



GOODHUE COUNTY BUDGET COMMITTEE
MINUTES
Administration Conference Room
January 25, 2011
9:00 a.m.

Staff Present: Commissioner Ted Seifert, Commissioner Richard Samuelson, County Administrator Scott Arneson, Finance Controller Amy Hove, Land Use Management Director/County Recorder/County Surveyor Lisa Hanni, Sheriff Scott McNurlin, Chief Deputy Sheriff Lyle Lorenson, Public Works Director Greg Isakson, Public Works Accountant Sheila Kirkwood, Public Health Accountant Kristine Holst and Administrative Assistant Andrea Benck.

Recorder Compliance Fund. Ms. Hanni provided the committee with the annual update on the progress of utilizing the Recorder's Compliance Fund and submitted a list of projects for 2011. Ms. Hanni requested that a portion of the dollars be used to cost share with the State of Minnesota for a MnDot employee that worked with Goodhue County in 2010. This temporary position would be used to finish computing the cities before entering into the next two year GIS Agreements. Estimated costs for hiring the employee for two months to finish the project is \$11,500. This issue was discussed at the previous Budget Committee meeting and brought back with potential costs.

The Committee recommended approval of utilizing the Recorder Compliance Fund to cost share with MnDot for a two month employee.

Ms. Hove reviewed Finance Director Carolyn Holmsten's request to use the Recorder Compliance Fund. The request was tabled to the next Budget Committee meeting to allow time for Ms. Holmsten and Ms. Hanni to discuss the request.

Out of State Travel.

Sheriff

Sheriff Scott McNurlin requested approval of Deputy Sjoblom to the Livesavers National Conference on Safety in Phoenix, Arizona from March 27-29, 2011. The county would be reimbursed all costs associated with the conference other than the deputy's salary.

Sheriff McNurlin noted that they would receive a discount if they reserved a spot immediately.

The Committee recommended approval to send Deputy Sjoblom to the Livesavers National Conference on Safety in Phoenix, Arizona from March 27-29, 2011 and authorized them to reserve a spot immediately to get the discounted rate.

Public Works

Greg Isakson requested approval for himself and three other county staff (Legislative Liaison, Bob Davis, Administrator Scott Arneson and one county commissioner) to attend the Washington Fly In scheduled for June 13-16, 2011. This was budgeted in the 2011 Conference and Training Budget within the Public Works Department.

Mr. Isakson also requested approval to attend the NACO Summer Conference being held July 15-19 in Portland Oregon. MCEA covers the costs of travel and one night hotel. The county expense is registration fee and remaining night in the hotel. Estimated cost to the county is \$1,000.

The Committee recommended approval to send the Public Works Director, Legislative Liaison, County Administrator and one County Commissioner to the Washington Fly In June 13-16.

The Committee recommended approval to send the Public Works Director to the NACO Summer Conference in Portland Oregon, July 15-19, 2011.

Survey

Lisa Hanni requested approval to attend the following:

National Council of Examiners for Engineering and Surveying (NCEES) Uniform Procedures and Legislative Guidelines (UPLG) committee meeting being held in Memphis, TN, February 24-27. This conference is funded NCEES.

National Council of Examiners for Engineering and Surveying (NCEES) Zoning Meeting in Detroit, MI, May 5-8 and the Annual Meeting in Providence, RI August 24-28. Both of these conferences are paid for by the State Board.

The 2011 American Planning Association National Conference in Boston MA, April 9-12. This was budgeted in the 2011 County Budget.

C/Seifert asked how much the Planning Association Conference would cost. Ms. Hanni estimated approximately \$1,500. Mr. Wozniak would be attending this conference and she would have him put together information on the conference prior to the board meeting.

The Committee recommended approval for Ms. Hanni or her staff to attend the following:

National Council of Examiners for Engineering and Surveying (NCEES) Uniform Procedures and Legislative Guidelines (UPLG) committee meeting being held in Memphis, TN, February 24-27.

National Council of Examiners for Engineering and Surveying (NCEES) Zoning Meeting in Detroit, MI, May 5-8 and the Annual Meeting in Providence, RI August 24-28.

The 2011 American Planning Association National Conference in Boston MA, April 9-12.

2010 Carryover Requests.

Capital. Ms. Hove reviewed the 2010 capital carryover request with the committee. There were a number of items that were partially complete and the majority involved the Radio Project.

The Committee recommended approval to carry over the proposed \$1,198,233 of the 2010 Capital Plan to the 2011 Capital Plan and the \$4,916 adjustment from the IT Capital Budget to the IT Operating Budget.

Public Health. Ms. Holst reviewed the Public Health carryover request. These were grants that were based on the fiscal year so a portion of the money was spent in 2010 and the other portion will be spent in 2011.

The Committee recommended approval of the proposed 2010 Carryovers for Public Health.

Public Works. Mr. Isakson reviewed the Public Works and Waste Management carryover requests with the committee.

C/Seifert suggested Mr. Isakson bring his report on recycling to the next county board meeting.

The Committee recommended approval of the proposed 2010 carryovers for Public Works and Waste Management Fund.

GIS. Ms. Hanni reviewed the carryover request for GIS with the committee. This would pay for a continuation of a project that was not complete in 2010. The money would come from a number of line items that had a balance remaining due to using Recorder Funds instead of operating dollars.

The Committee recommended approval of the proposed 2010 carryover for GIS.

Environmental Health. Ms. Hanni reviewed the request to carryover grant dollars from 2010 to 2011 budget to finish a project that was not completed.

The Committee recommended approval of the proposed 2010 carryover for Environmental Health.