

**MINUTES
OF
PINE COUNTY BOARD MEETING
Special Meeting – Budget
August 22, 2023 – 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, JJ Waldhalm, and Matt Ludwig. Also present were County Administrator David Minke, County Attorney Reese Frederickson, County Auditor-Treasurer Kelly Schroeder, IT Manager Ryan Findell, and Public Works/County Engineer Mark LeBrun.

Others Present: Pine County District Court Administrator Amy Willert and Pine County Historical Museum Board Member Roger Wallace.

The pledge of allegiance was said.

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

Motion by Commissioner Ludwig to approve the agenda. Second by Commissioner Waldhalm. Motion carried 4-0.

Commissioner Terry Lovgren arrived at 9:05 a.m.

The following 2024 budget requests were presented to the county board:

Pine County Historical Society / MuseumBoard Member Roger Wallace
❖ Requesting \$30,000 appropriation

Court Administration.....Court Administrator Amy Willert
❖ Requesting a 3.9% increase

County AttorneyCounty Attorney Reese Frederickson
Law Library – 0% increase request
County Attorney’s Office
❖ 1 new attorney position request
❖ 26.83% increase from last year (44% of increase is for the new position; 14.9% increase without new position.

Victim Services
❖ Request \$22,294 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 - Requesting a property tax levy of \$654,110 (no increase from 2023) includes \$25,000 for the building fund.
❖ Public Works – Requesting a property tax levy of \$2,304,821 (\$250,000 levy increase from 2023).
❖ Includes 32 positions (proposed budgets include a 5.0% COLA, step increases and 10% health insurance premium increase)
❖ \$1,100,000 for fleet vehicle/equipment purchases (planned purchases include 5 marked squads, 1 unmarked squad, 1 armored van). Two tandem dump trucks

ordered last year but not received and state has ended the contract which will result in a greater cost.

- ❖ State and County funding for \$7,945,000 in construction projects

Chair Hallan called a five-minute recess at 10:22 a.m.

Meeting reconvened at 10:27 a.m.

Information TechnologyIT Manager Ryan Findell

- ❖ Request includes increase of \$60,447 from 2023.
- ❖ \$75,000 for 2024 Technology Fund, an increase of \$50,000 from 2023.

Administration.....County Administrator David Minke

- ❖ Commissioner – 4% increase.
- ❖ Central Services – no increase.
- ❖ County Administration –Total budget decreasing \$1,380 due to movement of administrative assistant to the Extension budget. Most changes driven by salaries.
- ❖ Consulting Labor Attorney – No proposed change/\$20,000 budget
- ❖ Medical Examiner – No proposed change/\$63,000 budget
- ❖ East Central Regional Library – Budget request is \$369,600 (increase of \$15,699 or 3.9% above 2023)
- ❖ Snake River Watershed Management Board (SRWMB) – \$9,968 previously budgeted; due to new joint power organization to be formed for implementation of 1W1P, the SRWMB allocation has been eliminated.
- ❖ Central Minnesota Initiative Foundation – County contribution \$7,450; no change proposed in 2024.
- ❖ Housing and Redevelopment Authority/Economic Development Authority –
No longer General Fund component
All expenses for Economic Development Coordinator Lezlie Sauter are captured in ARPA fund
Sandstone & Finlayson Manor budgets managed by SMR Management Fiduciary account managed by SMR


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

- ❖ Funds as of June 30, 2023:
Avaliable: \$5,780,987
Spent: \$3,134,894
Unspent: \$2,646,093
Remaining: \$14,452

City of Hinckley infrastructure (line item 12) - \$25,000 has been paid
The board discussed line item #11/Sandstone Town Hall septic. There was a concern about designating the funds for a use other than the septic system.

The next Special Meeting-Committee of the Whole (Budget) meeting is scheduled for Tuesday, August 29, 2023, at 9:00 a.m., Board Room, Courthouse, Pine City, Minnesota.

With no further business, the meeting adjourned at 11:08 a.m.


Stephen M. Hallan, Chair
Board of Commissioners


David J. Minke, County Administrator
Clerk to County Board