

Chairman Tellinghuisen called the meeting to order at 10:37 a.m., with the following members present: Commissioners Reynolds, Wilhelm, Oslin, and Peterson. The Pledge of Allegiance was recited.

Two documents were added to the following agenda item - 5.4 Mille Lacs County Budget 2020:

- Review the Fund Balance Policy Document;
- Review of Public Works Preliminary Budget Document.

Cmsr Wilhelm motioned to accept the agenda as amended; Cmsr Oslin seconded. Motion carried.

#### CONSENT AGENDA

A motion was made by Cmsr Peterson, seconded by Cmsr Reynolds, to approve the following consent agenda items:

- Approve Corrected 07/02/19 County Board Meeting Minutes;
- Review of Auditor's Warrants;
- Approve Payment to Counsel for Legal Services;
- Approve 1 Day Temp Liquor License for Knights of Columbus Car Show Event;
- Approve Out of State Travel to Central Square Conference;
- Approve Donation Authorized by the Mille Lacs County Fair Board;
- Information Only: Receive City of Onamia's TIF Annual Disclosure Reports;
- Information Only: Management Control Agreement.

Motion Carried.

#### APPROVE REVISED COUNTY ENGINEER POSITION DESCRIPTION AND PROCEED WITH HIRE

Personnel Director Holly Wilson explained to the Board that the County Engineer position description has been revised to more accurately outline the job duties. The position description was reviewed by the County's consultant and recommended a grade change. The revised position will be a Grade U. Wilson stated that staff recommends posting the position until filled. Cmsr Peterson motioned to approve the revised County Engineer position description; Cmsr Wilhelm seconded. Motion carried.

#### AUTHORIZE FILLING THE ADMINISTRATIVE FINANCIAL MANAGER VACANCY WITH AN ADMINISTRATIVE FINANCIAL SPECIALIST

Personnel Director Wilson requested filling the Administrative Financial Manager position with an Administrative Financial Specialist. Wilson noted that the only significant difference is that the Administrative Financial Specialist position would not supervise the staff in the Administrative Services Office. Cmsr Wilhelm motioned to approve filling the Administrative Financial Manager vacancy with an Administrative Financial Specialist; Cmsr Reynolds seconded. Motion carried.

#### CONSIDER RESOLUTION TO APPOINT TEMPORARY COUNTY AUDITOR-TREASURER PURSUANT TO MINNESOTA STATUTE 384.07

Personnel Director Wilson stated that the Board should consider approving Resolution No. 2019-7-30-19-1 in order to appoint a temporary County Auditor-Treasurer, as the current Auditor-Treasurer is resigning on August 23, 2019. Wilson noted that there is no recommended name on the appointment at this time; the complete appointment will be brought to the Board at the August 6, 2019 Board Meeting. Cmsr Reynolds motioned to approve Resolution No. 2019-7-30-19-1 to appoint a temporary County Auditor-Treasurer; Cmsr Oslin seconded. Motion carried.

#### MILLE LACS COUNTY 2020 BUDGET

County Administrator Pat Oman stated that all 2020 departmental budgets have been received except three: Community and Veterans Services (CVS), the Sheriff's Office (SO), and the County Attorney's Office (CAO). Oman noted that CVS is waiting on additional information from the State; the CAO will likely see a reduction in their department's budget. Oman stated that the Public Works (PW) budget would be the only budget discussed at this Board meeting. Oman will be covering each departmental budget with the Board during the next three County Board meetings; August 6, 2019, August 27, 2019, and potentially August 13, 2019, if a special Board meeting is approved for that date. The Fund Balance Policy was provided as a resource for budget discussion.

Oman provided a brief legislative overview. Oman stated that appointing a County Auditor is a significant legislative item. The County will also receive reimbursement for unfunded mandates that will equate to \$400,000. County Program Aid is increasing an additional \$100,000 this year. The 2019 County Program Aid provided \$1,722,888, while the 2020 County Program Aid will be \$1,869,864. Oman stated that Probation Officers will now report to the Administrative Services Office, rather to the County judges. Oman stated that the salary system for Probation Officers was previously determined by the State, however, now the County will determine these salaries. Oman noted that this may affect the upcoming Probation Department budget. HR Generalist Karly Fetters discussed County employee health insurance and its impact on the budget; Fetters noted that the PEIP insurance program was saving the County significant funds. Fetters stated that the County is considering adding an employee plus one insurance option, which would be helpful for employees that have a partner, but do not have children. Fetters mentioned that increasing insurance options would aid in employee attraction and retention.

Oman introduced the Public Works Department Preliminary Budget; Oman noted that there are some challenges with the proposed budget. Oman stated that the Public Works (PW) fund balance should be \$2,000,000, but only \$1,300,000 will be in the fund for 2020. Oman stated that since there will not be additional revenue from a wheelage tax increase, the County will likely increase the levy. Oman suggested that moving the County Surveyor to a different department may assist with the PW budget issue; PW may also have to eliminate two positions in order to maintain the budget. Highway Maintenance Superintendent Kevin Schultz provided a list of PW equipment to be sold; an estimated \$60,000 of revenue is anticipated. Schultz stated that additional equipment upgrades are needed in the future. Schultz briefly summarized the County's outsourced weed spraying process. Wilson stated that noxious weed spraying may become an internal process, which would reduce costs. However, there would be initial expenses associated with staff training, certification, and chemical purchases. Oman reviewed the revenue and expenditures for the PW budget; Oman stated that PW is not expecting to complete any road projects in 2020 due to the proposed budget. Oman noted that the maximum levy must be confirmed by the end of September.

Cmsr Oslin stated that a wheelage tax increase from \$10 to \$20 would be more beneficial for the County than increasing the levy. Cmsr Oslin motioned to approve the wheelage tax increase from \$10 to \$20; Cmsr Peterson seconded. A roll call vote was called regarding the approval of the wheelage tax increase from \$10 to \$20: Cmsr Oslin and Cmsr Peterson voted aye. Csmrs Wilhelm, Reynolds, and Tellinghuisen voted nay. Motion denied.

Cmsr Oslin then motioned to approve not allocating the current \$10 wheelage tax to the County's 5-year equipment bond debt service; Cmsr Reynolds seconded. A roll call vote was called regarding the approval of not allocating the current \$10 wheelage tax to the County's 5-year equipment bond debt service: Csmrs Wilhelm, Oslin, Peterson, Reynolds, and Tellinghuisen voted aye. Motion carried.

#### COMMITTEE REPORTS

No committee reports.

Cmsr Oslin motioned to adjourn the meeting at 12:19 p.m.; Cmsr Wilhelm seconded. Motion carried.

ATTEST:

/s/Pat Oman  
Pat Oman  
County Administrator

/s/Roger Tellinghuisen  
Roger Tellinghuisen  
County Board Chairperson