

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
DECEMBER 21, 2023**

The Goodhue County Board of Commissioners met on Tuesday, December 21, 2023, at 9:00 a.m. in the Government Center County Board Room, Red Wing, with Commissioner Majerus, Flanders, Betcher, Anderson and Greseth all present.

C/Flanders asked for disclosure of interests. There were none.

- ¹ Moved by C/Betcher, seconded by C/Anderson, and carried to approve the December 7, 2023, Board Meeting Minutes.
- ² Moved by C/Anderson, seconded by C/Majerus, and carried to approve the December 21, 2023, County Board Agenda.
- ³ Moved by C/Anderson, seconded by C/Greseth, and carried to approve the following items on the consent agenda:

1. Approve 2024 EFT Delegation Request
2. Approve 2024 Petty Cash and Change Funds
3. Approve Authorized Agents for Designation
4. Approve Clerical Error List
5. Approve Designation of Depositories
6. Approve Interest Rate on Delinquent Taxes
7. Approve the 2023 Donation Report
8. Approve the 2023 Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant.
9. Approve the 2024 Building Permits and Inspections Agreements
10. Approve the Per Diem Rates - 2024
11. Approve the Vehicle Allowance - 2024
12. Approve the appointment of Ryan Holmes to the Board of Economic Development

HUMAN RESOURCE MANAGER'S REPORT

Personnel Committee Packet. The Personnel Committee met on December 19 prior to the board meeting, with the following items on the agenda:

Job Reclassification Request. The Personnel Committee recommended the proposed grade change effective December 9, 2023, for the Computer Forensic Examiner position to be reclassified to a grade 114 as recommended by David Drown Associates (DDA).

- ⁴ Moved by C/Greseth, seconded by C/Greseth, and carried to approve to reclassify the Computer Forensic Examiner position to grade 114 effective December 9, 2023.

Replace Finance Director Position. The Personnel Committee recommended staff review options for restructuring the Finance Department due to the recent resignation of the Finance Director.

The board discussed the issue and suggested not acting at this time to allow for additional questions regarding possible restructuring be considered. This item will be added to the January 2, 2024, agenda for consideration.

Commissioner Wages 2024. Per Minnesota Statute 375.055, the County Board shall, by resolution, set the annual salary for Board members to be effective January 1 of the next year. The resolution shall contain a statement of the new salary on an annual basis. Currently Commissioner wages are set at \$23,941.00. The 2024 Budget reflects a 3% increase bringing commissioner wages to \$24,659.00. We are seeking direction from the board to set wages for 2024.

C/Anderson suggested that this issue be added to the goals session for the commissioner workshop to consider options for a process moving forward.

- ⁵ Moved by C/Anderson, seconded by C/Betcher, and carried to approve the 2024 Commissioner Wages at \$24,659.

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Elected Official Salary. In 2023, the wages for the County Attorney are \$172,883 which is grade 121, step 12. If the County Attorney follows the 2024 implementation pattern for non-union employees, he would receive the 3% COLA increase and move to a salary of \$178,068.

Both the County Attorney and Sheriff submitted and reviewed their own proposals with the board. The County Board has the authorization to set these salaries per MN statute 388.18 (County Attorney) and 387.20 (Sheriff). Staff was looking for direction from the board to set the elected official salaries.

⁶ Moved by C/Anderson, seconded by C/Betcher, and carried to approve the 2024 Elected Official Salary as follows:

County Sheriff- \$180,000
County Attorney- \$180,000

2024 Policy Changes. One of the goals of the Human Resources managers was to review the personnel policy and make any needed changes or recommendations. Over the last year we have worked with the Personnel Policy Committee (P2C) to implement these changes. One of the major hurdles has been incorporating much of the new legislation that was passed by the 2023 state legislature. After a lot of work, staff presented a document that we feel best represents these changes. In addition, we have created a new Drug and Alcohol Policy, Fleet Policy and Safety Policy. Staff recommended the Board approve the updated Goodhue County Personnel Policy, Drug and Alcohol Policies, Fleet Policy and Safety Policy as presented.

⁷ Moved by C/Anderson, seconded by C/Flanders, and carried to approve the updated Goodhue County Personnel Policy, Drug and Alcohol Policy, Fleet Policy, and Safety Policy.

FINANCE DIRECTOR'S REPORT

Fund Balance Designations for December 31, 2023. Staff recommended the board approve the 2023 Fund Balance Commitments as outlined for December 31, 2023.

⁸ Moved by C/Greseth, seconded by C/Anderson, and carried to approve the 2023 Fund Balance Commitments as presented for December 31, 2023.

COUNTY ADMINSTRATOR'S REPORT

2024 Budget and Levy. Staff recommended the board approve the proposed resolutions adopting the 2024 budget, levy, and capital plan.

⁹ Moved by C/Anderson, seconded by C/Betcher, and carried (4-1-0) with C/Majerus dissenting to approve the following resolutions establishing the 2024 Budget, Levy and Capital Plan:

WHEREAS, The Goodhue County Board and Department Heads have conducted a lengthy, detailed budget planning process, and;

WHEREAS, The County Board has considered all correspondence regarding the same and has again reviewed said proposed budget to determine that it does in fact represent fiscally responsible county government.

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Budget		
FUND	2024 Expenditures	2024 Revenues
General Fund	\$ 37,008,755	\$ 13,938,871
Public Works	\$ 25,366,913	\$ 18,981,417
Health and Human Services	\$ 21,538,039	\$ 13,215,361
County Ditch 1	\$ 50,913	\$ 50,913
EDA	\$ 98,074	\$ 84
Capital Plan	\$ 3,884,800	\$ 583,983
Debt Services	\$ 2,033,413	\$ 37,527
Waste Management	\$ 984,513	\$ 369,888
2024 Levy		\$43,787,376
Total	\$ 90,965,420	\$ 90,965,420

NOW, THEREFORE, BE IT RESOLVED, that the proposed 2024 Goodhue County Budget be approved as presented.

Levy Resolution

WHEREAS, Goodhue County Department Heads have submitted 2024 proposed department budgets which include anticipated revenues and expenditures; and

WHEREAS, The County Administrator has compiled all 2024 funding requests, revised and presented said requests to the County Board; and

NOW, THEREFORE, BE IT RESOLVED, that the Goodhue County Board of Commissioners does hereby certify to the State of Minnesota the following proposed property tax levy:

Levy	
Fund	2024 Final Levy
General Fund	\$ 23,069,884
Public Works	\$ 6,385,496
Health and Human Services	\$ 8,322,678
County Ditch 1	\$ -
EDA	\$ 97,990
Capital Plan	\$ 3,300,817
Debt Services	\$ 1,995,886
Waste Management	\$ 614,625
Total	\$ 43,787,376

BE IT FURTHER RESOLVED, that the County Auditor-Treasurer hereby certify the above-referenced levy to the Minnesota Department of Revenue.

Website Redesign Agreement. The Communications Committee recommended the board approve the proposed service agreement with Neapolitan Labs for the county website design and maintenance.

¹⁰ Moved by C/Anderson, seconded by C/Greseth, and carried to approve the proposed Website Design and Maintenance Agreement with Neapolitan Labs.

First county board meeting of 2024. According to Minnesota Statute 375.07, the County Board must affirm the date, time, and location for the first meeting of 2024. The meeting is to be held on the first Tuesday after the first Monday in January. The first Tuesday after the first Monday in 2024 is January 2, 2024. At that meeting, staff will ask the board to set the time and location for all its regularly scheduled meetings for 2024. Staff recommended the County

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Board approve January 2, 2024, at 9:00 a.m., as the first official County Board meeting of 2024. The location of the meeting will be the County Board Room, Government Center, Red Wing. In addition, staff recommended the board set the second meeting date of 2024 as January 16 at 9:00 a.m. This would allow staff to plan for a grand opening celebration for the newly remodeled County Board Room.

- ¹¹ Moved by C/Anderson, seconded by C/Betcher, and carried to approve January 2, 2024, at 9:00 a.m. in the Goodhue County Board Room, 509 West 5th Street, Red Wing as the first board meeting of 2024 and January 16, 2024 as the grand opening celebration for the newly renovated county board room.

SOUTHEASTERN MINNESOTA MULTI COUNTY HOUSING & REDEVELOPMENT AUTHORITY

2024 Levy Request. Buffy Beranek, Executive Director for SEMMCHRA addressed the board and reviewed two proposed options for the board to consider setting the 2024 levy for SEMMCHRA.

- ¹² Moved by C/Anderson, seconded by C/Betcher, and carried (3-2-0) with C/Greseth and C/Majerus dissenting to approve the following resolution approving final special benefit tax levy of Southeastern Minnesota Multi-County Housing and Redevelopment Authority pursuant to Minnesota Statutes, section 469.033, subd. 6, and approving a budget for fiscal year 2024:

WHEREAS, the Southeastern Minnesota Multi-County Housing and Redevelopment Authority (the "Authority") was created by action of the Boards of Commissioners of Dodge, Goodhue, Wabasha and Goodhue Counties (collectively referred to as the "Counties") pursuant to Minnesota Statutes, Section 469.004; and

WHEREAS, pursuant to such action on the part of the Counties and Minnesota Statutes, Sections 469.001 to 469.047 (the "Act"), the Authority was granted all of the same functions, rights, powers, duties, privileges, immunities and limitations as are provided for housing and redevelopment authorities created for cities under the Act; and

WHEREAS, Section 469.033, subd. 6, of the Act permits the Authority to levy and collect a special benefit tax of up to .0185% of taxable market value upon all taxable property, both real and personal, within the Authority's area of operation; and

WHEREAS, the Authority has requested that the Board of Commissioners of Goodhue County approve the levy of such a final special benefit tax in the amount of \$669,435 to be levied upon all taxable market value of taxable property within the Authority's area of operation contained within Goodhue County; and

WHEREAS, included in the above total Goodhue County Board approved levy is \$40,000 related to grant writing services, and it will be placed in a restricted fund for grant writing expenditures for Goodhue County affordable housing creation or preservation.

WHEREAS, also included in the above total Goodhue County Board approved levy is \$300,000 to be placed in the Goodhue County Affordable Housing Trust Fund.

WHEREAS, the Board of Commissioners of Goodhue County has considered such request by the Authority and believes that consenting to such a final special benefit tax levy by the Authority is in the best interests of Goodhue County and its residents; and

WHEREAS, the Authority is also required pursuant to Section 469.033, subd. 6, of the Act to, in connection with the levy of such a special benefit tax, formulate and file a budget in accordance with the budget procedures of the Counties in the same manner as required of executive departments of the Counties and the amount of the tax levy for the following year shall be based upon that budget and approved by the Counties; and

WHEREAS, the Authority has presented to the Board of Commissioners of Goodhue County a copy of a proposed budget for its operations for fiscal year 2024.

NOW, THEREFORE, be it resolved by the Board of Commissioners of Goodhue County as follows:

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Section 1. That the budget for fiscal year 2024 for the operations of the Authority as presented for consideration by the Board of Commissioners of Goodhue County is hereby in all respects approved.

Section 2. That the levy of a final special benefit tax pursuant to Minnesota Statutes, Section 469.033, subd. 6, is hereby consented to with respect to taxes payable in calendar year 2024 in the amount of \$669,435 to be levied upon all taxable market value of taxable property within the Authority's area of operation within Goodhue County.

COMMITTEE REPORTS:

C/Betcher	•
C/Greseth	•
C/Anderson	•
C/Majerus	•
C/Flanders	•
Administrator Arneson	•

New and Old Business.

Review and Approve the County Claims

- 13 Moved by C/Anderson, seconded by C/Greseth, and carried to approve to pay the County claims in the amount of 01-General Revenue \$547,158.45, 03-Public Works \$363,023.51, 11- Human Service Fund \$150,821.30, 12- GC Family Services Collaborative \$00, 15- County Ditch 1 \$00; 20- National Opioid Settlement Fund \$00, 25- EDA \$00, 34-Capital Equipment \$524,350.55, 35-Debt Services \$00, 61-Waste Management \$27,218.74, 72-Other Agency Funds \$6,444.66, 81-Settlement \$20,755,535.02, in the total amount of \$22,374,552.23.

Adjourn

- 14 Moved by C/Anderson, seconded by C/Greseth, and carried to approve to adjourn the December 21, 2023, County Board Meeting.

SCOTT O. ARNESON
COUNTY ADMINISTRATOR

LINDA FLANDERS, CHAIR
BOARD OF COUNTY COMMISSIONERS

MINUTE

1. Approved the December 7, 2023, County Board Meeting Minutes. (Motion carried 5-0)
2. Approved the county board agenda. (Motion carried 5-0)
3. Approved the consent agenda. (Motion carried 5-0)
4. Approved the job reclassification for the Computer Forensic Examiner. (Motion carried 5-0)
5. Approved the 2024 Commissioner Wages. (Motion carried 5-0)
6. Approved the 2024 Elected Official Salaries. (Motion carried 5-0)
7. Approved the 2024 Goodhue County Personnel Policy. (Motion carried 5-0)
8. Approved the Fund Balance Designations for December 31, 2023. (Motion carried 5-0)

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9. Approved the 2024 budget, levy, and capital plan. (Motion carried 4-1-0)
10. Approved the website redesign and maintenance agreement. (Motion carried 5-0)
11. Approved the 1st County Board Meeting date, time, and location for 2024. (Motion carried 5-0)
12. Approved the 2024 SEMMCHRA levy resolution. (Motion carried 3-2)
13. Approved the county claims. (Motion carried 5-0)
14. Approved to adjourn the December 19, 2023, County Board Meeting. (Motion carried 5-0)

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