

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

**August 23, 2022 – 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 Matt Ludwig. Also present were County Administrator David Minke, County Attorney Reese Frederickson, County Auditor-Treasurer Kelly Schroeder, Probation Director Terry Fawcett, IT Manager Ryan Findell, Public Works/County Engineer Mark LeBrun. Commissioner J.J. Waldhalm was absent (excused).

Others Present: Pine County District Court Administrator Amy Willert and Pine County Agricultural Society President Pete Leibel.

Chair Hallan asked for revisions to the agenda. There were none.

**Motion** by Commissioner Lovgren to approve the agenda. Second by Commissioner Mohr. Motion carried 4-0.

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

Court Administration.....Court Administrator Amy Willert

County Probation.....Probation Director Terry Fawcett

- ❖ No new personnel request; however Probation meets criteria for reimbursement for another position by the DOC workload standards
- ❖ Request for one encrypted radio
- ❖ Evening Reporting Center – grant expires in September 2023 and the ERC will end if not funded

County Attorney .....County Attorney Reese Frederickson

Law Library – No increase

County Attorney’s Office

- ❖ No new personnel request; however attorney caseload is heavy
- ❖ 2.9% increase from 2022 due to personnel costs

Victim Services

- ❖ Request \$16,947 increase; remainder from grant funds

Attorney Forfeiture fund was discussed. Can only be used for certain prosecution-related expenses

Building Maintenance/Highway/Public Works.....County Engineer Mark LeBrun

- ❖ Building Maintenance expenses are flat. Increases in personnel cost are offset by decreases in other areas.

- ❖ No levy increase for highway proposed for 2023
- ❖ Includes 32 positions (proposed budgets include a 2.0% COLA, step increases and 12% health insurance premium increase)
- ❖ \$670,000 for fleet vehicle/equipment purchases (6 marked squads, 2 fleet vehicles, 1 tandem truck)
- ❖ \$25,000 - Building Fund allocation
- ❖ Road and Bridge/Public Works: State and County funding for \$12,125,000 in construction projects

Commissioner Mohr left meeting at 10:44 a.m.

Pine County Agricultural Society..... Agricultural Society President Pete Leibel

- ❖ Requesting \$10,000 appropriation; no change from 2022

Information Technology .....IT Manager Ryan Findell

- ❖ Request \$50,669 (7% 2023 budget increase request from 2022),

Administration.....County Administrator David Minke

- ❖ Request \$26,026 (5% 2023 budget increase request from 2022)

American Rescue Plan Act (ARPA Update) .....County Administrator David Minke &  
County Auditor Treasurer Kelly Schroeder

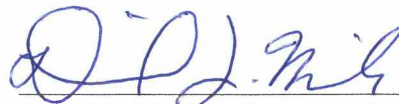
- ❖ This item will be placed on the August 30, 2022 Budget Meeting agenda due to Commissioners Waldhalm and Mohr not present.

The next Special Meeting-Committee of the Whole (Budget) meeting is scheduled for Tuesday, August 30, 2022, at 9:00 a.m., Board Room, Courthouse, Pine City, Minnesota.

With no further business, the meeting adjourned at 11:55 a.m.



Stephen M. Hallan, Chair  
Board of Commissioners



David J. Minke, County Administrator  
Clerk to County Board