



GOODHUE COUNTY BUDGET COMMITTEE

ROOM 301-1

GOVERNMENT CENTER, RED WING

FEBRUARY 20, 2024

8:30 A.M.

2023 Carryover Requests

Documents:

[2023 Carryover Requests.pdf](#)

Out of State Travel Request - Drug Recognition Evaluator Training

Documents:

[Drug Recognition Evaluator Training Travel Request.pdf](#)



Lucas Dahling
Finance Director
Lucas.Dahling@co.goodhue.mn.us
509 W. Fifth St.
Red Wing, MN 55066

TO: County Board of Commissioners
FROM: Lucas Dahling, Finance Director
SUBJECT: 2023 Carryover Requests
DATE: February 20, 2024

Background

Certain spending items that were levied in 2023 for the operating and capital budgets were not fully paid for by the end of the year. Some tasks were completed in 2023 but not paid for due to invoicing issues. In addition, other projects were not completed or paid for due to product delivery issues. To determine carry forward requests, Finance and Administration reviewed the 2023 Capital Plan and Operating Budget results and worked with Department Heads to develop request details.

2023 Carryover Request:

Capital	\$2,237,818
Operating	<u>\$ 631,018</u>
Total	\$2,868,836 <i>See following pages for details</i>

Capital Budget

Two of the Capital Plan carryover requests are for amounts greater than originally budgeted. Partially offsetting the increase are certain items that will end up costing less than originally budgeted. The net increase in Capital Plan carryover requests over the original budgeted amount is \$25,888.70.

Operating Budget

All Operating Budget carryover requests are for amounts that are either less than or equal to the associated unspent budgeted line item amounts.

Recommendation

The Finance Department recommends that the Budget Committee and County Board of Commissioners approve the carryover requests as presented in the amount of \$2,868,836.

Find your Good here.

2023 CAPITAL PLAN CARRYOVERS

Department	Asset	2023				
		Budgeted Amount	Spent as of 12/31/2023	Remaining Balance	Requested Carryover	Over (Under) Budget
Attorney	EPSON PROJECTOR (2022 Carryover)	3,904		3,904	3,904	-
	LAW LIBRARY/OFFICE REMODEL (2022 Carryover)	170,000		170,000	170,000	-
		173,904	-	173,904	173,904	-
Facilities Maint	MASTER CONTROL & DISPATCH A/C REPLACE	62,241		62,241	58,160	(4,081)
	GOV CTR ROOF TOP HVAC UNIT REPLACE	292,415	83,950	208,465	208,465	-
	HVAC LIEBERT A/C UNIT 1 & 2 REPLACEMENT	112,150	85,550	26,600	26,600	-
		466,806	169,500	297,306	293,225	(4,081)
Fleet	2013 FORD TAURUS (2022 Carryover)	24,780		24,780	24,780	-
	ELECTRIC CAR (2021 Carryover)	33,000		33,000	33,000	-
	ELECTRIC CAR CHARGING STATION (2022 Carryover)	15,000		15,000	15,000	-
		72,780	-	72,780	72,780	-
Information Technology	UPS #2 SMART5000TEL3U (2018)	1,950		1,950	1,950	-
	UPS #1 SMART5000TEL3U (2018)	1,950		1,950	1,950	-
	VM HOST SERVER POWEREDGE R740	15,000		15,000	15,000	-
	CISCO 48 PORT SWITCH (017)	882		882	882	-
	PHONE CONFERENCE BRIDGE SERVER (2022 Carryover)	2,500		2,500	2,500	-
	VOICE FIREWALL (2022 Carryover)	2,000		2,000	2,000	-
	SECURITY SYSTEM HARDWARE UPGRADES (2022 Carryover)	10,000		10,000	10,000	-
	SWITCH PROJECT:LEC (2014) (2022 Carryover)	38,696		38,696	38,696	-
	NTWRK SWITCH REFRESH:GOV(2013) (2022 Carryover)	10,000		10,000	10,000	-
	SWITCH REFRESH:JUS (2013) (2022 Carryover)	5,700		5,700	5,700	-
	CISCO SWITCH:PHS (2011) (2022 Carryover)	5,000		5,000	5,000	-
	CISCO SWITCH:ATTY (2011) (2022 Carryover)	5,000		5,000	5,000	-
	CISCO SWITCH:COURTS (2011) (2022 Carryover)	5,000		5,000	5,000	-
	CISCO SWITCH:IT (2011) (2022 Carryover)	5,000		5,000	5,000	-
	CISCO SWITCH:SS (2011) (2022 Carryover)	5,000		5,000	5,000	-
CISCO SWITCH:WELFARE (2011) (2022 Carryover)	5,000		5,000	5,000	-	
PW SWITCH (2014) (2022 Carryover)	5,000		5,000	5,000	-	
	123,678	-	123,678	123,678	-	
Planning/Building/Zoning & Environmental Health	2013 FORD F-150:	33,000		33,000	33,000	-
	2014 FORD P/U #1441:	33,000		33,000	33,000	-
		66,000	-	66,000	66,000	-
Public Works	LANDPRIDE ROTARY MOWER (2016)	15,747		15,747	15,747	-
	SUPER TRUCK #2	258,241		258,241	298,241	40,000
	LOWBOY TRAILER TRADE 1410	115,000		115,000	115,000	-
	I-R P250WJD AIR COMPRESS (2022 Carryover)	35,000		35,000	35,000	-
		423,988	-	423,988	463,988	40,000
Sheriff - ADC	WALKIN FREEZER/COOLER	18,100		18,100	18,790	690
	FOOD MIXER-KITCHEN	16,200	13,680	2,520	2,520	-
	SECURITY SYSTEM: COMPUTER CPU: VIDEO STORAGE (2)	11,000		11,000	11,000	-
		34,300	13,680	31,620	32,310	690
Sheriff - Civil/Patrol	IPAD FOR DRONE (2016)	500		500	500	-
	CD PRINTER: (2017)	1,100		1,100	1,100	-
	#1924 2020 FORD EXPLORER (2019)	68,400	3,075	65,325	65,325	-
	#1925 2020 FORD EXPLORER (2019)	68,400	3,075	65,325	65,325	-
	#1926 2020 FORD EXPLORER (2019)	68,400	3,075	65,325	65,325	-
	#1922 RAM-1500	40,000		40,000	40,000	-
	#1923 Dodge Durango	40,000		40,000	40,000	-
	#1928 RAM-1500	40,000		40,000	40,000	-
	POLE CAMERA (2016) (2022 Carryover)	6,000		6,000	6,000	-
	GPS TRACKER:INVESTIGATIONS (2017) (2022 Carryover)	1,200		1,200	1,200	-
	334,000	9,225	324,775	324,775	-	
Sheriff - Communications	ASPEN DC PLANT REPLACEMENT	15,596	6,113	9,483	9,483	-
		15,596	6,113	9,483	9,483	-
Sheriff - Seasonal B&W	ZODIAC INFLATABLE BOAT	10,500		10,500	10,500	-
	KARAVAN TRAILER FOR ZODIAC BOAT	4,200		4,200	4,200	-
	OUTBOARD ENGINE FOR ZODIAC BOAT	4,800		4,800	4,800	-
	HUMMINBIRD SONAR	3,700		3,700	3,700	-
	CHEVY SILVERADO	71,500		71,500	71,500	-
	CHEVY SILVERADO	71,500		71,500	71,500	-
	SNOWMOBILE TRAILER	21,000	9,480	11,520	800	(10,720)
		187,200	9,480	177,720	167,000	(10,720)
Surveyor/GIS	2014 FORD F250:	33,000		33,000	33,000	-
	LAPTOP	1,608		1,608	1,608	-
	PICO DRILL (2022 Carryover)	2,089		2,089	2,089	-
		36,697	-	36,697	36,697	-
Waste Management	RECYCLING BOX	10,373		10,373	10,373	-
	OIL CONTAINMENT SYSTEM	8,299		8,299	8,299	-
	AMERICAN HORIZON BALER	400,000	122,007	277,993	277,993	-
	AMERICAN HORIZON BALER (2022 Carryover)	145,490		145,490	145,490	-
	VERTECH CONVEYOR (2022 Carryover)	49,130	17,308	31,823	31,823	-
	613,292	139,315	473,978	473,978	-	
Totals				2,211,929	2,237,818	25,889

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="103"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="5859 / 6850"/>	
Project/Item Description	<input type="text" value="Byllesby plat fees/reimbursements"/>	
Justification for Carryover Request	<input type="text" value="Some of the owners may not be participating and we will need to reimburse them partial payment"/>	

-
1. Were any NEW funds included in the Approved **2024 Budget** for this Project/Item?
- | | |
|----------------------|----------------------|
| Yes | No |
| <input type="text"/> | <input type="text"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2023 Budget**?
4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3):

Lisa Hanni
Submitted by:

23-Jan-24
Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="03 - Public Works"/>	Fill in highlighted boxes only
Department #	<input type="text" value="310"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6512"/>	
Project/Item Description	<input type="text" value="Crack Filling"/>	
Justification for Carryover Request	<input type="text" value="Product was ordered in December 2023 but did not arrive until January 2024."/>	

-
1. Were any NEW funds included in the Approved **2024 Budget** for this Project/Item?
- | | |
|-------------------------------------|--------------------------|
| Yes | No |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2023 Budget**?
ds
4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3):

Teresa Reisdorfer, Public Works Office Manager/Accountant
Submitted by:

2/1/2024
Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="03 - Public Works"/>	Fill in highlighted boxes only
Department #	<input type="text" value="310"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6326"/>	
Project/Item Description	<input type="text" value="Tree Trimming"/>	
Justification for Carryover Request	<input type="text" value="Equipment was being serviced/repaired. Intended projects were not completed in 2023 and added to 2024 project list."/>	

-
1. Were any NEW funds included in the Approved **2024 Budget** for this Project/Item?
- | | |
|-------------------------------------|--------------------------|
| Yes | No |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2023 Budget**?
ds
4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3):

Teresa Reisdorfer, Public Works Office Manager/Accountant
Submitted by:

2/1/2024
Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="03 - Public Works"/>	Fill in highlighted boxes only
Department #	<input type="text" value="310"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6511"/>	
Project/Item Description	<input type="text" value="Weed/Brush Control"/>	
Justification for Carryover Request	<input type="text" value="Due to the mild winter, additional work is being completed. Additional product is required to complete the additional work."/>	

-
1. Were any NEW funds included in the Approved **2024 Budget** for this Project/Item?
- | | |
|-------------------------------------|--------------------------|
| Yes | No |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2023 Budget**?
ds
4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3):

Teresa Reisdorfer, Public Works Office Manager/Accountant
Submitted by:

2/1/2024
Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="3"/>	Fill in highlighted boxes only
Department #	<input type="text" value="320"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6357"/>	
Project/Item Description	<input type="text" value="Conferences/training"/>	
Justification for Carryover Request	<input type="text" value="The board approved (1/16/24) Out of State travel to send a commissioner to NACO in 2024 using leftover dollars from the 2023 Washington Fly In budget."/>	

- | | | |
|---|---------------------------------------|--------------------------|
| 1. Were any NEW funds included in the Approved 2024 Budget for this Project/Item? | Yes | No |
| | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | GO TO #2 | SKIP TO #3 |
| 2. Enter the amount from #1 here. | <input type="text" value="\$ 7,500"/> | |
| 3. What is the amount being requested as Carryover from the approved 2023 Budget ? | <input type="text" value="\$ 1,000"/> | |
| 4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3): | <input type="text" value="\$ 8,500"/> | |

Teresa Reisdorfer

Submitted by:

1/30/2024

Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="205"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="5610 / 6669"/>	
Project/Item Description	<input type="text" value="The Sheriff's Office received a donation from Hiawatha Valley Sail & Power Squadron in November of 2023."/>	
Justification for Carryover Request	<input type="text" value="This donation wasn't used in 2023 and we would like to carryover to 2024. The funds were intended to be used for the Boat & Water Division and one option is to purchase a side scan sonar for one of the boats."/>	

-
1. Were any NEW funds included in the Approved **2024 Budget** for this Project/Item?
- | | |
|----------------------|---|
| Yes | No |
| <input type="text"/> | <input checked="" type="text" value="X"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2023 Budget**?
4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3):

Kristine Holst
Submitted by:

1/30/2024
Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="201"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6284 and 6303"/>	
Project/Item Description	<input type="text" value="Carryover available funds in the 2023 Contracted Services line and the Vehicle Maintenance line to put towards the Equipment/Furniture line in 2024."/>	
Justification for Carryover Request	<input type="text" value="The changes to the lease with the City of Red Wing gave the Sheriff's Office the opportunity to utilize more offices and bring some staff housed elsewhere back in the office. Office Furniture is needed for the additional offices."/>	

-
1. Were any NEW funds included in the Approved **2024 Budget** for this Project/Item?
- | | |
|----------------------|---|
| Yes | No |
| <input type="text"/> | <input checked="" type="text" value="X"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
-
3. What is the amount being requested as Carryover from the approved **2023 Budget**?
- | | |
|--|---|
| <input type="text" value="\$ 46,000"/> | \$38,000 from 01-201-6284
\$8,000 from 01-201-6303 |
|--|---|
4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3):
- | | |
|--|--------------------|
| <input type="text" value="\$ 46,000"/> | Put to 01-201-6669 |
|--|--------------------|

Kristine Holst
Submitted by:

1/30/2024
Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024

Goodhue County
2023 Carryover Requests for 2024
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="201"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="5396 and 6669"/>	
Project/Item Description	<input type="text" value="This is the revenue from the Port Security Grant and the expense for the Mobile Communications & Command Vehicle, which was approved to be purchased with funds from the Port Security Grant. These two lines offset each other."/>	
Justification for Carryover Request	<input type="text" value="The revenue and expense were in the 2023 budget, but the Mobile Communications & Command Vehicle is still in production and will be ready for delivery in 2024. No payments for the vehicle were made in 2023 so no revenue had been received in 2023."/>	

1. Were any NEW funds included in the Approved **2024 Budget** for this Project/Item?

Yes	No
<input type="text"/>	<input checked="" type="text" value="X"/>
GO TO #2	SKIP TO #3
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2023 Budget**? For both revenue and expense
4. NEW (ADJUSTED) 2024 Budget amount for this Project/Item (add lines 2 + 3): For both revenue and expense

Kristine Holst
Submitted by:
1/30/2024
Date:

Submit form to Erin Poncelet
erin.n.poncelet@co.goodhue.mn.us
Deadline: February 1, 2024



Marty Kelly
Goodhue County Sheriff

430 West 6th Street
Red Wing, MN 55066
Office (651) 267.2600
Dispatch (651) 385.3155

TO: Budget Committee & Goodhue County Board Commissioners

FROM: Kristine Holst, Financial Manager
Mychal Johnson, Patrol Major

DATE: February 9th, 2024

RE: Out of State Training for Drug Recognition Evaluator

Summary

It is requested that the County Board authorize Deputy Brandon Sell to attend training to be certified as a Drug Recognition Evaluator (DRE). This class is sponsored by the Minnesota State Patrol.

Background

Drug Recognition Evaluators (DRE) perform specific tests to determine if a driver is impaired by drugs and assists in determining probable cause to arrest impaired drivers. Drug Evaluation and Classification (DECP) training is a very comprehensive course that utilizes classroom, hands-on, and practical exercises to ensure that DRE candidates are well prepared to use the skills necessary to perform the duties of a DRE. This is a three-week class with one week attended in Philadelphia, PA.

With marijuana becoming legal, the job of DRE's is even more important. There is no roadside test available to determine impairment by drugs. Goodhue County Sheriff's Office currently has only one DRE.

The cost of the registration, travel and lodging are paid for by federal funding. GCSO is responsible for Deputy Sell's wages and meals.

Recommendation

It is the recommendation of the Sheriff's Office that the County Board authorize Deputy Sell to attend the third week of training in Philadelphia, PA.

OFFICE OF THE GOODHUE COUNTY SHERIFF

ADULT DETENTION
CENTER
651.267.2804

CIVIL DIVISION
651.267.2601

RECORDS DIVISION
651-267-2600

EMERGENCY
MANAGEMENT
651.267.2639

EMERGENCY
COMMUNICATIONS
651.385.3155

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