

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

**August 31, 2021 – 9:00 a.m.
Pine County Courthouse, Pine City Minnesota**

Chair Steve Hallan called the meeting to order at 9:00 a.m. Present were Commissioners Josh Mohr, Terry Lovgren, and J.J. Waldhalm. Also present were County Administrator David Minke and County Auditor-Treasurer Kelly Schroeder. Due to an out-of-town commitment, Commissioner Matt Ludwig joined the meeting via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioner Ludwig was seen and heard at the meeting via electronic means and participated from Staybridge Suites, 2350 Commerce Drive NW, Rochester, MN 55901, a location open and accessible to the public.

The public was invited to join the meeting in person, by phone, by Zoom or watch via live stream on YouTube.

Chair Hallan requested the following revisions to the agenda:
Additional Information: Probation, and Levy Impact Comparison Spreadsheet
Motion by Commissioner Waldhalm to approve the agenda. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye. Motion carried 5-0.

The county board received presentations as to department budget status and preliminary requests from the following:

Pine County Agricultural Society (Fair).....Fair Board President Pete Leibel was unable to attend

- ❖ The county appropriated \$10,000 in 2021

Building Maintenance/Highway.....Mark LeBrun

- ❖ Requesting a property tax levy of \$654,110 (an increase of \$36,974 from 2021) for Building Maintenance and \$2,179,821 (an increase of \$200,000 from 2021) for Public Works
- ❖ Includes 32 positions (proposed budgets include a 2.0% COLA, step increases and 6% health insurance premium increase)
- ❖ \$770,000 for fleet vehicle/equipment purchases (6 marked squads, 6 fleet vehicles, 1 tandem truck, 1 survey truck, 1 tractor) The budget includes an additional \$100,000 for vehicle acquisition and \$100,000 for vehicle maintenance.
- ❖ \$25,000 - Building Fund allocation
- ❖ Road and Bridge/Public Works: State and County funding for \$9,250,000 in construction projects

County Probation..... Probation Director Terry Fawcett

- ❖ Tax levy request of \$76,556 (10.8% 2022 budget increase request from 2021), including \$57,931 in personnel costs
- ❖ No new personnel request

Information Technology..... IT Manager Ryan Findell

- ❖ Tax levy request \$160,819 (21% 2022 budget increase request from 2021),
- ❖ Increases in computers, repair and maintenance and cost shift to IT from Recorder funds.

Chair Hallan called a recess at 10:09 a.m.

The meeting reconvened at 10:15 a.m.

County AdministrationCounty Administrator David Minke

- 62 Central Services
- 92 Contracted Attorney's
- 249 Medical Examiner
- 501 Library
- 613 Snake River Watershed
- 702 HRA
- 05 Commissioners
- 72 Administration
- ❖ County Commissioners – increase in per diem and health insurance
- ❖ County Administrator – 4% budget increase. Includes 5 FT and 1 PT staff. The economic development coordinator is paid with ARPA funds.
- ❖ Snake River Watershed allocation will probably be eliminated once the 1W1P is implemented/grant funded
- ❖ HRA – per diems in county budget; everything else in HRA budget
- ❖ Medical Examiner – additional \$1,500 administrative fee


General Budget Discussion/Direction

- ❖ Currently budget is approximately \$1.4 million out of balance
- ❖ Can American Rescue Plan Act (ARPA) funds be used to offset anything in the budget?
- ❖ Departments to re-evaluate revenue sources
- ❖ Health & Human Services: planned use of reserves to balance budget
- ❖ Sheriff's Office – no strong support for lieutenant position
- ❖ Continue with .5 FTE for agriculture educator
- ❖ Further budget discussion at September 14, 2021 Special Meeting-Committee of the Whole (at Nemadji)
- ❖ The preliminary levy must be adopted by September 30, 2021

With no further business, the meeting adjourned at 11:18 a.m.



Stephen M. Hallan, Chair
Board of Commissioners



David J. Minke, County Administrator
Clerk to County Board