



GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

GOODHUE COUNTY BUDGET COMMITTEE
ADMINISTRATION CONFERENCE ROOM
GOVERNMENT CENTER, RED WING
DECEMBER 18, 2018
8:30 A.M.

1. 2019 Out of State Travel Requests

Sheriff's Office

Documents:

[Out of State Travel Request 2019.pdf](#)

County Administration

Documents:

[Administration Out of State Travel.pdf](#)

Public Works

Documents:

[Out of State Travel 2019.pdf](#)

GIS

Documents:

[OutofStateRequest2019.pdf](#)

Addition to agenda:

HHS out of State Travel Request

Documents:

[HHS Out of state travel request.pdf](#)

2. Aquatic Invasive Species (AIS) Budget

Documents:

[AISBudget.pdf](#)

3. Buffer Initiative Budget

Documents:

[RiparianBudget.pdf](#)

4. Recorder Tech and Compliance Budgets

Documents:

[RecorderFunds2019-2020.pdf](#)



Office of the

Goodhue County Sheriff

430 West 6th Street • Red Wing, MN 55066

Kristian J. Johnson

Adult Detention Center
651-267-2804

Law Enforcement Center
Business Hours 651-267-2600
After Hours 651-385-3155

Fax Number
651-267-2679

TO: Budget Committee and Goodhue County Commissioners

FROM: Kristine Holst, Sheriff Accountant

DATE: December 11, 2018

RE: Out of state travel request for the 2019 National Radiological Emergency Preparedness conference in Orlando, Florida

It is requested that the Budget Committee and the County Board approve the out of state travel for 2019.

Diane Richter-Biwer is requesting to have the opportunity to attend this conference as it pertains to her position as an Emergency Management Director in a risk county for the Prairie Island Nuclear Generating Plant. Diane is also on a team of 4 people who will do a presentation on the re-entry plan.

The conference expenses, which are estimated around \$2,330, are built into the Radiological Emergency Preparedness (REP) Nuclear Power Plant (NPP) budget by the State of MN, so it is fully funded by the NPP Grant. Attached is a copy of the invitation letter to review. The conference will be held April 1 – 4, 2019 in Orlando, Florida.

Out of state travel authorization is requested to attend these conferences.



Scott O. Arneson
County Administrator
Goodhue County

509 W. Fifth St.
Red Wing, MN 55066
Office (651) 385.3001
Fax (651) 385.4873

To: Budget Committee

From: Scott O. Arneson

Date: December 11, 2018

Re: Out of State Travel 2019

If scheduling allows, I will be attending one of the following meetings in 2019:

National Association of Counties (NACO)

Legislative Conference, March 2-6 in Washington, D.C.

Annual Conference, July 12-15 in Las Vegas, Nevada

International City/County Management Association (ICMA)

Annual Conference, October 20-23 in Nashville, Tennessee

As the dates approach, I will choose the conference that works best in my calendar. The 2019 Administration budget includes \$2,000 for conferences and schools to cover the cost to attend.

GOODHUE COUNTY BOARD OF COMMISSIONERS

SCOTT SAFE
1st District
1739 W 5TH Street
Red Wing, MN 55066

BRAD ANDERSON
2nd District
10679 375TH St. Way
Cannon Falls, MN 55009

BARNEY NESSETH
3rd District
41595 Co. 8 Blvd
Zumbrota, MN 55992

JASON MAJERUS
4th District
39111 Co. 2 Blvd
Goodhue, MN 55027

PAUL DROTOS
5th District
1825 Twin Bluff Rd
Red Wing, MN 55066

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GOODHUE COUNTY DEPARTMENT OF PUBLIC WORKS



Gregory Isakson, P.E.
Public Works Director
County Engineer

HIGHWAYS ♦ PARKS ♦ SOLID WASTE

2140 Pioneer Road
Red Wing, MN 55066
PHONE 651.385.3025
FAX 651.267.4883
www.co.goodhue.mn.us

TO: Scott Arneson, County Administrator
Budget Committee

FROM: Greg Isakson, Public Works Director

RE: 18 Dec 18 Budget Committee Meeting
Out of State Travel 2019

Date: 12 Dec 18

It is requested that the Budget Committee and the County Board approve Out of State Travel for the following conferences. Costs for these conferences are included in the 2019 Budget.

<u>Event</u>	<u>Estimated & Budgeted</u>	<u>Dates of Event</u>
Washington Fly-In – Washington DC (Engineer + 3 Co Staff)	\$8,300	June 18 - 20, 2019
NACE Annual Meeting	\$1,500	April 14 - 18, 2019

Washington Fly-In

Since 2002, one commissioner, our Legislative Liaison and I have attended the 'Transportation Alliance Washington Fly-In'. Our County Administrator has also attended this event many times in the past. Last year Commissioner Anderson, Robbie Robinson and I attended. Attending this event allows us to meet with staff members in Washington D.C., giving us the opportunity to inform them of our need for federal funds to meet our transportation needs. Our visits to Washington D.C. have enabled us to develop relationships with the staff members and to keep them informed about projects, needs and concerns. Considering we still have a brand new Congress Representative and a relatively a new Senator, it will be important to establish working relationships with them and their staff. Goodhue County has received several appropriations in the past few years and will be requesting federal funds in future years. Therefore, establishing and maintaining these relationships is very important.

We generally schedule our flights one day prior to the start of the event which allows us to spend more 'one on one' time with our delegation and their staff. The cost for the Fly-In can range from approximately \$1,600 - \$2,300 per person depending on air fare, etc. The estimated cost mentioned above was included in our 2019 Conference & Training budget line item.

We usually meet with the legislators as the TH 52 Partnership along with representatives from Olmsted County and sometimes with Dakota County. There is a potential that the Partnership may travel earlier this year depending upon schedules.

NACE Conference - Wichita, KS.

I have attended several NACE Conferences over the past few years and have found these national conferences very informative and an opportunity to find new approaches for managing the County's Department of Public Works from sources throughout the country. Jess Greenwood has also attended one meeting and felt it was a good educational experience learning about County Engineer management solutions discussed at the national level. The conference is in Wichita, KS, in 2019.

There is a potential that personal issues may prevent either of us to attend in 2019.

Out-of-State travel authorization is requested to send either Jess or myself to attend this conference.

Goodhue County Land Use Management

Goodhue County Government Center | 509 West Fifth Street | Red Wing, Minnesota 55066



Building | Planning | Zoning
Telephone: 651.385.3104
Fax: 651.385.3106

Environmental Health | Land Surveying | GIS
Telephone: 651.385.3223
Fax: 651.385.3098

TO: Goodhue County Commissioners
FROM: Lisa M. Hanni, LUM Director / County Surveyor / County Recorder
DATE: December 18, 2018 County Board meeting
RE: 2019 Out of State Travel

GIS

ESRI is the company that develops the GIS software that the County uses. Their software is the industry standard for GIS solutions. The County currently hosts 54 web applications and daily usage is over 1000 views per day.

The ESRI Developer's Conference is being held in Palm Springs, CA, March 5-8, 2019. The conference covers GIS programming and development topics including website management, application development, and integrating data collection in the field. We have budgeted for 1 staff to attend and estimate approximately \$3400 for conference costs, travel and lodging.

The ESRI Users Conference is being held in San Diego, CA July 8-12, 2019. Among other topics, this conference covers the software vendors' future direction and helps us prepare in advance for major changes. We have budgeted for 1 staff to attend and estimate approximately \$2200 for travel and lodging. Conference attendance is covered in our license agreement.



Goodhue County
Health and Human Services

Public Health Division
426 West Avenue
Red Wing, MN 55066
(651) 385-3200 • Fax (651) 267-4882

Date: November 30, 2018

To: Goodhue County Budget Committee

From: Nina Arneson, GCHHS Director

RE: Out of State Travel Request

Background:

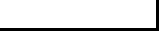
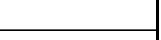
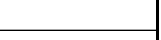
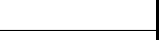
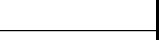
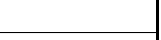
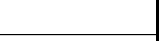
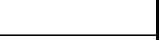
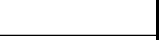
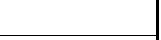
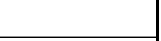
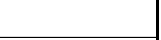
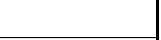
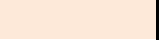
Jeanne Freier, Public Health Nurse and Program Manager for the regional Healthy Families of Southeast Minnesota. Healthy Families America requires all Program Managers attend Implementation Training within the first 6-18 months of hire. These trainings are held quarterly throughout the country.

Implementation Training is a week long training where Jeanne will learn how to maintain fidelity to the Healthy Families America Model as well as learning how to implement the Best Practice Standards. Training will occur in April 2019 in Chicago, IL. The Minnesota Department of Health is considering hosting an in state Implementation Training which Jeanne will plan to attend unless the training is not available in which case she would attend in Chicago, IL.

Attending Implementation Training is required for all Program Managers affiliated with a Healthy Families America Program. Our Healthy Families of Southeast Minnesota grant will fund the full cost of Jeanne's implementation training.

Recommendation: The HHS Department recommends approval of this request.

Prop 2020



Buffer Initiative 01-127-126-0000

Account Number	Account Description	2017Actual	Budget2018	2018YTD	Prop 2019	Prop 2020
	Carry over from previous year		\$ 129,756.00	\$ 129,756.00	\$ 136,172.14	
01- 127- 126- 0000- 5217	Buffer Initiative Prevention	\$ 127,556.00	\$ 159,445.00	\$ 79,722.50	\$ 138,710.00	
01- 127- 126- 0000- 5217	Buffer Initiative Prevention	\$ 2,200.00				
01- 127- 126- 0000- 5947	Transfers Out- Buffer Salary Reimb		\$ 10,000.00		\$ 25,000.00	
01- 127- 126- 0000- 6103	Seasonal					
01- 127- 126- 0000- 6161	PERA		\$ 600.00			
01- 127- 126- 0000- 6171	FICA		\$ 496.00			
01- 127- 126- 0000- 6174	Mandatory Medicare		\$ 116.00			
01- 127- 126- 0000- 5948	Salaries & Wages - Part Time		\$ 8,000.00			
01-127-126-0000-6203	Postage			\$ 75.20	\$ 1,000.00	
01- 127- 126- 0000- 6232	Publications & Brochures		\$ 500.00			
01- 127- 126- 0000- 6278	Consultant Fees		\$ 75,000.00	\$ 73,100.00		\$ 75,000.00
01- 127- 126- 0000- 6331	Mileage & Transportation		\$ 500.00		\$ 2,000.00	
01- 127- 126- 0000- 6357	Conferences/Schools		\$ 500.00		\$ 10,000.00	
01- 127- 126- 0000- 6401	Printing Services		\$ 500.00			
01- 127- 126- 0000- 6405	Office Supplies		\$ 1,200.00	\$ 131.16	\$ 1,000.00	
01- 127- 126- 0000- 6420	Other General Supplies		\$ 1,200.00			
01- 127- 126- 0000- 6480	Equipment/Furniture< \$5,000		\$ -		\$ 2,000.00	
01- 127- 126- 0000- 6999	Equipment/Furniture>= \$5,001				\$ 15,000.00	
	Revenue	\$ 129,756.00	\$ 159,445.00	\$ 209,478.50	\$ 274,882.14	
	Expenditure	\$ -	\$ 98,612.00	\$ 73,306.36	\$ 56,000.00	\$ 75,000.00
	Net (current and previous year carryover)	\$ 129,756.00	\$ 190,589.00	\$ 136,172.14	\$ 218,882.14	
2018 YTD = Sept 18,2018						

RECORDER TECHNOLOGY FUND 101-101 BALANCE ESTIMATES

	2019	2020
Revenue Projections	\$ 90,000	\$ 90,000
Less: Estimated Project Costs	(109,595)	(66,885)
Current Year - available spending	\$ (19,595)	\$ 23,115
Plus: Balance in reserves 7/30/17	15,454	(4,141)
Plus: Projected 2017 Revenue		
Less: Pending 2017 Projects		
Total Available for Spending (est.)	\$ (4,141)	\$ 18,974

RECORDER TECHNOLOGY FUND-PROJECT DETAILS

Name of Project/Cost	2019 Budget	2020 Budget
Microsoft EA Licenses (30)	5,000	5,000
2 VM Hosts	12,500	12,500
Printer Brenda		
Calcomp Scanner (2005)		
GPS Receivers (2)		
Printer: Stacy/ Donald (G009558)	-	
Scanner		
Plat Cabinets & Slevs	3,000	3,000
4 Office Computers (S,D, B, R)	4,500	
Computer (2014-G010986) Recorder cash drawer		
Passport Comera	2,500	
Konica Print/Copier/Scanner (G010266)	4,000	
AS400 Migration -- NAS (Tri-Min)		
Tri-Min SQL (new item)		
Total Station (2)/ GPS Ref. Stations	33,000	
IMS Updates (consultant)		
<u>Annual Software Maint:</u>		
TriMin Systems Maint. Agreement	25,530	26,810
Vanguard Systems (Recorder program)	7,290	7,300
Vanguard Appraisals (Assessor program)	10,275	10,275
Sitcomp Software	2,000	2,000
Subtotal of Project Costs	109,595	66,885

ACCOUNTS FOR BUDGETING PURPOSES

Transfer to IT (EA Licenses)	5,000	5,000
Software Maintenance Contracts	45,095	46,385
Software Licensing		
Consulting		
Other Equipment < \$5,000	14,000	3,000
Other Equipment > \$5,000	45,500	12,500
	109,595	66,885

RECORDER COMPLIANCE FUND 101-103 BALANCE ESTIMATES

	2019	2020
Revenue Projections	\$ 99,000	\$ 99,000
Less: Estimated Project Costs	(202,773)	(100,491)
Current Year - available spending	\$ (103,773)	(1,491)
Plus: Balance in reserves 7/30/17	172,038	68,265
Plus: Projected 2017 Revenue		
Less: Pending 2017 Projects		
Total Available for Spending (est.)	\$ 68,265	66,774

RECORDER COMPLIANCE FUND-PROJECT DETAILS

Name of Project/Cost	2019 Budget	2020 Budget	
5947 ESRI Contract	36,000	36,000	6268
6669 ACS New Property Tax Systems-Contract	5,000	5,000	6284
6480 Software Enhancements (GIS) (WSB)	5,000	5,000	6269
6669 Vanguard (CAMA) Website	6,600	6,600	6268
6669 LUM Permits Database (RTG)	10,000	10,000	6269
6480 ACS(Conduit) New Property Tax Systems-Con	52,173	17,391	6269
6480 ArcaSearch - Scanning Project	76,000	15,000	6284
6480 Software Enhancements (WSB)	5,000	5,000	6269
6480 AraSearch - Providing Web Access	7,000	500	6284
6480			
6480			
6480			
6268			
6268			
6669			
6284			
6268			
6268			
6268			
6669			
6268			
6669			
Subtotal of Project Costs	202,773	100,491	

ACCOUNTS FOR BUDGETING PURPOSES

5947 Software Maintenance Contracts	42,600	42,600	6268
6268 Software Enhancements	72,173	37,391	6269
6270 Contracted Services	88,000	20,500	6284
6284			
6480 Other Equipment < \$5,000			6480
6669 Other Equipment > \$5,000	-		6669
	202,773	100,491	

POTENTIAL FUTURE PROJECTS:

- 2019/2020 Final Pymt on new Tax System within 60 days of conversion
- 2019-2022 Replace 1 VM Host each year
- 2020 Permit Data Base
- 2021 GPS Receiver Jeff
- 2021 GPS Receiver Dale
- 2022 GPSRTK Receiver
- 2022 GPS RTK Receiver