



Marty Kelly
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To: Honorable County Board of Commissioners

From: Sheriff Marty Kelly

Date: Thursday, December 12, 2024

Subject: 2025 Budget for Sheriff's Office & Salary for Sheriff

Dear Honorable Commissioners,

Below you will find the answers to your questioner dated 11-19-24. Although this was a substantial request for information in which I had a short time to compile, I hope the information provided brings clarity to your request. I tried diligently to include everything that I do as your sheriff, but as you know, things change very quickly and we may have to respond to something never seen before, so please keep that in mind as you read this.

Question #1: Duties and Responsibilities:

1. Leadership and Administration

- **Office Oversight:** Serve as the chief law enforcement officer of the Sheriff's Office, managing its overall operations and personnel. Also serve as chief law enforcement officer for the cities of Pine Island, Wanamingo, Goodhue, Bellechester and Dennison.
- **Policy Development:** Develop, implement, and enforce policies and procedures for the Sheriff's Office.
- **Budget Management:** Oversee the preparation, presentation, and management of the Office's 17.1 million dollar budget, ensuring efficient use of taxpayer funds.
- **Supervisory Responsibilities:** Direct and supervise 115 staff members, including deputies, administrative staff, and other employees.
- **Strategic Planning:** Set long-term and short-term goals for the office and establish strategies to achieve them.

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

- **Hiring and Training:** Oversee recruitment, hiring, and training of personnel, ensuring proper qualifications and ongoing professional development.
- **Performance Evaluations:** Conduct or oversee evaluations of staff performance and take corrective action as necessary.
- **Public Reporting:** Regularly report to five city councils, two school boards, and the county board to ensure transparency, accountability, and alignment with community and governmental expectations.

2. Statutory Obligations

As per Minnesota Statute 387.03, the sheriff is required to:

- **Preserve the Peace:** Keep and maintain the peace within the county. To achieve this, the sheriff may call upon individuals or the power of the county as deemed necessary.
- **Apprehend Felons:** Pursue and apprehend all felons within the jurisdiction.
- **Execute Legal Processes:** Execute all processes, writs, precepts, and orders issued or made by lawful authority.
- **Court Attendance:** Attend district court sessions and fulfill all duties related to the judiciary.
- **Recreational Vehicle Accidents:** Investigate recreational vehicle accidents involving personal injury or death occurring outside municipal boundaries.
- **Search and Rescue:**
 - Search for and drag for drowned bodies.
 - Search for and locate lost persons.
 - When authorized by the county board, purchase boats and other equipment or hire airplanes for search purposes.

These statutory duties ensure the sheriff's role is deeply rooted in public safety and legal compliance, as outlined by state law.

3. Law Enforcement and Public Safety

- **Crime Prevention:** Develop and implement strategies to prevent and reduce crime in Goodhue County.
- **Law Enforcement:** Enforce local, state, and federal laws within the county. Enforce ordinances within contracted municipal jurisdictions when necessary.
- **Criminal Investigations:** Oversee investigations of crimes, including homicides, thefts, drug-related offenses, and more.

- **Traffic Enforcement:** Supervise or delegate enforcement of traffic laws and accident investigations.
- **Emergency Response:** Coordinate responses to emergencies such as natural disasters, riots, nuclear power plant emergencies or large-scale accidents.
- **Court Security:** Ensure the safety and security of courthouses, judges, and court personnel.
- **Service of Civil Processes:** Serve legal documents such as subpoenas, eviction notices, and restraining orders.
- **Jail Administration:** Operate and manage our Adult Detention Center, ensuring inmate care, custody, and control.

4. Community Engagement

- **Public Relations:** Serve as the public face of the Sheriff's Office, fostering positive relationships with the community.
- **Community Policing:** Engage in programs to build trust between law enforcement and residents.
- **Educational Outreach:** Promote crime prevention education and awareness programs in schools, businesses, and community groups.
- **Media Relations:** Act as or appoint a Public Information Officer (PIO) to communicate with the press and public about law enforcement activities and issues.
- **Victim Support:** Provide resources and assistance to victims of crimes.
- **Community Accountability:** Use regular reports to city councils, school boards, and the county board as opportunities to address community concerns and demonstrate the office's efforts in public safety.

5. Collaboration and Partnerships

- **Interagency Cooperation:** Work with local, state, and federal agencies on joint law enforcement initiatives.
- **Judicial System Coordination:** Collaborate with district attorneys, judges, and court officials to ensure smooth judicial processes.
- **Community Organizations:** Partner with nonprofits, schools, and other organizations to address social issues like drug addiction, mental health, and domestic violence.
- **County Government Relations:** Report to and collaborate with county commissioners, city councils, and school boards to address policy needs and funding priorities.

6. Accountability and Ethics

- **Legal Compliance:** Ensure that all office activities comply with local, state, and federal laws.
- **Transparency:** Provide regular updates and reports to the public and governmental bodies on office activities and outcomes.
- **Internal Investigations:** Address misconduct or complaints against deputies or staff through appropriate disciplinary measures.
- **Ethical Leadership:** Set a standard of integrity and ethics for the office.

7. Specialized Functions

- **K-9 Unit Management:** Supervise the use of police dogs in tracking, drug detection, and apprehensions.
- **Search and Rescue Operations:** Lead or coordinate search and rescue efforts for missing persons.
- **SWAT or Tactical Units:** Oversee the training, deployment and operation of specialized tactical response teams.
- **Dive Team:** Oversee the training, deployment and operation of specialized Dive Team operators for rescue and recovery purposes.
- **Drone Team:** Oversee the training, deployment and operation of specialized Drone Team members.
- **School Resource Officers:** Assign deputies to work with schools to enhance safety and build relationships with students.
- **Civil Asset Forfeiture:** Manage the seizure and allocation of assets acquired through criminal activity.

8. Political and Electoral Responsibilities

- **Constituent Engagement:** Respond to inquiries and concerns from citizens.
- **Public Meetings:** Attend county board meetings, city council sessions, and school board meetings to address law enforcement issues and present updates.
- **Law Enforcement Meetings:** Attend Southeastern Minnesota Violent Crimes Task Force Meetings, RAC Meetings for our region, Voice Logging for our Region, District 6 Sheriff's Meetings and RCTC Law Advisory Board to name just a few.
- **Policy Advocacy:** Advocate for legislation and policies that improve public safety.

9. Training and Professional Development

- **Personal Development:** Stay informed about changes in law enforcement practices, technologies, and laws.
- **Deputy Development:** Support continuing education and certification for deputies and staff.

10. Miscellaneous Duties

- **Civil Defense Leadership:** Coordinate civil defense or homeland security efforts.
- **Event Security:** Plan and implement security for public events, parades, and festivals.

Changes in Duties and Responsibilities for 2024

The following updates highlight significant developments and changes in the duties and responsibilities of the sheriff's office in 2024 and for the upcoming year:

- **SRO (School Resource Officer) Contracts:**
 - Entered into agreements with Zumbrota-Mazeppa Schools and Pine Island School to provide School Resource Officers. These contracts enhance school safety, foster positive relationships between law enforcement and students, and address specific concerns within educational environments.
- **Contract Policing for the City of Goodhue:** 2024 marks the first full year of contracted law enforcement services provided to the City of Goodhue.
- **Body-Worn Camera Program Implementation:** The rollout of the Body-Worn Camera Program will enhance accountability and transparency across both our Patrol Division and Adult Detention Center. This program, funded through public safety allocations, involved a \$480,000 investment in cameras and supporting software.
- **Police Contracts Finalization:** Significant effort was dedicated to completing five police service contracts within Goodhue County, which added to the administrative workload.
- **Inmate Housing Contracts:**
 - An agreement has been finalized with Dakota County for inmate housing starting in 2024 and continuing into 2025.
 - An agreement has been finalized with Hennepin County for inmate housing starting in 2024 and continuing into 2025.
- **Law Enforcement Center Facility Study:** An ongoing facility and space study aims to address current and future needs for the Law Enforcement Center, ensuring

adequate infrastructure to support operations and to reduce liability for Goodhue County.

Impact on Workload and Salary

These changes and additional responsibilities have substantially increased the workload for the sheriff's office. Despite the added duties, no additional compensation was provided for managing these expanded responsibilities.

Question # 2: Performance:

As Sheriff of Goodhue County, I am proud to report several accomplishments and areas where my performance and that of my office have exceeded expectations, demonstrating our commitment to public safety, operational excellence, and professional standards.

Accomplishments and Exceeding Goals:

- **First Full Year of Contracted Policing for Goodhue:**
 - **Successfully implemented contracted law enforcement services for the City of Goodhue. This partnership ensures effective community policing while enhancing resource utilization across the county.**
- **Body-Worn Camera Program Implementation:**
 - **Launched a comprehensive Body-Worn Camera Program for the Patrol Division and Adult Detention Center, an initiative funded with \$480,000 in public safety funds. This program improves transparency, accountability, and public trust in our operations.**
- **Police Contracts Finalization:**
 - **Finalized five significant police service contracts within Goodhue County, an effort that required extensive negotiation, coordination, and planning.**
- **Inmate Housing Contracts:**
 - **Secured a housing contract with Dakota County for 2024 and 2025 to address facility capacity challenges.**
 - **Initiated discussions with Hennepin County to establish additional housing options for inmates in 2025, proactively planning for future needs. Last week we began housing Hennepin County inmates and secured a contract.**
- **SRO (School Resource Officer) Contracts:**
 - **Entered into agreements with Zumbrota-Mazeppa Schools and Pine Island School to provide School Resource Officers. These contracts enhance school safety, foster positive relationships between law enforcement and students, and address specific concerns within educational environments.**

- **Facility and Space Study:**
 - Continued work on the facility and space study for the Law Enforcement Center to address evolving operational demands and ensure adequate infrastructure for our personnel and detainees.
- **MN POST Board Recognition:**
 - Our office not only passed the MN POST Board training audit but was also commended for having "the best records they've seen." This accolade reflects our dedication to exceptional record-keeping and training compliance, setting a standard of excellence within Minnesota law enforcement.

Awards and Recognition:

- **MN POST Board commendation for outstanding training records and compliance.**

Challenges and Goals Not Fully Achieved:

While significant progress has been made, the following areas remain a priority for future improvement:

- **Inmate Housing Partnerships:** Finalizing a contract with Hennepin County for 2025 remains ongoing, and I am committed to securing this agreement in the coming months.
- **Facility Expansion:** While the facility study is advancing, implementation of solutions to address space constraints and reducing liability for Goodhue County is a long-term objective.

Summary

In 2024, my office exceeded numerous goals while addressing complex challenges, such as expanded contracts, inmate housing, and implementing critical programs like body-worn cameras. Receiving MN POST Board recognition for exceptional training records further underscores our commitment to professional excellence. Additionally, establishing SRO contracts with Zumbrota-Mazeppa Schools and Pine Island School demonstrates our dedication to school safety and community engagement. Looking ahead to 2025, I remain focused on securing new partnerships, addressing infrastructure needs, and continuing to provide the highest level of service to Goodhue County residents.

Question #3: Experience and Qualifications:

I bring extensive education, training, and over three decades of experience in law enforcement to my role as Sheriff of Goodhue County. This is supported by a strong educational foundation and a proven record of leadership and service, which I believe merits consideration in setting my salary and the office budget for 2025.

I graduated in 1988 from Mankato State University with a Bachelor of Science degree in Law Enforcement and a minor in Psychology. To further enhance my qualifications, I completed the POST Skills program at Alexandria Technical College, laying a strong foundation for my career in law enforcement.

I began my law enforcement career with the City of Red Wing on March 1, 1989. Over the years, I served in multiple roles that expanded my skills and responsibilities. These roles included:

- **Patrol Division Officer:** Ensuring community safety and responding to incidents.
- **Investigative Division (SRO):** Serving as a School Resource Officer, fostering positive relationships with youth and enhancing school safety.
- **Emergency Response Team (ERT) Operator:** Participating in high-risk operations requiring specialized skills.
- **Bike Patrol Officer:** Engaging in community policing and maintaining a visible presence in the community.
- **Sergeant:** Leading and supervising teams within the department, further developing my leadership and administrative expertise.
- **Medico-legal death investigator** for the Southeast Minnesota Regional Medical Examiner's Office from 2005 to 2013

In 2018, I successfully ran for and was elected Sheriff of Goodhue County. Since then, I have dedicated myself to serving the community with integrity, innovation, and efficiency. Now, as I complete my 36th year in law enforcement, I continue to lead the Sheriff's Office with a steadfast commitment to public safety, community engagement, operational excellence, and community trust.

Question #4: Requested Increases in Budget Line items:

COMPARING 2024 BUDGET TO 2025 BUDGET

Operating Budget

Total Decrease in Revenues of \$1,538,413

- **Decrease in revenues of \$1,378,122** due to changes in grant funding from 2024 budget to 2025 budget.
- **Decrease in funding of the Port Security Grant and REP Grant** and not spending as much in 2025 for Public Safety Funds.
- **There is also a decrease in grant expenses** to offset this decrease in grant revenues, so no effect to the tax levy because of the changes in these grant funds.
- **Decrease of other revenues of \$160,291.**
 - **Increase in revenue for policing contracts and school contracts.**
 - **Decrease in revenues due to loss of boarding Dakota County inmates in February.**

Total Decrease in Other Expenditures of \$1,382,685

- **Decrease in grant expenditures of \$1,378,122** due to changes in grant funding from 2024 budget to 2025 budget.

- In 2024 we had the grant expense of the MCCV and EdgeWater through the Port Security Grant, Body Worn Cameras and other miscellaneous expenses through the Public Safety Funds and drill/exercise expenses through the REP grant. We will not have these expenses in 2025.
- Decrease of other miscellaneous expenditures by \$4,563.

Total Increase in Salary and Benefits of \$1,101,392

- These increases are due to the wage adjustment, step increases and health insurance increase.

In Summary, there is a \$1,257,120 increase to the tax levy request in 2025 compared to 2024.

- Decrease of overall revenues by \$160,291
- Decrease of overall expenditures by \$4,563
- Increase of salary & benefits by \$1,101,392

Capital Plan

Most of the items in the 2025 capital plan are replacements of old equipment that have met their useful life, except for the two items listed below.

- New office furniture for all divisions in the LEC for a total of \$153,000. Current furniture is 25 years old, showing its age and not as ergonomical as modern-day office furniture.
- Pine Island water tower refurbish - relocating our equipment from the water tower to a temporary pole while the refurbishment is being completed is a total of \$115,000.
 - We just found out this won't be happening in 2025, so this expense will be carried over from 2025 to 2026.

Fiscal Responsibility

The following chart demonstrates our office budget since I assumed the role of Sheriff in 2019. Over this period, our office has consistently operated under budget by a total of just over \$3 million dollars, underscoring a strong commitment to fiscal responsibility and accountability to our taxpayers.

This track record reflects prudent financial management, careful allocation of resources, and a steadfast commitment to maximizing the value of taxpayer dollars while maintaining high-quality law enforcement services.

BUDGET NUMBERS

	2019	2020	2021	2022	2023	2024*
Revenue Budget	\$2,896,157	\$2,830,636	\$2,075,738	\$2,492,333	\$2,231,524	
Revenue Actual	\$2,824,499	\$2,485,325	\$2,151,533	\$2,381,499	\$2,513,297	

\$ (71,658)	\$(345,311)	\$ 75,795	\$(110,834)	\$ 281,773
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Expense

Budget	\$13,691,207	\$13,666,667	\$12,828,658	\$13,786,515	\$14,618,079
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Expense

Actual	\$12,996,179	\$12,445,040	\$12,470,960	\$13,516,958	\$14,087,090
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\$ (695,028)	\$(1,221,627)	\$ (357,698)	\$ (269,557)	\$(530,989)
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Net Budget	\$10,795,050	\$10,836,031	\$10,752,920	\$11,294,182	\$12,386,555
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Net Actual	\$10,171,680	\$ 9,959,715	\$10,319,427	\$11,135,459	\$11,573,793
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\$ 623,370	\$ 876,316	\$ 433,493	\$ 158,723	\$ 812,762
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94%	92%	96%	99%	93%	97%
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Assuming 2024 will be at least \$350,000 better than budget, which is 97% of the budget.

Question #5: Other:

For the County Board’s consideration in setting my salary and the budget for my office for 2025, I respectfully present additional information, including comparative salary data and a summary of accomplishments and responsibilities that highlight the unique demands of my role.

Comparative Data:

Wright County, the only other Minnesota county with a nuclear generating plant, provides a relevant comparison for my position. The Sheriff of Wright County earned \$188,000 last year, with an increase anticipated for 2025. While all sheriffs bring varying levels of education and experience, Goodhue County’s unique challenges, including the presence of Xcel Energy’s nuclear facility and the Byllesby Dam, align my role closely with that of Wright County.

Unique Responsibilities and Accomplishments:

Over my tenure, I have managed a variety of complex, high-stakes situations and spearheaded numerous initiatives that have advanced public safety and modernized the Sheriff’s Office. Below is a summary of key responsibilities and achievements:

1. Crisis and Incident Management:

- Navigated the challenges of COVID-19 and the aftermath of George Floyd's death, which significantly impacted law enforcement and community relations.
 - Managed the first Officer-Involved Shooting (OIS) in Goodhue County history.
 - Successfully resolved high-profile cases, including two infant deaths from over two decades ago.
- 2. Operational Enhancements:**
- Oversaw the takeover of policing for the City of Goodhue.
 - Implemented a new inmate housing contract with Dakota and Hennepin Counties for 2024-2025.
 - Enhanced River and Port Security, particularly focusing on nuclear and dam-related safety.
- 3. Leadership and Engagement:**
- Provide oversight for 21 townships, five city councils, the Prairie Island Tribal Council, and two school boards.
 - Led countywide community engagement efforts, significantly expanding outreach and trust-building initiatives.
 - Introduced and expanded wellness programs such as Lodestar, Peer Support, ACH for ADC, and a Chaplain program.
- 4. Technology and Modernization:**
- Implemented new technologies like GrayKey and PenLink to enhance investigative capabilities.
 - Digitized historical records, improving efficiency and accessibility.
 - Launched the Body-Worn Camera (BWC) program for both the Patrol Division and Adult Detention Center, to be fully operational in 2024.
- 5. Training and Workforce Development:**
- Expanded training programs to mitigate liabilities, including countywide training for all law enforcement and made crisis intervention training a priority.
 - Addressed staffing shortages by improving recruitment and retention strategies.
- 6. Infrastructure and Space Management:**
- Initiated a building assessment and space study to identify and address future needs.
 - Purged old equipment, creating additional functional space.

Personal Dedication:

Throughout my tenure, I have been on-call 24/7, often sacrificing personal time to prioritize the needs of Goodhue County. For example, I worked through Thanksgiving to manage the Nagel case.

This combination of leadership, innovation, and unwavering dedication underscores the value I bring to the position and highlights the evolving demands on the Sheriff's Office. I believe this information demonstrates the merit of my salary and budget requests, ensuring Goodhue County remains at the forefront of public safety and community engagement.

Salary Request Justification:

Finally, I am respectfully requesting a 6.89% salary increase for 2025 amounting to \$192,406. This request reflects three key factors:

1. Cost of Living Adjustment (COLA):

- **A 3% COLA aligns with anticipated economic adjustments, ensuring that compensation remains equitable and consistent with inflationary trends.**

2. Vacation Cash-Out Adjustment:

- **Other department heads in Goodhue County are afforded the ability to cash in unused vacation time at the end of the year, an option not available to myself or the County Attorney. This results in an approximate annual financial discrepancy of \$7,000. A 3.88% increase is requested to account for this disparity, ensuring consistency with other department heads in our organization.**

3. Comparable Adjustments:

- **This requested increase is comparable to the step increases that all other department heads in the county will be receiving as part of their compensation adjustments in 2025. The range of percentage increases in all Goodhue County Department heads for 2025 is 5.4% to 7.1%.**

This request is both fair and reflective of the extensive responsibilities and workload associated with the role of Sheriff, as well as the unique contributions I have made to the office and the county during my tenure. Thank you for your consideration.

Respectfully submitted,



**Marty Kelly
Goodhue County Sheriff**