCIATION DUES	325	400	400	400	1,000	1,000	0	0.0%
6263 PROFESSIONAL & TECH SERVICES	6,743	6,743	6,743	5,000	5,000	5,000	0	0.0%
6274 Federal Stimulus Grant Expense	0	0	0	0	0	0	0	#DIV/0!
6311 REPAIR & MAINTENANCE	10,153	10,153	10,153	10,153	9,653	9,653	0	0.0%
6331 Travel Expense Room & Board	3,500	3,500	4,000	4,000	4,000	4,000	0	0.0%
6334 MILEAGE	3,500	3,500	3,500	3,500	3,500	3,500	0	0.0%
6336 Transportation - Juvenile Services				1,000	1,000	1,000	0	0.0%
6350 Community Alternatives				14,000	14,000	10,000	-4,000	-28.6%
6361 REAM GRANT	8,500	8,500	8,500	6,500	6,500	6,500	0	0.0%
6363 Juvenile EM Expenditures						13,000	13,000	#DIV/0!
6364 REAM Indigency Fund						6,000	6,000	#DIV/0!
6401 Office Supplies	3,600	3,600	3,600	3,000	3,000	3,000	0	0.0%
6452 REFERENCE BOOKS & MATERIALS	800	800	800	800	800	500	-300	-37.5%

	6566 Gasoline & Oil	1,500	1,500	1,500	2,000	2,000	2,000	0	0.0%
255-6103	Federal Stimulus Salary							0	#DIV/0!
255-6152	Federal Stimulus County Cont.							0	#DIV/0!
255-6155	VEBA County Contribution							0	#DIV/0!
255-6163	Federal Stimulus PERA							0	#DIV/0!
255-6175	Federal Stimulus FICA							0	#DIV/0!
255-6179	Federal Stimulus Work Comp							0	#DIV/0!
01-255-001-0000-5751	Restitution Community Service					-1,000	-1,000	0	0.0%
01-255-001-0000-6834	Reimbursement Community Restitution					1,000	1,000	0	0.0%
01-255-255-0000-5751	Gifts & Contributions - Community Coach					-25,000	0	25,000	-100.0%
01-255-255-0000-6263	Professional & Technical Services		0	25,000	50,000	0	-50,000	-100.0%	
01-255-255-0000-6334	Travel Expense-mileage		0	0	0	0	0	0	#DIV/0!
	REVENUE	-292,206	-293,056	-286,331	-292,749	-287,256	287,256	-100.0%	
	EXPENDITURE	769,248	761,570	887,419	958,139	1,022,047	-1,022,047	-100.0%	
	255 Net	477,042	468,514	601,088	665,390	734,791	-734,791	-100.0%	

Pine County IT Budget Proposal 2022

Ryan Findell, IT Manager

Three main spending areas for IT:

Personnel	40%
Services and Maintenance	46%
Hardware and Software	14%

Increases:

6262 – Services-Computer - \$74,760 for 73% increase

In 2021, Recorder Compliance funds paid part of Minnesota County Computer Cooperative (MnCCC) membership

6311 – Repair and Maintenance \$115,449 for 81% increase

Moved \$109,000 Microsoft 365 to this line (6311)

Decreases:

6660 – Equipment and Furniture - \$42,178 for 26% decrease

Added \$70,702 for computers, and moved \$109,000 Microsoft 365 to 6311

Increase of \$160,819 or 21% from 2021

2021 had a 0% increase from 2020

Leverage of other funds

- Recorder Tech Fund: \$135,000 for datacenter hardware and building UPS units
- ARPA Funds: No current plans
- CARES Act: in 2020, CARES fund paid for laptops, AV equipment, firewalls, and teleworking softphones.

Fund 43 – Technology Fund

Historically \$100,000 was budgeted in this account. The budget was reduced to \$25,000 in 2021 to reflect use of CARES Act funds and to help balance the budget. Fund 43 has paid for large projects such as the Zuercher RMS (Records Management) software and squad/body cameras for the Sheriff's Office. Leveraged CARES Act funds to update projects on 3-year plan for Tech Fund

Balance as of August 2021: \$31,034

2022 budgeted amount: \$25,000

Total available in 2022: \$56,034

	IT					
61	DESCRIPTION	2020 Budget	2021 Budget	2022 Budget	\$Change	% Change
5508	COMPUTER SERVICES	-10,000	-10,000	-10,000	0	0%
5860	Refunds & Reimbursements	-5,000	-5,000	-5,000	0	0%
6103	SALARIES/WAGES-PERMANENT	198,551	255,349	269,161	13,812	5%
6105	SALARIES/WAGES-PART TIME	0			0	
6107	SALARIES/WAGES-OVERTIME	1,000	1,000	1,000	0	0%
6108	SALARIES/WAGES-COMP	1,000	1,000	1,000	0	0%
6109	Salaries/Wages Back Pay	0			0	
6113	Salaries & Wages Temporary	0			0	
6152	COUNTY CONTRIBUTION	36,016	61,022	63,918	2,896	5%
6155	VEBA County Contribution	0	0	0	0	
6156	H.S.A County	0	918	1,155	237	26%
6163	PERA	14,891	19,151	20,187	1,036	5%
6175	FICA	15,189	19,534	20,591	1,057	5%
6179	WORKERS COMP-PREMIUM	0	0	0	0	
6201	TELEPHONE	9,785	9,785	8,285	-1,500	-15%
6202	POSTAGE & FREIGHT	100	100	100	0	0%
6241	CONF./TRAIN./REGISTRATION	3,000	3,000	3,000	0	0%
6262	SERVICES - COMPUTER	117,250	101,850	176,610	74,760	73%
6263	Professional & Technical Services				0	
6311	REPAIR & MAINTENANCE	151,793	142,370	257,819	115,449	81%
6331	TRAVEL EXPENSE - LODGING	1,050	1,050	800	-250	-24%
6334	TRAVEL EXPENSE - MILEAGE	2,000	2,000	2,000	0	0%
6401	Office Supplies	1,000	1,000	1,000	0	0%
6402	DATA PROCESSING SUPPLIES	3,842	3,842	3,842	0	0%
6452	REFERENCE BOOKS	0	0	0	0	
6660	Equipment & Furniture	230,000	164,000	121,822	-42,178	-26%
6705	Capital Lease - Principal	7,000	4,500	0	-4,500	-100%
	REVENUE	-15,000	-15,000	-15,000	0	0%
	EXPENDITURE	793,467	791,471	952,290	160,819	20%
	61 net	778,467	776,471	937,290	160,819	21%

Pine County IT Department Fast Facts

General

- IBM Power System and Windows Servers providing a comprehensive array of applications to support critical county functions.
- Microsoft Office 365
- County-wide virus protection and firewall intrusion protection
- Microsoft Teams / Zoom for Video Conferencing and collaboration
- Standard software: Microsoft Windows 10, Office 365, Internet Explorer, and dozens of additional applications
- Employee to IT Helpdesk ratio of 100:1

County Computing

- More than 400 computers across the county.
- Anti-virus protection installed on all county computers
- Roughly 1,350 devices requiring support, including computers, printers, desk phones, cell phones and monitors
- 50 virtual servers and 17 physical servers/storage devices

Network Infrastructure

- 200 MB public internet connection
- 50 network switches with 30 Wifi access points
- 11 Data closets in 6 county buildings
- County-wide internal high-speed Ethernet network
- Fiber optic 1 Gigabit Ethernet backbone network connecting the courthouse, SPGC and NPGC
- 802.11 AC wireless network access across all county buildings
- Mitel VoIP telephone system

Telework

- Microsoft Teams, VPN access and other technology help to improve work from home
- 160 employees working remotely

COUNTY COMMISSIONERS

05	DESCRIPTION	2018 Actual	2019	2020	2021 thru 7/21	2022	\$ Change	% Change
5608	REIMBURSEMENT - HHS							
6103	SALARIES/WAGES-PERMANENT	111,665	109,220	110,420	110,420	59,874	110,420	0 0%
6109	Salaries / wages back pay							
6111	PER DIEMS	38,533	41,000	44,000	44,000	28,340	45,000	1,000 2%
6112	Taxable Meal Reimbursement							
6152	COUNTY CONTRIBUTION	63,696	70,801	52,646	57,762	36,775	73,183	15,421 27%
6155	VEBA County Cont	5,100		3,825	3,825	1,398	2,550	-1,275 -33%
6156	H.S.A. County							
6163	PERA	7,580	5,461	5,521	5,520	4,511	5,520	0 0%
6175	FICA	3,553	1,584	1,590	1,601	1,065	1,601	0 0%
6179	WORKERS COMP-PREMIUM							
6201	TELEPHONE	5,249	5,000	5,000	6,000	2,522	6,000	0 0%
6202	Postage & Freight							
6241	CONF./TRAIN./REG.	6,005	10,000	10,000	10,000	4,085	10,000	0 0%
6243	Publications, sub, mtg. supplies	16,089	11,000	11,000	11,000	4,939	11,000	0 0%
6263	Professional & Technical Serv.							
6331	TRAVEL EXPENSE - LODGING	1,192	1,500	1,500	1,500	106	1,500	0 0%
6334	TRAVEL EXPENSE - MILEAGE	9,229	10,000	10,000	10,000	830	10,000	0 0%
	REVENUE	0	0					
	EXPENDITURE	267,890	265,566	255,502	261,628	144,444	276,774	15,146 6%
	NET	267,890	265,566	255,502	261,628	144,444	276,774	15,146 6%

COUNTY ADMINISTRATOR

72 DESCRIPTION	2018	2019 Budg	2020	2021 thru 7/21		2022 change	% change	
5608 Refunds & Reimbursements			-500	-500	-68	-500	0	0%
5860 Collection Specialist								
6103 SALARIES/WAGES-PERMANENT	281,656	301,363	327,902	380,841	208,529	397,141	16,300	4%
6104 Holiday Pay FT								
6105 SALARIES/WAGES-PART TIME	33,839	34,273	35,303	36,039	17,433	36,637	598	2%
6107 SALARIES/WAGES-OVERTIME	500	500						
6108 SALARIES/WAGES-COMP	500	500	500		54			
6109 SALARIES/WAGES-BACK PAY								
6112 Taxable Meal Reimbursement								
6113 Salaries/Wages Temporary								
6152 COUNTY CONTRIBUTION	40,920	39,366	28,047	51,197	27,884	54,153	2,956	6%
6155 VEBA County Contribution		2,550						
6163 PERA	23,662	25,173	27,240	31,266	16,708	32,533	1,267	4%
6175 FICA	24,135	25,676	27,785	31,891	16,320	33,184	1,293	4%
6179 WORKERS COMP-PREMIUM								
6201 TELEPHONE	1,800	1,700	1,700	1,700	1,286	2,300	600	35%
6202 POSTAGE & FREIGHT	1,500	1,500	1,500	1,500	249	1,500	0	0%
6241 CONF./TRAIN./REGISTRATION	4,000	4,000	6,000	4,500	3,125	5,500	1,000	22%
6243 ADVERTISING	1,000	1,000	1,000	1,000	1,661	1,000	0	0%
6263 PROFESSIONAL & TECH SERVICE	1,500	1,500	1,500	1,000	418	1,000	0	0%
6314 REPAIR & MAINTENANCE								
6315 Repair & Maint-Copiers	5,000	5,000	3,000	3,000	1,406	3,000	0	0%
6325 IT Charges	1,000	1,000	1,000	750	1,093	1,000	250	33%
6331 TRAVEL EXPENSE - LODGING	1,500	1,500	2,000	1,500	0	1,500	0	0%
6334 TRAVEL EXPENSE - MILEAGE	2,300	2,300	2,300	2,300	581	2,300	0	0%
6410 Office Supplies	2,000	2,000	1,500	1,500	430	1,500	0	0%
6452 REFERENCE BOOKS & MATERIAL	200	200						
6660 Equipment, Furniture, and Computer	500	500	500	500	260	500	0	0%
6810 SAFETY COMMITTEE	1,500	1,500	1,000	1,000	0	1,000	0	0%
6917 NRCS SOIL STUDY								
REVENUE		0	-500	-500	-68	-500	0	0%
EXPENDITURE	429,012	453,101	469,777	551,484	297,436	575,748	24,264	4%
72 Net	429,012	453,101	469,277	550,984	297,368	575,248	24,264	4%

PINE COUNTY HOUSING AUTHORITY

702 DESCRIPTION	2018	2019	2020	2021	2022	Change	% Change
6111 PER DIEMS	3,000	3,000	3,000	4,500	4,500	0	0%
REVENUE							
EXPENDITURE	3,000	3,000	3,000	4,500	4,500	0	0%
702 Net	3,000	3,000	3,000	4,500	4,500	0	0%

