



GOODHUE COUNTY MINNESOTA

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

COMMITTEE OF THE WHOLE AGENDA
COUNTY BOARD ROOM
GOVERNMENT CENTER
RED WING, MN

SEPTEMBER 3, 2019
4:00 P.M.

1. Election Equipment - Automark Replacement

Documents:

[Election Equipment 9-3-19.pdf](#)

2. Capital Projects

Use of Fund Balance

Local Option Sales Tax (LOST) Revenues

Documents:

[Committee of the whole 9.3.19.pdf](#)



Goodhue County Finance & Taxpayer Services

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TO: County Board – Committee of the Whole
FROM: Brian J. Anderson, Finance Director
Kelly Bolin, Finance Controller
DATE: September 3, 2019
SUBJECT: Election Equipment

PURPOSE

The purpose of this document is to provide background, funding and ownership options for purchase of new HAVA (Help America Vote Act) compliant voting equipment to replace the current Automark equipment. Finance is requesting board direction on these matters. The County plans to make this purchase in 2020, for use starting in 2021.

BACKGROUND

Automark Voter Assist Terminals (VAT) are used to mark the ballot selections of voters who are unable to use a regular manual ballot due to physical disability or language barriers, using a touch screen, keypad or American with Disabilities Act (ADA) device. The County is required to have this equipment at each polling place to provide accommodations under both HAVA and ADA. The current devices were purchased in 2006.

The County is seeking to replace this current Automark equipment with OmniBallot tablets and accessories (printer and other input devices). Each unit cost approximately \$4,400. The OmniBallot equipment is much less cumbersome to transport and set up and also provides additional features such as “ballot-on-demand” printing that will eliminate potential ballot shortages and the related hand-counting of ballots that would be required. The process of using the OmniBallot will also save time during the equipment testing procedures.

GOODHUE COUNTY BOARD OF COMMISSIONERS

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

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

JASON MAJERUS
4th District
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Goodhue, MN 55027

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

In 2018, the County purchased new ballot tabulating equipment for use at each polling site. These machines (DS200s) replaced equipment that was originally purchased in 2006 and earlier. With the exception of 3 units owned and used directly by the County, all units were partially funded by and are owned/stored by each individual jurisdiction. A state grant for \$74,321 was received to offset the costs; each unit cost \$5,375, and the jurisdictions were charged \$3,172 after the net effect of the state grant.

Other counties are handling this in a variety of ways:

County	Ownership	Storage	Purchase
Dakota	County	Mix: County and jurisdiction	Mix: County funds, state grant, partial cost share from jurisdictions
Rice	County	County	Unknown
Wabasha	Jurisdictions	Jurisdictions	Mix: County funds, state grant, reimbursement from jurisdictions

Election equipment must be programmed and tested for each election. With the current equipment being stored off-site, the programming and testing is handled remotely – coordinated by the County but performed by the individual jurisdictions. To accomplish this, the County was required to purchase 26 additional programming devices at \$105 each and also pays the programming costs for each of these devices for each election.

FUNDING/OWNERSHIP OPTIONS

(Note: The amount of state grant funding is unknown at this time; while it is expected that funding will be available, the specific timing, amount and other details will not be available until March 2020.)

Option 1: County purchase and own/store all units

Description	Amount
State Grants	\$50,000
Jurisdiction Reimbursements	\$ 0
Carryover-FY19 Capital Plan	\$18,000
Use of Fund Balance	\$94,241
Total	\$162,241

Advantages: On-site storage is more secure from theft and other damage and is more efficient for programming, testing and maintenance purposes. The county can also ensure that all equipment is periodically charged to maximize its useful life period. Direct county payment provides larger tax base to support equipment costs and eliminates the need for additional budgeting and payment

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An Equal Opportunity Employer

processing time both the county and jurisdiction levels. County ownership means clear direction for insurance purposes and delineation of responsibilities and replacement steps if equipment damage were to occur.

Disadvantages: Payment of full cost (net of state grants) does require the largest use of county funds. The county currently has sufficient funds to meet this obligation, but the future levels of both county funds and state grant funds is unknown.

Option 2: County purchase and seek reimbursement from jurisdiction; they would own and store

Description	Amount
State Grants	\$50,000
Jurisdiction Reimbursements	\$94,241
Carryover-FY19 Capital Plan	\$18,000
Use of Fund Balance	\$ 0
Total	\$162,241

Advantages: This option has the lowest impact to the county’s funds for both the current purchase and future replacement purchase.

Disadvantages: Storage of equipment at the jurisdictions is less secure from damage and theft. Programming, testing and maintenance is much less efficient, for both time and real dollars. Replacement of individual machines has a larger impact on an individual jurisdiction. The process for seeking reimbursement from the jurisdictions requires multiple efforts from both the jurisdictions (budgeting the expense, processing payments to the county) and the county (preparing bills and receipting in payments from the jurisdictions).

Option 3: County purchase and seek reimbursement, jurisdictions own, county store

Description	Amount
State Grants	\$50,000
Jurisdiction Reimbursements	\$94,241
Carryover-FY19 Capital Plan	\$18,000
Use of Fund Balance	\$ 0
Total	\$162,241

(No change from Option #2)

This option has the advantages of storing the items at the county as noted in option #1 as well both the advantages and disadvantages of jurisdiction reimbursement as noted in option #2. Another potential disadvantage with this option is ensuring the equipment is adequately insured; current county policy would not cover the equipment if stored on-site.

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Option 4: County purchase, own and store; seek cost-sharing with jurisdictions

Description	Amount
State Grants	\$50,000
Jurisdiction Reimbursements (Cost-Sharing)	\$47,100
Carryover-FY19 Capital Plan	\$18,000
Use of Fund Balance	\$47,141
Total	\$162,241

This option is a hybrid of the other three options; it has all of the advantages of county storage and ownership while still retaining some of the advantages of payments from other jurisdictions. With the proper joint powers/cost-sharing agreement, this option can give the county the control of the equipment that is in its best interests, while still allowing flexibility if needed for larger jurisdictions.

RECOMMENDATION

Finance is recommending Option #3 – County purchase and storage of equipment, with reimbursement from and ownership by jurisdictions. With onsite storage, this option provides the greatest level of efficiencies for equipment operation, maintenance and testing and presents the lowest risk for equipment theft and damage. While this option will slightly increase the County’s property insurance premiums, it does involve the smallest amount of direct county funds.

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COMMITTEE OF THE WHOLE

CAPITAL FUNDING DISCUSSION

September 3, 2019

4:00 pm

USE OF FUND BALANCE

<u>By Year</u>	Fiscal Year	Project	Source	Amount	<u>By Source</u>
\$559,000	2019	Public Works Roof	Debt Service Residual	\$559,000	\$934,000
\$760,000	2020	Board Room-Tech Upgrade	Debt Service Residual	\$150,000	
	2020	Justice Center Roof	Debt Service Residual	\$225,000	
\$178,238	2020	Tandem Plow	Public Works	\$210,000	\$563,238
	2020	Parking Lot-Kenyon	Public Works	\$175,000	
	2021	Parking Lot-Recycling Center	Public Works	\$178,238	
	TOTAL			\$1,497,238	

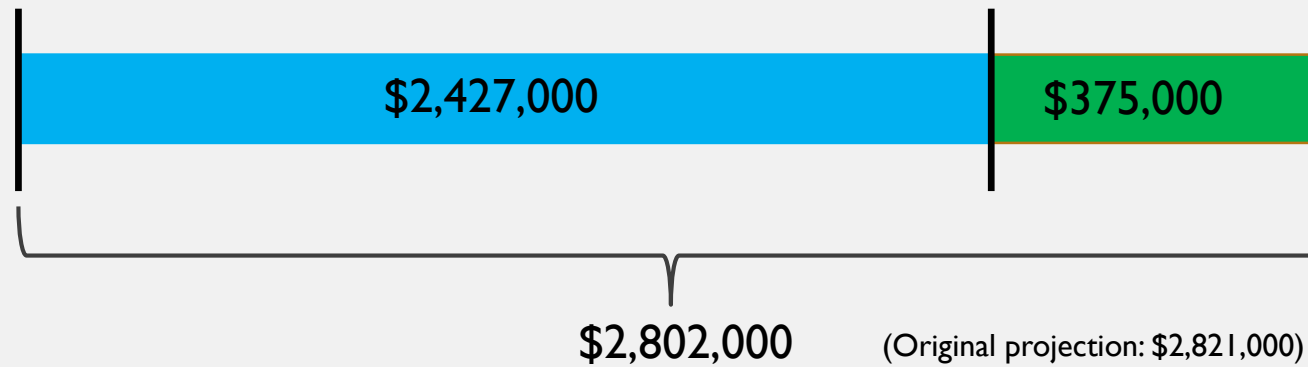
LOST REVENUE (PROJECTIONS)

March 2019

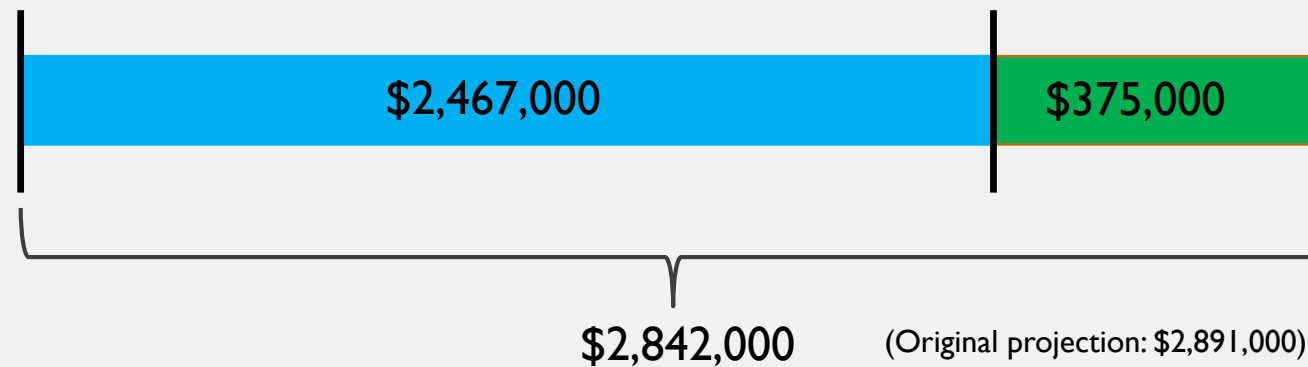
Dec 2019

Feb 2020

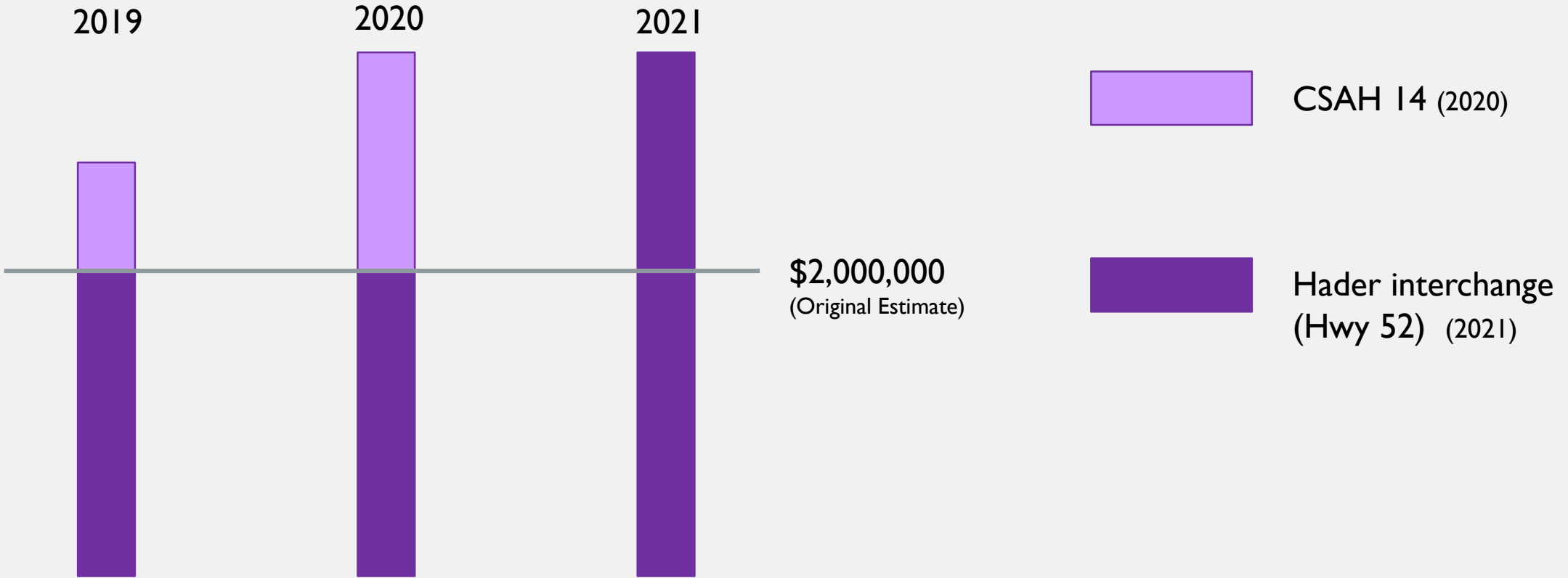
Conservative



Optimistic



LOST REVENUES (PROJECTS)



2020 CONSTRUCTION PLAN (ALL PROJECTS)

2020 CONSTRUCTION PLAN					GOODHUE COUNTY PUBLIC WORKS							
					State Aid Regular Account	State Aid Municipal Account	Local Levy	LOST	Federal STIP Funds	Town Bridge Account	Other	TOTAL
CSAH 6: (TH 58 to 435th Street) 1.3 Miles					\$450,000	\$1,305,000						\$1,755,000
CSAH 14: (CSAH 30 to TH 52) 12.4 Miles					\$2,540,000		\$400,000	\$1,400,000				\$4,340,000
CSAH 21: (Eagle Ridge Dr. to TH 61)					\$4,000,000							\$4,000,000
CSAH 64: (City of Goodhue) 0.7 Miles							\$300,000					\$300,000
CR 23: (TH 56 to CSAH 1) 4.8 Miles							\$1,000,000					\$1,000,000
3RD AVENUE (REHAB BR L5391): Cannon Falls									\$2,300,000			\$2,300,000
Intersection Lighting: Various Locations									\$89,280		\$9,920	\$99,200
Chevrons: Various Locations									\$86,922		\$9,658	\$96,580
Old: L0698 New: 25JXX										\$265,000		\$265,000
Old: L0736 New: 25JXX										\$160,000		\$160,000
Old: R0004 New: 25JXX										\$310,000		\$310,000
Old: L0623 New: 25JXX										\$150,000		\$150,000
Old: L0574 New: 25JXX										\$295,000		\$295,000
FUNDING SUMMARY					\$6,990,000	\$1,305,000	\$1,700,000	\$1,400,000	\$2,476,202	\$1,180,000	\$19,578	\$15,070,780